

Download Respondus

Introduction

Respondus enables uploading a simply formatted test, survey, or question pool to Blackboard.

Caution

Before using Respondus, check to see if there is an existing testbank that goes with your course text. It may be possible to use the accompanying software to upload that testbank to your course.

Download Respondus

1. Login to Blackboard.
2. Click the Organizations Tab.
3. In the Organizations Catalog pane, click the Teaching & Learning Center folder.
4. Click the chevron next to Respondus Software Download and select Enroll.
5. Click Submit and then OK.
6. Read the instructions carefully. Be sure to copy the installation password.
7. Click Download Respondus.
8. Click Save File.
9. Locate the file and double click to Extract.
10. Follow all the defaults to install Respondus.
11. When complete, open Respondus and enter the registration information.
12. Be sure to leave a space before and after the hyphen between 'University of North Carolina' and 'Greensboro.'

Tips

Each summer, UNCG must renew its Respondus campus license. When this happens, a new installation password is assigned. If you are unable to open Respondus in the summer timeframe, please check the Respondus Organization for a new password or contact your ITC.