

# Resume a Test

You can use the **Resume** feature to allow a student to continue within a test he or she exited before finishing it. If the student successfully signed out of the test — after you resume the test — the student can resume testing on any testing device without losing response data.

Resume acts as a security measure. For example, if a student has a test ticket or remembers the password, he or she cannot sign in again until the proctor resumes the test.

There are two options for resuming a student test.

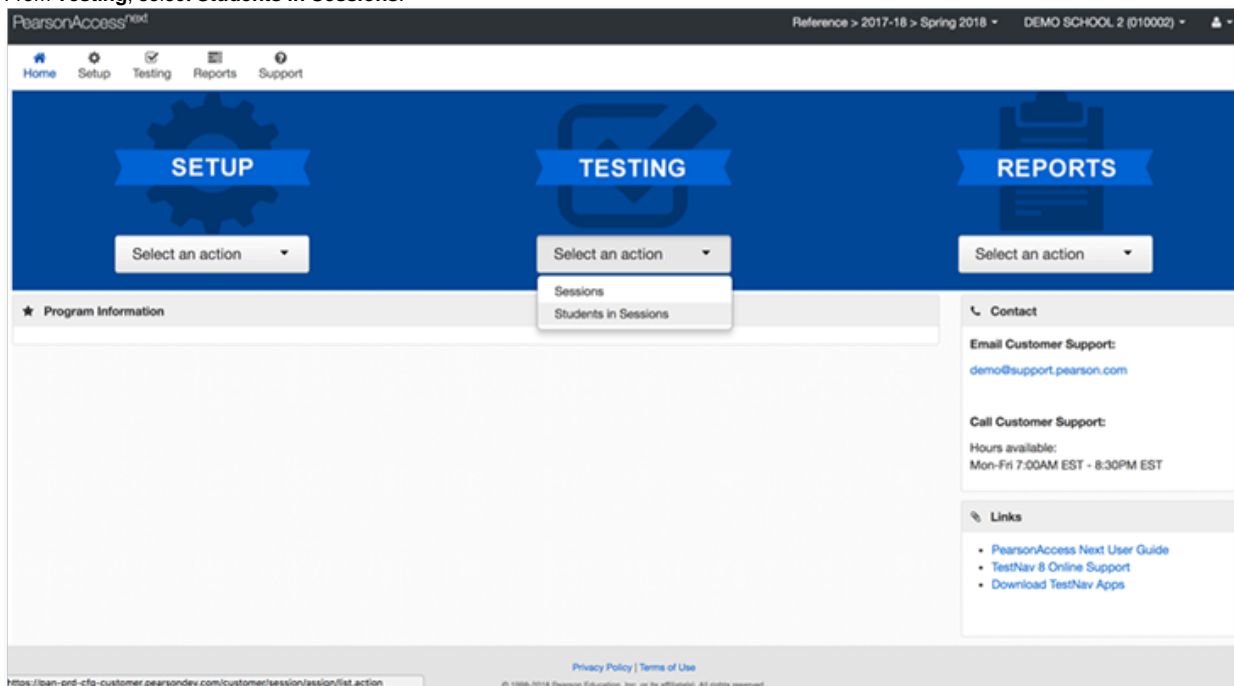
**Resume** uses only the test data last sent to the Pearson server, rather than data saved on a specific testing computer.

**Resumed Upload** prompts TestNav to check for a saved response file (SRF) on the testing computer when the student signs in to continue.

**i** If a student did not properly sign out of TestNav, follow [these steps](#) to resume the test for the student to complete. Dependent upon your program's requirements, the system can automatically set student tests to a "Resumed" status, enabling those students to log back in and continue testing.

## Step-by-Step

1. From **Testing**, select **Students in Sessions**.



2. Click **Add a Session**.

# Students in Sessions

[Go to Sessions »](#)

Tasks 0 Selected

Select Tasks

Start

Students in Sessions 0 Selected

Clear

Manage

Session List

Add a Session

Add a specific session to the left or search all sessions in Spring 2018 below

Find Students

In the selected session(s) above

Search

Filters

Clear Hide

Organization

Select one or more

Student Code

Starts with

No Results

Displaying 25 Manage Columns

Student Code

Last Name

First Name

Middle Name

Username

Session

Form Group Type

Form

Search or select a filter to view results.

- Type a session name into the search field, and click **Search**.

# Students in Sessions

[Go to Sessions »](#)

Tasks 0 Selected

Select Tasks

Start

Session List

Add a Session

Filter

Session Example 4

1 items of 1

☒

SESSION EXAMPLE 4

No more sessions to load

Find Students

In the selected session(s) above

Filters

Clear Hide

Organization

4. Click the checkbox next to the session.

The screenshot shows the 'Students in Sessions' interface. At the top, there's a blue header with the title and a 'Go to Sessions »' link. Below the header, there are two main sections: 'Tasks' on the left and 'Students in Sessions' on the right. The 'Tasks' section has a '0 Selected' status and a 'Start' button. The 'Students in Sessions' section has a '1 Selected' status and a 'Clear' button. A dropdown menu is open, showing a search bar with 'Session Example 4' and a list of results. The first result is 'SESSION EXAMPLE 4' with a green dot and a checkbox. Below the list, it says 'No more sessions to load'. At the bottom of the dropdown, there is an 'Add Selected' button. The background interface includes a 'Session List' section with an 'Add a Session' button, a 'Find Students' section with a search bar, and a 'Filters' section with 'Organization' and 'Student Code' filters. A table at the bottom shows columns for 'First Name', 'Middle Name', 'Username', 'Session', and 'Form Group Type'.

