

# Understanding Test Settings

Some of the options instructors have when setting up a test:

- **Timer:** A time limit can be specified and it can be enforced by “Auto-Submit”
- **Attempts:** There can be one attempt allowed, unlimited attempts, or a specific number of attempts
- **Question delivery:** Question can be delivered one at a time with backtracking allowed, one at a time with backtracking prohibited, or all at once
- **Due Date:** A Due Date may be set and submissions after the Due Date may be prohibited
- **Display dates:** A date range can be specified to control when the link to the test is visible and active
- **Force Completion:** This setting determines whether it is possible for students to leave the test and return within the allotted time limit and availability period

## Test settings information seen before test begins

### Example 1

|                  |  |
|------------------|--|
| Timed Test       | This test has a <b>time limit of 30 minutes.</b>   |
| Timer Setting    | This test will <b>save and submit automatically when the time expires.</b>   |
| Force Completion | Once started, this <b>test must be completed in one sitting.</b> Do not leave the test before clicking <b>Save and Submit.</b> |
| Due Date         | This Test is due on July 17, 2014 11:59:00 PM EDT <b>Test cannot be started past this date</b>                                 |

### Example 2

|                  |   |
|------------------|---|
| Instructions     | Read each question carefully and keep track of the time.  |
| Timed Test       | This test has a time limit of 30 minutes.   |
| Timer Setting    | This test will save and submit automatically when the time expires.   |
| Force Completion | This test can be <b>saved and resumed at any point until time has expired</b> The timer will continue to run if you leave the test. |

#### **NOTE: It is important to understand exactly what this means.**

If a test has a time limit of 30 minutes and the Force Completion setting is OFF, you will see a message like that above. You can save the test and return, but when you do, any time spent away from the test will be LOST. You cannot use 10 minutes, leave for an hour and then come back for the last 20 minutes. Once the test is opened, the timer starts counting down and at the end of the time limit the test will submit.

In addition to the test time limit, dates may have been applied that limit the availability of the test. If you start the test 10 minutes before the end of the test availability, leave the test and come back 10 minutes later, you will not be able to get back in. The link will no longer be visible.

### Example 3

|                   |   |
|-------------------|---|
| Timed Test        | This test has a time limit of 30 minutes.   |
| Timer Setting     | This test will save and submit automatically when the time expires.   |
| Force Completion  | This test can be saved and resumed at any point until time has expired. The timer will continue to run if you leave the test. |
| Multiple Attempts | This test allows <b>multiple attempts.</b>  |

The **number** of attempts is not specified until the test is opened

### Test settings information not seen until test is started:

### Example 1

Instructions Read each question carefully and keep track of the time.

Timed Test This test has a time limit of 30 minutes. This test will save and submit automatically when the time expires.  
**Warnings appear when half the time, 5 minutes, 1 minute, and 30 seconds remain.**

Multiple Attempts This test allows 2 attempts. This is attempt number 1.

Force Completion This test can be saved and resumed at any point until time has expired. The timer will continue to run if you leave the test.

**Remaining Time: 29 minutes, 48 seconds.**

**Question Completion Status:**

**⚠ Moving to another question will save this response.**

The number of attempts is specified

Timer visible for tests with a time limit.

This is message seen when test is set to deliver one question at a time and allow backtracking.

### Example 2

Force Completion This test can be saved and resumed at any point until time has expired. The timer will continue to test.  
**This Test does not allow backtracking. Changes to the answer after submission are prohibited.**

Show Timer

**Question Completion Status:**

**⚠ Moving to the next question prevents changes to this answer.**

These are the messages seen when test is set to deliver one question at a time and backtracking is NOT allowed.

## Other things you need to know when taking a test

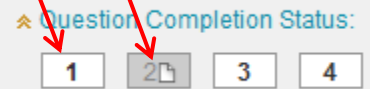
### 1. Question Completion Status

Click down arrow to expand

Questions with **saved answers** will be **grayed out**. Questions where **answer is not saved** will be **white**.

Question Completion Status:

Use to navigate between questions delivered one at a time



### 2. Submission confirmation

After submitting a test, wait until you see the submission confirmation. A screenshot can be taken for your records.

Test saved and submitted.

**Student:** HuskyCT Student

**Test:** Quiz 2

**Course:** Nursing Practice \*1 (course-0272)

**Started:** 7/24/14 2:09 PM

**Submitted:** 7/24/14 2:11 PM

### 3. What you will see when there is more than one attempt

After clicking Begin for a test with attempts remaining you will see a screen like this

You completed the Test on July 23, 2014 2:10:59 PM EDT.  
1 attempts of 2 have already been taken.

Back To Course

View All Attempts

Start New Submission

### 4. What you will see when no attempts are allowed after Due Date

This Test cannot be completed because the due date has passed. Test was due on July 24, 2014 1:30:00 PM EDT.

After clicking Begin for a test where the Due Date has passed, you will see a screen like this

Back To Course

### 5. Links to tests and columns in My Grades can disappear

Pay careful attention to the dates that tests will be available because before and after those dates the link to the test will not be visible. Those dates also affect the visibility of the test column in "My Grades". If you do not take a test, that column will not appear after the test is no longer available.

### 6. Seeing results

#### Attempts

Instructors determine how much information students will see after a test is taken and when. To see that information, click on the test score.

Date Created

Date Last Submitted or Edited

Calculated Grade

Jul 23, 2014 2:10 PM

Jul 23, 2014 2:10 PM

0