

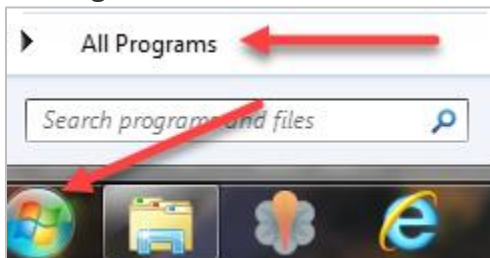
# RESPONDUS: UPDATE SOFTWARE

In order to publish a test/quiz created in Respondus to ulearn, Respondus may require that software updates be performed first so that it's using the latest version.

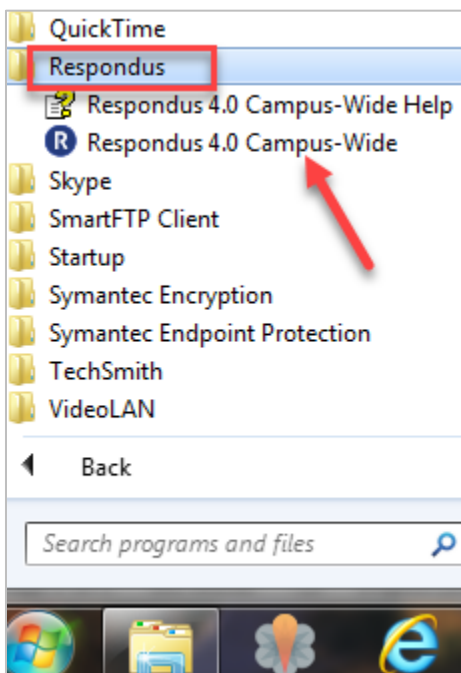
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## Instructions

1. From the **Start Menu**, which is located on the lower left hand corner of the taskbar, click **All Programs**.

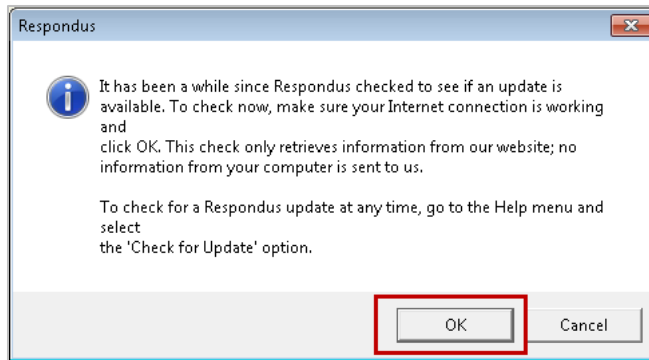


2. From the **All Programs** menu, click **Respondus 4.0 Campus Wide** which is located inside the **Respondus** folder.

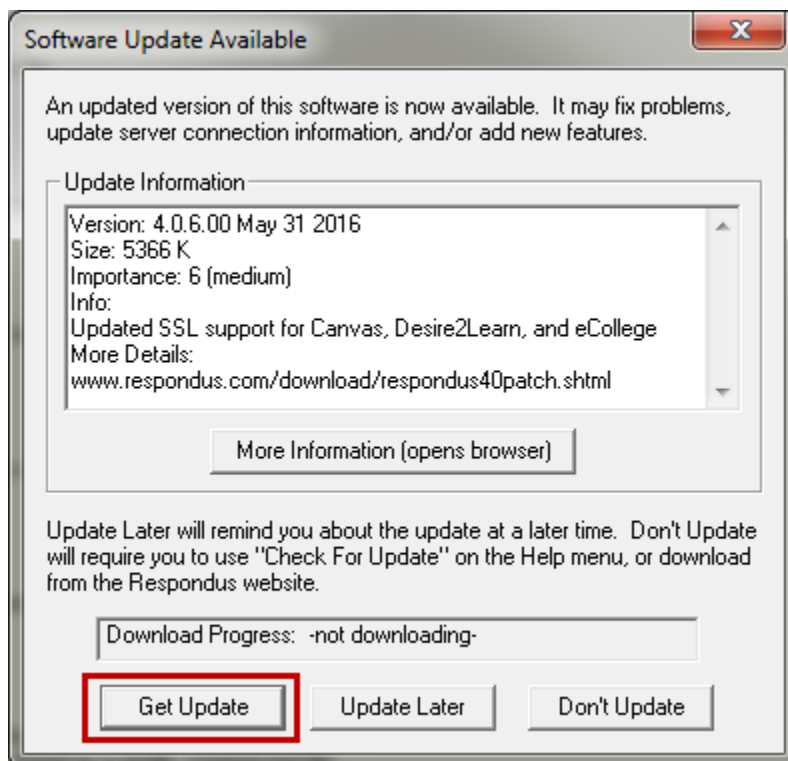


3. When Respondus opens, an update screen appears. Click **OK** to proceed with the update.

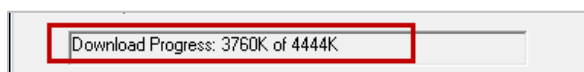
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4. When the Software Update Available screen appears, click **Get Update** (make sure you are connected to the internet during this process).

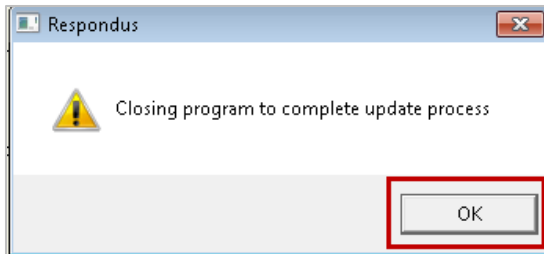


A download progress bar will be seen briefly during the update.



5. Click **OK** to complete the update process.

## RESPONDUS: UPDATE SOFTWARE



6. Launch Respondus again by locating it in the **All Programs** area of the start menu as performed in step 1.
7. Respondus may require additional updates. If updates are needed, follow steps 3-5 in this user guide to repeat the update process.
8. Launch Respondus again. The update screen will appear, though no updates are needed. Click **OK** to continue launching Respondus.

