



Southeastern Oklahoma  
State University

*Learning Center*

## Off Site Placement Test Instructions

1. You will need a webcam.
  2. Download Respondus lockdown browser using this link:  
<https://www.respondus.com/lockdown/download.php?id=764845408>
  3. Open Respondus.
  4. Log into CANVAS using your log-in information that was sent to you in your acceptance letter.
  5. Once you are on your Dashboard in CANVAS, you will see the placement test courses listed under “Published Courses”. The tests are labeled “Placement Test: Math”, “Placement Test: English”, and “Placement Test: Reading”. You only take the placement test that is listed under your “Published Courses”.
  6. Click on the name of the test(s) you need to take.
- \*Calculators are not allowed on the math placement test. Please use a pencil and paper to work the math problems.

Note: Students who do not pass the assessment on the first attempt will have the opportunity to complete a no-cost online learning module and retake the test. Please contact the Learning Center at 580-745-2990 for more information.