

Blackboard Tests – *Tips for Success!* (Students)

Browser and Internet connection information

Check these items BEFORE you begin the test!

- Clear your browser's cache!
- Internet Connections:
 - o Wireless or Dial-up Connections are NOT recommended
 - o Always use a hard-wired connection
- DON'T click on the link to the test/or quiz unless you are ready to take it at that time!
- DON'T double click the link to the test or the "Begin" button – you may see "The assessment has already been taken" and you may not be able to proceed with the test!
- Close ALL other applications (Facebook, Twitter, instant messaging, email, etc.)
 - o Avoid opening other windows once you've started the test
 - o If the instructor allows the use of additional windows or websites, open them first
- Turn off all pop-up blockers OR make Blackboard a Trusted Site (see above)
- Maximize your browser window - if you resize the window or launch a second browser window after starting the test you may be locked out of the test!

While taking the test:

- Wait for the entire test to load before you answer or save the first question
 - o Scroll down to the bottom of the test to make sure all questions appear (unless questions are presented one at a time)

Blackboard tests are set to "time out" after a certain amount of time. Click Save periodically to avoid this problem!



