

# Student Quick Start Guide

## ALEKS Math Placement Test

### THE MATH PLACEMENT TEST

The ALEKS Math Placement Test may be completed at any time using a device that provides the following:

- Internet Connection
- WebCam
- Respondus Lockdown Browser

Students access the ALEKS Math Placement Test through Cougar Web. There is a 24 hour time limit on completing the test once it is started.

### GETTING TO THE MATH PLACEMENT TEST

- Log Into Cougar Web using your Columbus State username and password. Select the STUDENT tab.
- Click on ACCESS ALEKS PPL



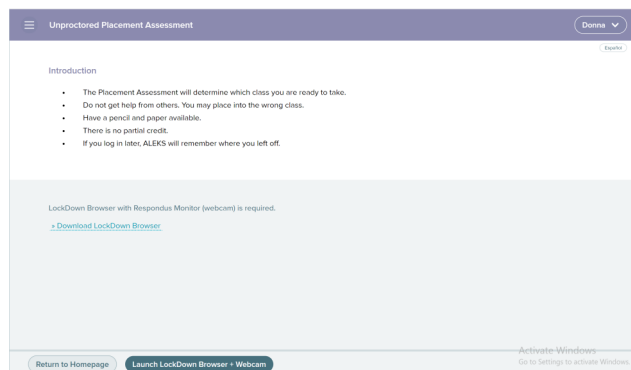
### INSTALLING LOCKDOWN BROWSER

Students are required to use LockDown Browser with a webcam while taking the Math Placement Test, which will record you during the duration of your testing session.

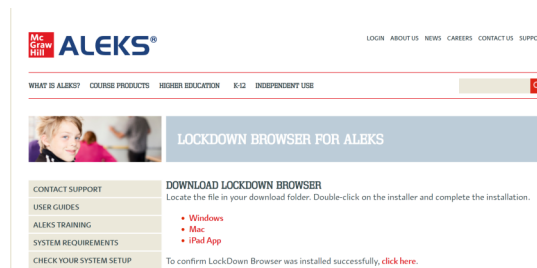
Your computer must have a functioning webcam and microphone. A broadband connection is also required.

To Install Lockdown Browser:

- Click the GET STARTED Button from your ALEKS dashboard.
- Follow the DOWNLOAD LOCKDOWN BROWSER link on the next page.



- You will be redirected to an ALEKS website that provides links to install Lockdown Browser depending on your device. Click on the appropriate link and follow the onscreen directions to complete the install.



- After installing Lockdown Browser, you will need to complete the following:
  - Review and agree to the Terms of Use.
  - Complete a Webcam Check to confirm that your webcam and microphone are working properly.
  - Review the Additional Instructions and Guidelines/Tips. Follow the instructions to prepare the workspace and area around you.
  - Follow the online instructions to take a photo of yourself and your Photo ID using the webcam.
  - Follow the online instructions to complete a full environment check.
  - Complete the facial detection check.

### TAKING THE TEST

Upon completion of all pre-testing checks, click the BEGIN EXAM button.

Testing Reminders:

- Use of phones, tablets, notes, books, etc. are NOT permitted.
- The ONLY calculator you are permitted to use is the calculator provided in ALEKS. Please be aware that the program determines when a calculator is needed and may or may not be presented for each question.
- No Breaks. Please remain seated and focused on the computer for the entire duration of your test.
- Distraction free environment is highly encouraged. If an interruption occurs please explain what happened by speaking directly into the camera.
- It is highly encouraged that you complete your test in one sitting.

### NEED HELP?

Downloading Respondus Lockdown?

Contact the HelpDesk at 614-287-5050.

Problems getting into or taking your test?

Contact College Testing Services at 614-287-2478.