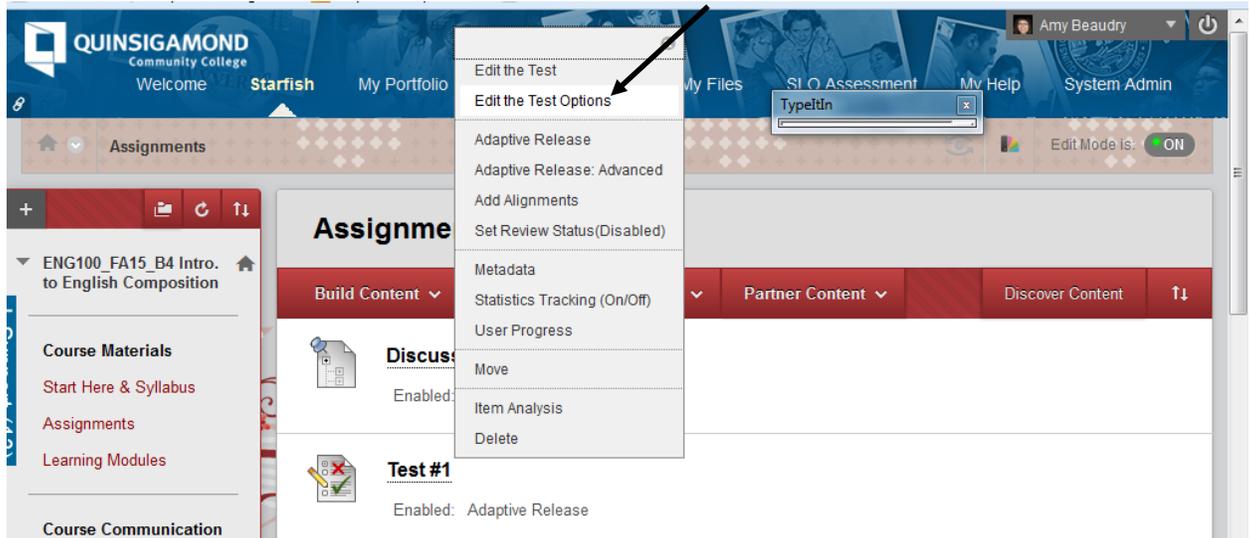
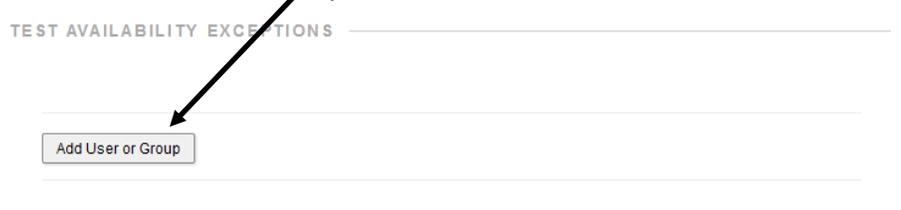


