Take a Test in Blackboard



- Open the content area where the instructor has placed the assessment, quiz or test. The instructor will inform you as to where it is located
- 2. Click the **assessment link** to access the test

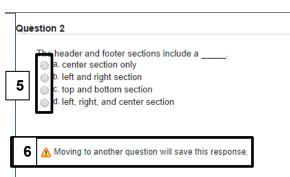
Quiz4

If this item does not open automatically you can open Quiz4 here

- 3. Click **Click to Launch** to open the test
- 4. On the next page, click Begin







- 5. Depending on your instructor's preferences, the test can be administered two ways:
 - One question at a time
 - All the questions at once
- 6. Choose the best answer. You may save the answer or rely on Blackboard to automatically save each answer when you advance to the next question
- 7. If the questions are administered one at a time, you can click the **advance** or **reverse buttons** at the *bottom right of the page* to advance to the next question or skip a question
- 8. Note that if you instructor allows you to, you may exit the test at any time and return to it later, as long as you *DO NOT* click the submit button
- 9. When you have completed the test, be sure to review all of the questions to ensure that they have been answered
- 10. Click Submit

