TEXAS TECH UNIVERSITY
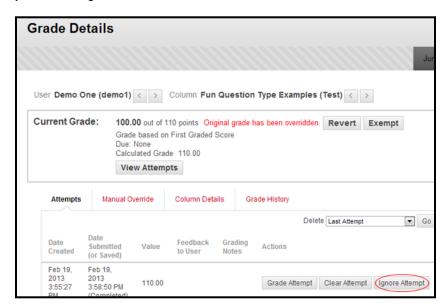Office *of the* Provost
Worldwide eLearning™

Bb

Re-Open a Blackboard Test for Student

Q. One of my students had a computer problem while taking the test and they were not able to finish the test. I would like to re-open the test to them, but the test is closed. How can I re-open the test for just one student?

1. **From the Grade Center, you will need to "ignore" the current attempt for that student.**

   To **Ignore** an individual test attempt: From the Full Grade Center, mouse over the cell for a specific student and specific assessment, and click on the action link that appears. Then, click on View Grade Details. In this section, you'll see an "Ignore Attempt" button. This will ignore the student's attempt, allowing them to take the test again, but also retain the ignored attempt for your audit log documentation.

2. **If the Test Availability to students has expired, you can use the Test Availability Exceptions in Test Options to give that student an exception to take the exam after the close date. See the [instructions for using the Test Availability Exceptions](#).**

Contact Worldwide eLearning Blackboard Support at blackboard@ttu.edu or 806-742-7227 for additional assistance.