

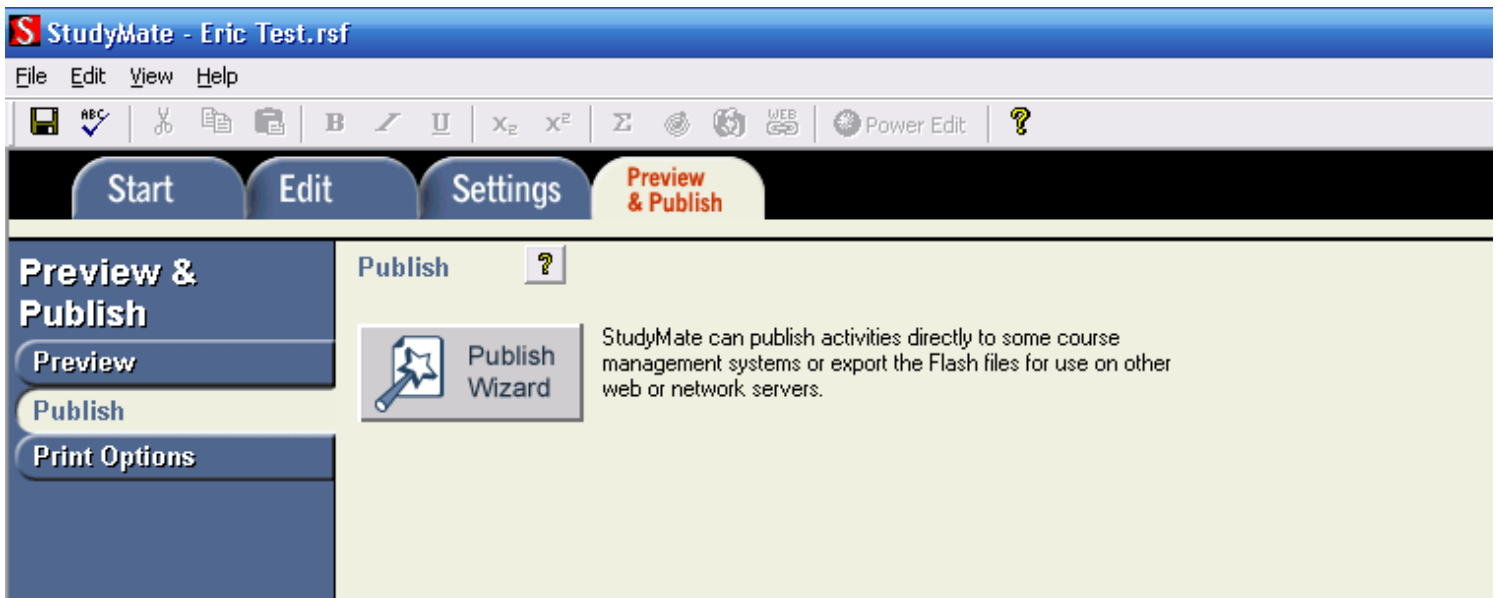
## Configuring StudyMate for use with GeorgiaVIEW

NOTE: To obtain your GeorgiaVIEW login information (it is different for Respondus than it is for logging into My.GSU), login to My.GSU and access the Personal Settings page.

