

## Steps to uninstall Respondus and install the newest version

(NOTE: uninstalling Respondus does NOT delete any tests or quizzes you've created.)



Click on the Start button in the lower left hand corner of your computer screen.




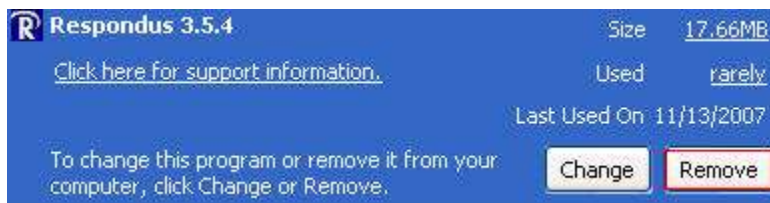
Locate and click on the Control Panel option.



Locate and click on the Add or remove programs icon

Wait while the Currently Installed Programs list is populated...

 Respondus 3.5.4 Scroll down until you locate Respondus and click on it.



Click Remove.



In the left hand menu click on the Add New Programs icon.



Click on Respondus 3.5.4f; then click on Add.

That's it!

NOTE #2: if you have a copy on your home PC, email [Lane.Grann-Stahl@cpcc.edu](mailto:Lane.Grann-Stahl@cpcc.edu) and she will send you a zip file with the newest version for you to install manually. You can only do a download on a campus.