

Add Student Tests to a Group

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You can group student tests to more easily locate and add multiple student tests to a session.

Pearson recommends that you import a student registration file to create groups and add students to them; however, you can also manually add a group after the initial import.

Prerequisites

Before you can add a student test to a group:






- The student must exist in the system and be assigned a test(s).
- And the group must exist.

Step-by-Step



Read It

(Click  to view image)

1. From **Setup**, select **Groups**. 
2. Click the checkbox next to a group. 
3. Click **Select Tasks**, select **Add/Remove Student Tests in Groups**, and click **Start**. 
4. Type a student name and select the student. 
5. Click the checkbox next to the student test. 
6. Click **Save**.

What's Next?

Assign users to the group.

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