How do I take an online test in Blackboard?

1. Login to Blackboard and select your course.

2. From the Course Menu on the left, select the area of the course that contains the test.

3. Next, if necessary, scroll down the page to locate the test link.

4. Click on the test link and then click OK.

5. If asked for a password, either enter the password or ask the test proctor to enter the password.

6. Press Submit and begin the test.

7. When finished, press Submit, then OK twice to record your score in the gradebook.