

**LAN SCHOOL DOCUMENTATION  
FOR PROJECT (MYITLAB) EXAMS IN CAMPUS LABS**

**To allow students to access only MyITLab website (no other websites) for submitting Project Exams, please follow these steps:**

1. Open LanSchool
2. Click Restrict
3. Click Configure Web Limiting...
4. Under the Web Limiting tab, select Allow Only The Following Websites:
5. Type the following (or copy and paste)
  - `http://www.pearsonmylabandmastering.com/*`
  - `http://portal.mypearson.com/*`
  - `http://digitalvellum.next.college.com/*`
  - `http://mylabs.px.pearsoned.com/*`
6. Click Apply
7. Click OK
8. On the toolbar, click the arrow to the right of Limit Web
9. Select Allow List
10. All logged in computers will display a limit web icon

**To limit USB and H:\ Drive**

1. Click the Limit Drive icon to limit USB (this will only limit USB)
2. Click on Run
3. Click Browse
4. Go to I:\Academic\Applications\LanSchool\7.7
5. Select DisconnectH.exe
6. Click OK
7. To provide access to the H:\ drive, you may need to restart your instructor system or click on the limit drives icon and have the students restart their systems

**To distribute a file to student's desktop, please follow these steps:**

1. Open LanSchool
2. Click on Administer
3. Click on Send Files to Students
4. Click Browse and locate your file
5. In the Custom Folder textbox, type (or copy and paste)
  - `c:\users\all users\desktop`
6. Click Send Now

**To collect a file from student's desktop, please follow these steps:**

1. Open LanSchool
2. Click on Administer
3. Click on Collect Files from Students
4. In the File(s) to collect:, type in the filename and extension
5. If you want delete the file after collecting, select the checkbox next to Delete Student File(s) after successfully collected
6. In Copy files to..., type in where you want to save the collected files
7. Click Collect Files