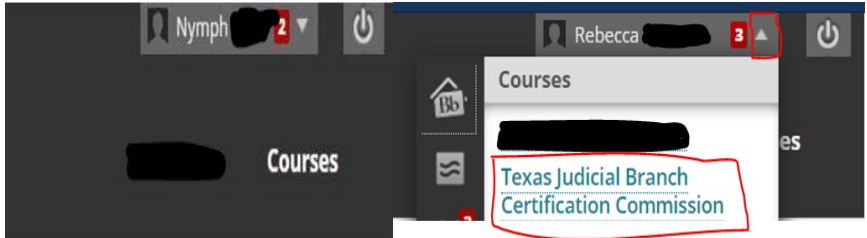


Please follow these instructions to access the GC exam on the blackboard site

1. Open Respondus lockdown browser (*which should already be downloaded*).
2. Login using testing credentials sent in your confirmation email.
3. Locate your name on the upper right-hand corner of your screen and click **'Courses'**.
Alternatively, you can click on the drop-down arrow next to your name and click on the course:



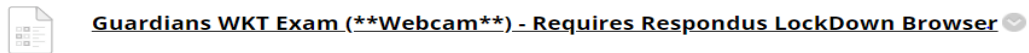
4. You should see a course list.
5. Click on your course (*i.e., exam*) to be taken to the JBCC exam site.



6. Read all of the information under the **Guardianship Certification Examinee Information** section



7. Scroll to the very bottom of the page, where you will see the following exam:



8. Please click on the exam link (*i.e., the exam name*). Once clicked, on the bottom of your screen you should see the following message:



9. Once you click **Begin**, your exam will start.
C. Note: If you are not logged into the exam site using the lockdown browser, you'll get a message requesting a password instead of the test starting.

Password



This assessment requires that you use Respondus LockDown Browser. Start Respondus LockDown Browser and navigate back to this assessment to continue.

Contact the Blackboard Support Desk if you run into any problems:

Phone: 877-759-2232

Email: blackboard@shsu.edu