5. Click **Add Selected**.

This screenshot is similar to the previous one, showing the 'Students in Sessions' interface. The dropdown menu is still open, displaying the search results for 'Session Example 4'. The 'Add Selected' button at the bottom of the dropdown is highlighted with a red rectangular box, indicating the next step in the process. The rest of the interface, including the header, task and session selection bars, filters, and the table, remains the same as in the previous screenshot.

6. Search to find the student whose status you want to view.

Find Students In the selected session(s) above

Lastname3 Search

Filters Clear Hide

Organization Select one or more

Student Code Starts with

Local Student Code

1 Results

Displaying 25 Manage Columns

<input type="checkbox"/>	Student Code	Last Name	First Name	Middle Name	Username	Session	Student Test Status	Form Group Type
<input checked="" type="checkbox"/>	2887747565	LASTNAME3	STUDENTNAME3		1043069114	SESSION EXAMPLE 4 (Discovery Demo)	Exited	Main

7. Click the arrow next to the student's status, and select either **Resume** or **Resume Upload**.

Find Students In the selected session(s) above

Lastname3 Search

Filters Clear Hide

Organization Select one or more

Student Code Starts with

Local Student Code

1 Results

Displaying 25 Manage Columns

<input type="checkbox"/>	Student Code	Last Name	First Name	Middle Name	Username	Session	Student Test Status	Form Group Type
<input checked="" type="checkbox"/>	2887747565	LASTNAME3	STUDENTNAME3		1043069114	SESSION EXAMPLE 4 (Discovery Demo)	Exited	Main

Resume

Lock

To resume multiple student tests, repeat steps 1 through 5, and then:

6. Click the checkbox next to the student tests.

Find Students In the selected session(s) above

Search

Filters Clear Hide

Organization Select one or more

Student Code Starts with

Local Student Code Starts with

3 Results

Displaying 25 Manage Columns

<input type="checkbox"/>	Student Code	Last Name	First Name	Middle Name	Username	Session	Student Test Status	Form Group Type
<input checked="" type="checkbox"/>	2234567811	TAYLOR	KATHY		9856897083	SESSION EXAMPLE 5 (Discovery Demo)	Exited	Main
<input checked="" type="checkbox"/>	2384777778	JAMES	OLIVER		9629464714	SESSION EXAMPLE 5 (Discovery Demo)	Exited	Main
<input checked="" type="checkbox"/>	3333335553	LANE	JOANNA		5562546977	SESSION EXAMPLE 5 (Discovery Demo)	Exited	Main

7. Click **Select Tasks**, select **Resume Student Tests**, and click **Start**.

## Students in Sessions

Go to Sessions +

Tasks 1 Selected

Select Tasks

Start

Student Test Statuses

Mark Student Tests Complete

Resume Student Tests

Retake Student Tests

Students

Add Students to Sessions

Remove Students from Sessions

Move Students between Sessions

Student Tests

Manage Student Tests

Unlock Sections

Manage Sections

Override Resume Restriction

Students in Sessions 3 Selected Clear

Manage

SESSION EXAMPLE 5

In Progress

Stop Session

Manage Sections

Refresh

SESSION EXAMPLE 5 (3 Student Tests)

3

Student Test Status Key

Ready

Resumed, Resumed

Upload

Active

Exited

Completed, Marked

Complete

Find Students In the selected session(s) above

Search

Filters Clear Hide

3 Results

Displaying 25 Manage Columns

Student Code	Last Name	First Name	Middle Name	Username	Session	Student Test Status	Form Group Type
2234567811	TAYLOR	KATHY		9856897083	SESSION EXAMPLE 5 (Discovery Demo)	Exited	Main

8. Click the checkbox next to the student tests, and click **Resume**.

Tasks for Students in Sessions

Add Task

Previous Task

Next Task

Exit Tasks

Resume Student Tests

Resume Student Tests

Resume Reset

STUDENTS IN SESSIONS (3)	DETAILS	STUDENT TEST STATUS
<div>STUDENT NAME (CODE)</div> <div>JAMES, OLIVER (2384777778)</div>	<div>SESSION (STUDENT TEST)</div> <div>SESSION EXAMPLE 5 (Discovery Demo)</div>	<div>Exited</div>
<div>LANE, JOANNA (3333335553)</div>	<div>SESSION EXAMPLE 5 (Discovery Demo)</div>	<div>Exited</div>
<div>TAYLOR, KATHY (2234567811)</div>	<div>SESSION EXAMPLE 5 (Discovery Demo)</div>	<div>Exited</div>

This action is not reversible.

Required

Resume Reset

## Video

### What's Next?

After you resume a student test, you must also unlock the test or unit of the test.