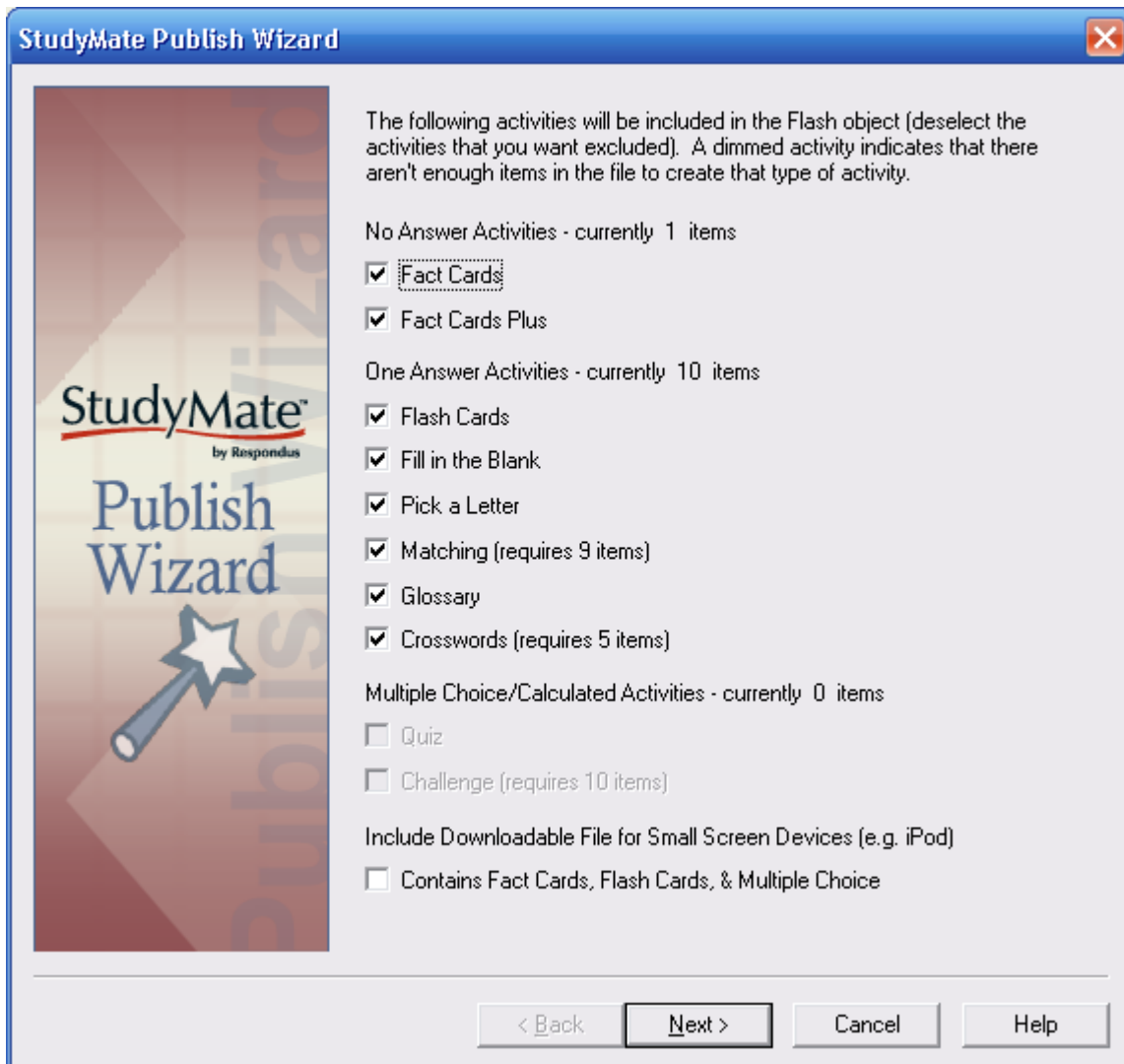
StudyMate will allow you to setup various types of study materials for your students. You can then import these into GeorgiaVIEW or place on a webpage. The following tutorial will show you how to connect to GeorgiaVIEW to load the materials.

This tutorial assumes you have already created your review materials within StudayMate.

1. Click on the 'Preview & Publish' tab at the top of the StudyMate window. Then click on the Preview & Publish menu choice 'Publish'.



2. Click the 'Publish Wizard' button. Check the setting for the window that appears, and then click "Next."



3. Next, choose “Publish directly to a Course Management System,” and choose the “WebCT 6 / Vista 4-8” personality from the drop-down menu, and then click “Next.”

4. Make sure that the “Standard Upload” option is selected. Under the WebCT 6 Server server drop-down menu, choose “ - add new server – ”.

5. When prompted, choose “No, I want to enter the server settings manually”. Next, enter the following text in the Address box:  
“<https://georgiasouthern8.view.usg.edu/webct/>” and click Extract. Choose the Georgia Southern University institution and continue to step 6.

6. Type in a description for the server. This will be saved, and allow you to skip this step in the future. Suggested is “GeorgiaVIEW”.
7. You can now type in your username and password for GeorgiaVIEW (obtained from My.GSU Personal Settings page) and click the Remember by User Name and Password (optional).
8. Choose “Skip connection test,” then click “Next” to continue. Click “Finish” on the next screen.

9. The screen from step four will reappear with new information. Click “Next” to continue. If you chose not to have StudyMate remember your user name and password, you will be prompted to enter them now.
  
10. After a few seconds, the Publish Wizard will load a new interface, which allows you to designate the section where you would like to load the study materials. Follow the steps and choose what you would like. You are now ready to connect to GeorgiaVIEW for all future operations.

