Using Test Exceptions to Modify Testing Options for Individual Students

- 1. In your Blackboard course, go to the content area where you have the link to your test.
- 2. Hold your mouse to the right of this test link until you see a down arrow and the drop down menu options.
- 3. One of those options is "Edit the Test Options." Click on this.

QUINSIGAMOND Community College Welcome Star	rfish My Portfo	Dio Edit the Test Edit the Test Options	My Files SI O Assessme Typeltin	nt My Help System Adm	・ ひ ^ iin
 Assignments +	Assignn	Adaptive Release Adaptive Release: Advanced Add Alignments Set Review Status(Disabled)		Edit Mode is:	E
ENG100_FA15_B4 Intro. to English Composition Build Content	Metadata Statistics Tracking (On/Off) User Progress	✓ Partner Content ✓	Discover Content	†4	
Course Materials Start Here & Syllabus Assignments	Enal	Move Move Item Analysis			
Learning Modules	Enal	#1 bled: Adaptive Release			

- 4. Scroll down until you see the section marked "Test Availability Exceptions."
- 5. Click on "Add User or Group."



6. Click on the check box next to the name of the student who needs to see the test on Saturday.

dd User or Group – Bluckboard Learn - Mozi	lla Firefox	
https://mycourses. cc.edu /webapps/assess	nent/courseUserGroupSearch.jsp?runSearc	h=true&course_id=_18815_1&usrgrp_ids=-1&filter_crw=stu&search_field=any&match=n
Search: Any Vot Blank	▼ G0	
Urer or Group	Username	Name
	sbooth	Sheila Boo
	abeaudry_test	Amy (Test Student) Beaudry
		Displaying 1 to 2 of 2 items Show All Edit Paging
		Cancel Submit

7. Click on the "Submit" button.

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8. Under "Availability," click on the calendar icon.

	TEST AVAILABILITY EXCEPT			
· · · · · · · · · · · · · · · · · · ·	Add User or Group Remove A	II Exceptions		
	Name	Attempts	Timer	Availability
	👤 Amy (Test Student) Beaud	ry Single Attempt →	✓ 60─ Auto Submit	
Select your dates and	times of availability.			
Beaudry Single Attempt After: 10/24/2015 II 12:00 AW Enter dates as mm/dd/yyyy. Time r Until: 10/24/2015 II 11:59 PM	60 60 may be entered in any increment.			

Clear Cancel Save

- 10. Click on the "Save" button.
- 11. Scroll down and click on the "Submit" button at the bottom of the page.

