Take a Test in Blackboard

1. Click Tests or Assignments (The instructor will inform you as to where the tests are stored) to access the test.
2. Click the link for the test.

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. 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 skip the question.
7. 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 DONOT click the submit button.
8. When you have completed the test, be sure to review all of the questions to ensure that they have been answered. Click the Submit button.