Test Access Control - Test Availability Exceptions

Last Modified on 17/01/2025 11:12 am HKT

Overview

- Applicable to Test (and Survey) only
- For existing test availability settings, you can make exceptions for individual students or groups
- If the settings exist for a test or survey, you can create these exceptions:
 - Number of attempts
 - Timer
 - Availability: Date and time the test is available to the student or group
 - Force completion
 - Restrict location
- For details: Blackboard Help: Test availability exceptions (https://help.blackboard.com/Learn/Instructor/Original/Tests_Pools_Surveys/Test_and_Survey_Options)

Steps:

1. Access a Test's menu and select "Edit the Test Options".

	CU-2019 Blackboard Sand	box Course (ITSC-SC0181)	Test			
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<u>م</u>	SC0181) Notifications	Build Content ∨	Assessments \lor Tools \lor Partner Content \lor			
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Ŀ	Course Contents	•	Edit the Test Edit the Test Options			
ኇ	Discussion Board	•	Make Unavailable			
<u>~</u>	Groups	•	Adaptive Release			
	Email 🖾	•	Adaptive Release: Advanced			
	Tools 🖾	•	Set Review Status(Disabled)			

2. On the Test Options page, scroll down and click "Add User or Group" under Test Availability Exceptions. You will then see a pop-up window.

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indicates a required field.			
TEST INFORMATION			
Name Dnline Test			TEST AVAILABILITY EXCEPTIONS
Choose Color of Name Black			
Content Link Description			
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3. In the pop-up window, select "Not blank" then click "Go". Select the user(s) then click "Submit".

🝅 Add User or Group – Blackboa	ard Learn - Mozilla Firefox		- 🗆
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Add User or (Group		
Search: Any	V Not Blank	Go	
, all			
USER OR GROUP	USERNAME	NAME	
□ ⊥			
			Cancel Submit

4. Set the test availability exception for the student(s). Click "Submit".

Note: Please check if the exceptions would contradict with the existing settings (e.g. Availability in Test Exceptions VS "Due Date - Do not allow students to start the Test if the due date has passed")

TEST AVAILABILITY	EXCEPTIONS			
Add User or Group	Remove All Exceptions			
NAME	ATTEMPTS	TIMER	AVAILABILITY	,
٠	Unlimited Attempts			*
				Cancel Submit