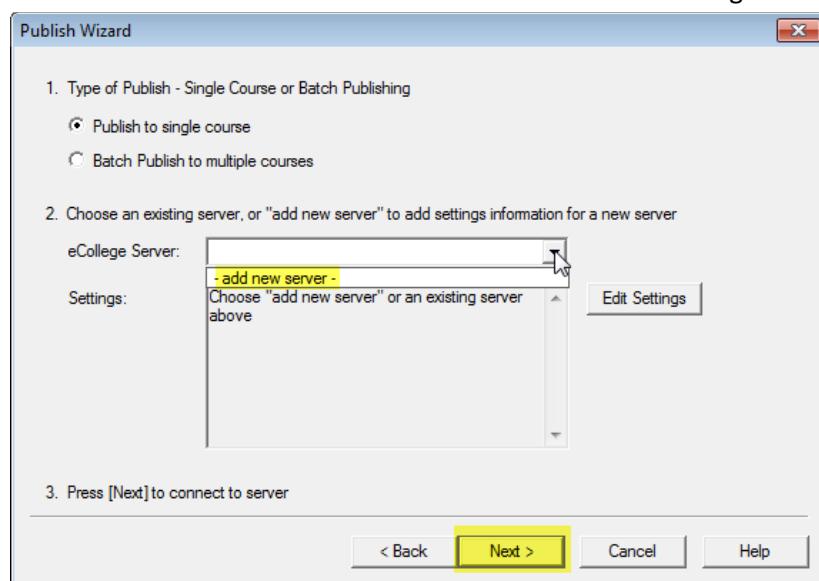


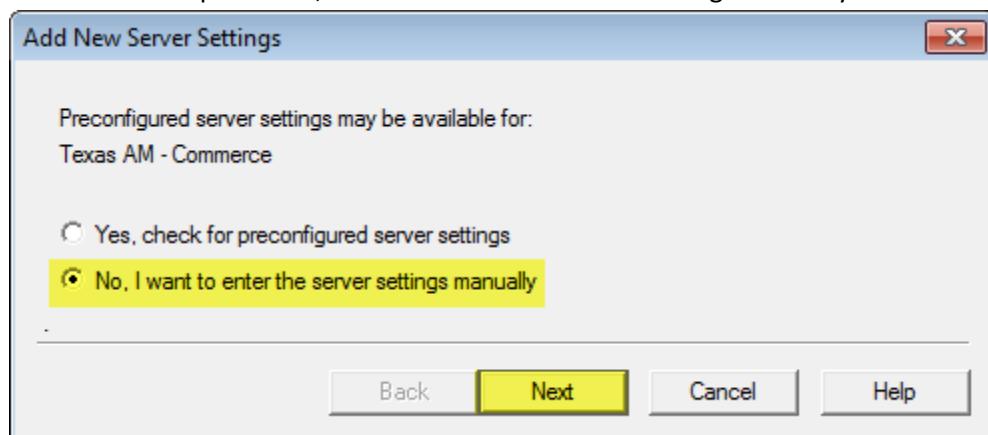
Respondus-Establishing Server Connection

This describes a one-time setup for establishing a server connection for Respondus.

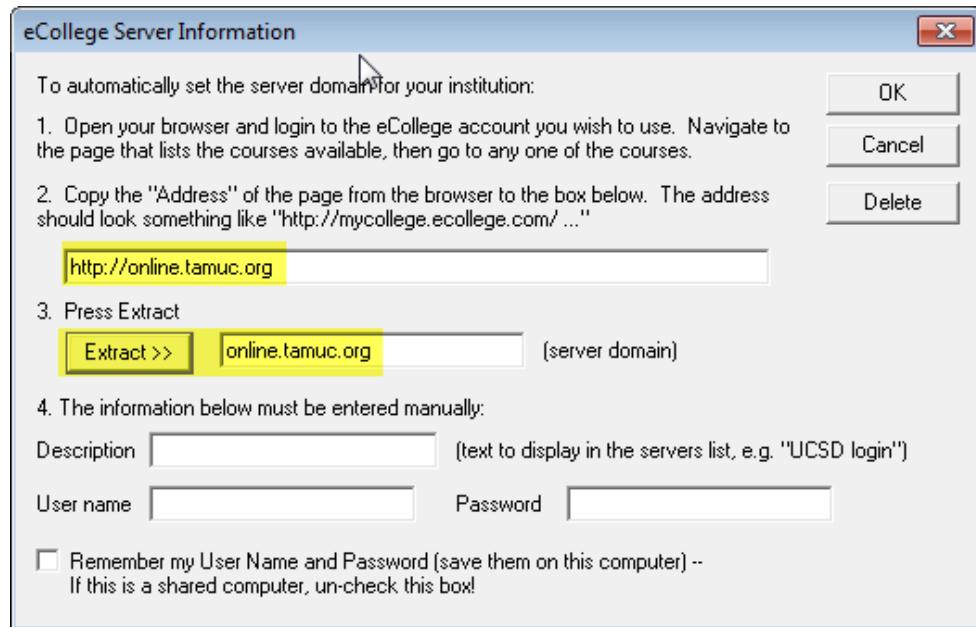
1. Select Preview and Publish, then Publish to eCollege
2. Select Publish Wizard.
3. Under question number 2 scroll down to “**add new server**” in front of eCollege Server



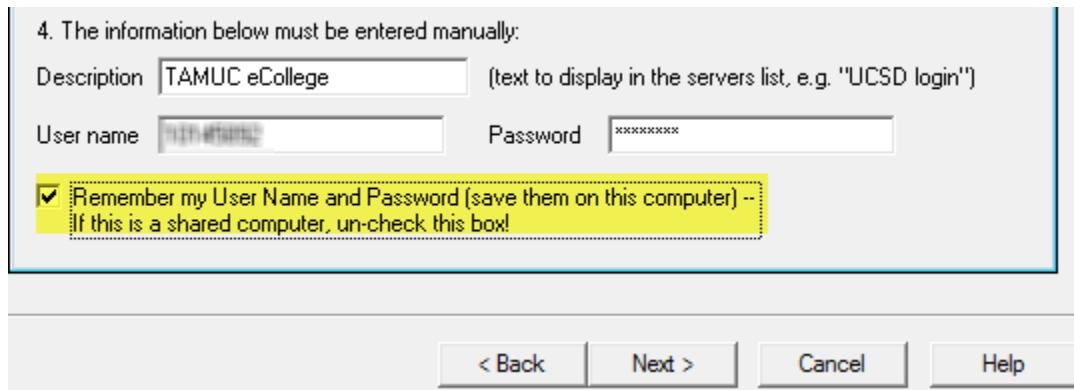
4. Select the radio button option “No, I want to enter the server settings manually” and click next



5. Under option 2 type: <http://online.tamuc.org>
6. Click on “Extract” under number 3 (you should see online.tamuc.org appear)



7. Under number 4 in the description field type “TAMUC eCollege”



8. In the fields for “User name” and “password,” enter your CWID and the same password that you use to access eCollege via MyLeo (if you wish not to be asked for a user name and password each time, check the box next to the text: “Remember my User Name and Password.” Only select this option if this is your personal computer and cannot be accessed with other individuals.)
9. Click on OK.