# Using Test Exceptions to Modify Testing Options for Individual Students

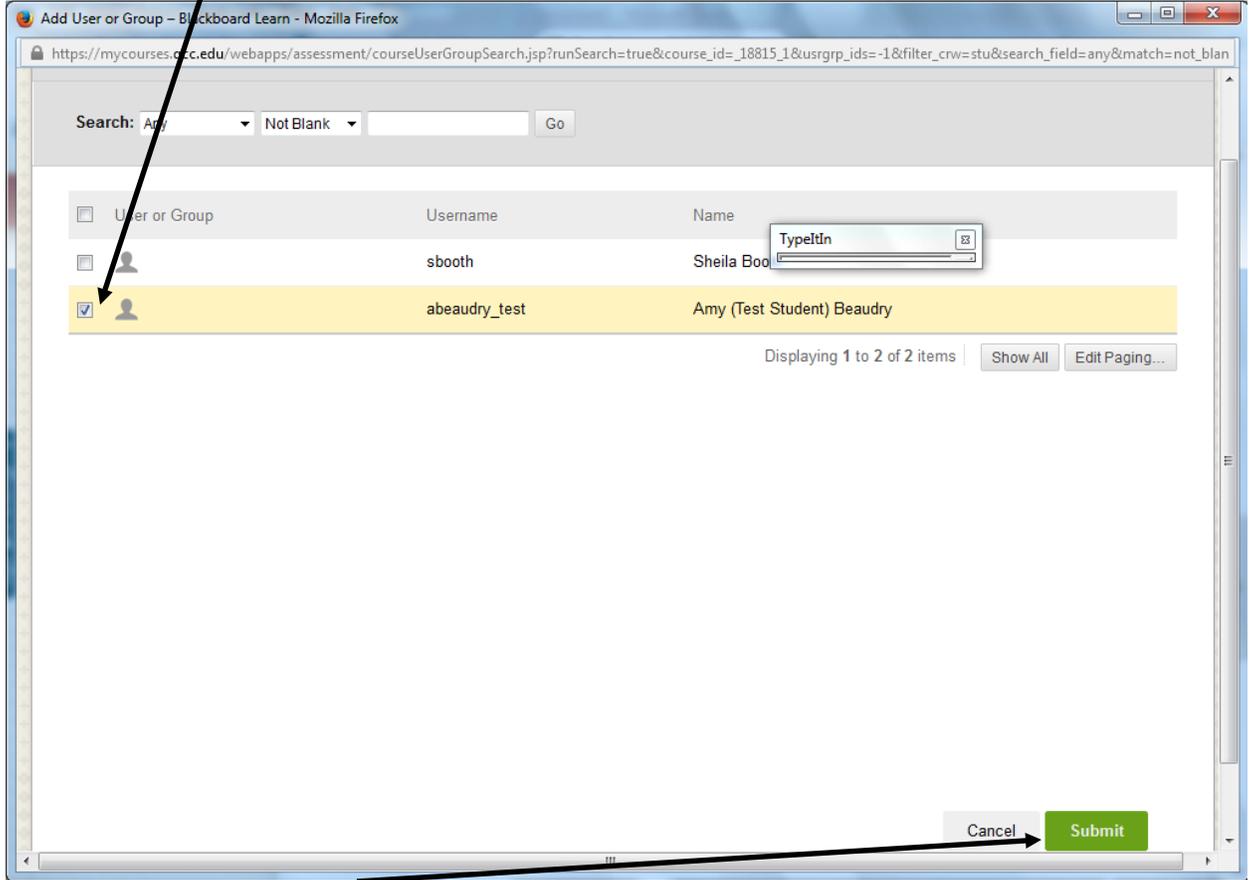
1. In your Blackboard course, go to the content area where you have the link to your test.
2. Hold your mouse to the right of this test link until you see a down arrow and the drop down menu options.
3. One of those options is "Edit the Test Options." Click on this.



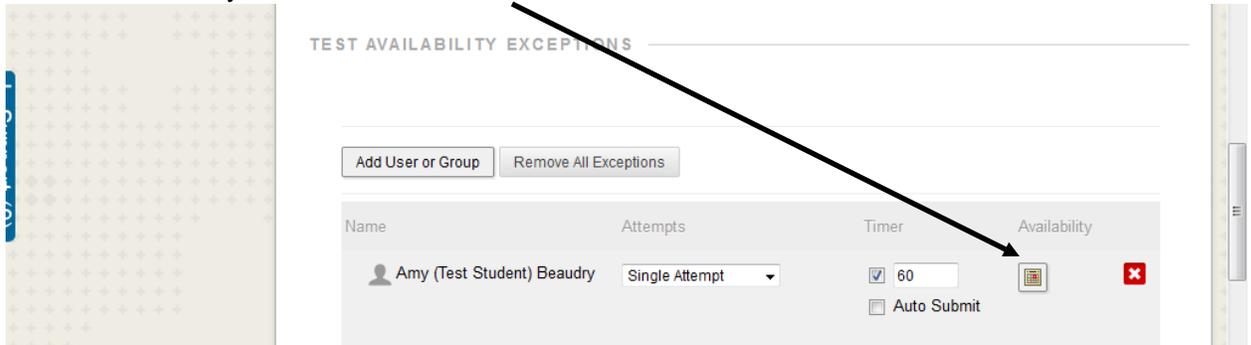
4. Scroll down until you see the section marked "Test Availability Exceptions."
5. Click on "Add User or Group."



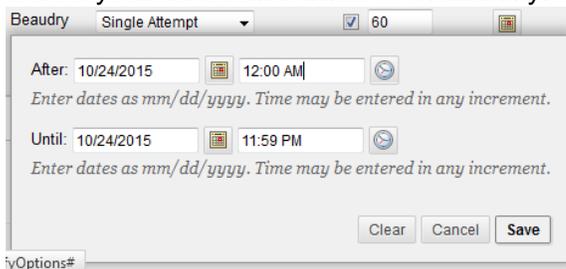
- Click on the check box next to the name of the student who needs to see the test on Saturday.



- Click on the "Submit" button.
- Under "Availability," click on the calendar icon.



- Select your dates and times of availability.



10. Click on the “Save” button.

11. Scroll down and click on the “Submit” button at the bottom of the page.

