Add Student Tests to a Group

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.

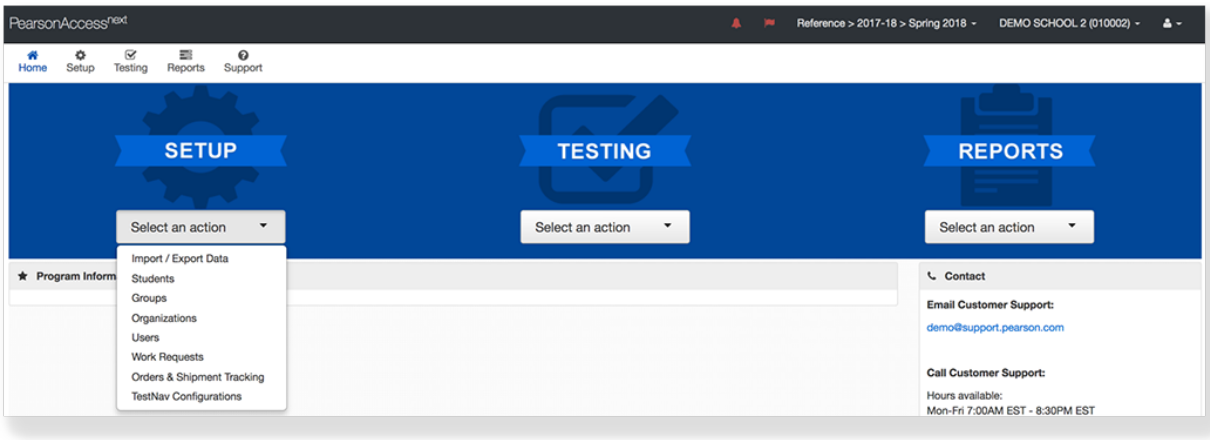
Prerequisites

Before you can add a student test to a group:

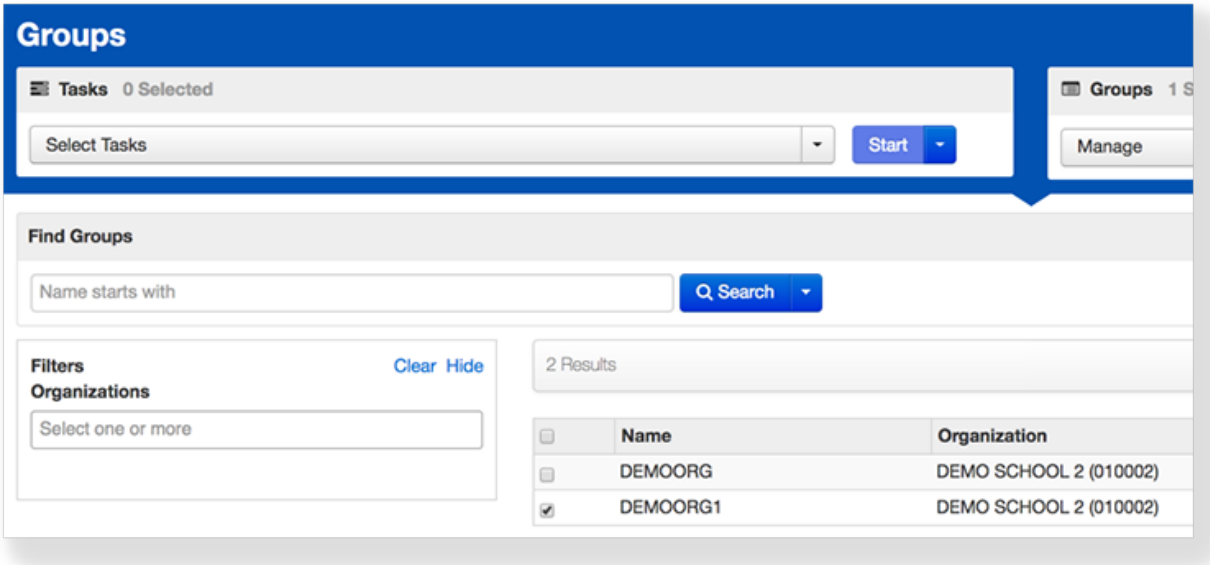
- The student must exist in the system and be assigned a test(s).
- And the group must exist.

Step-by-Step

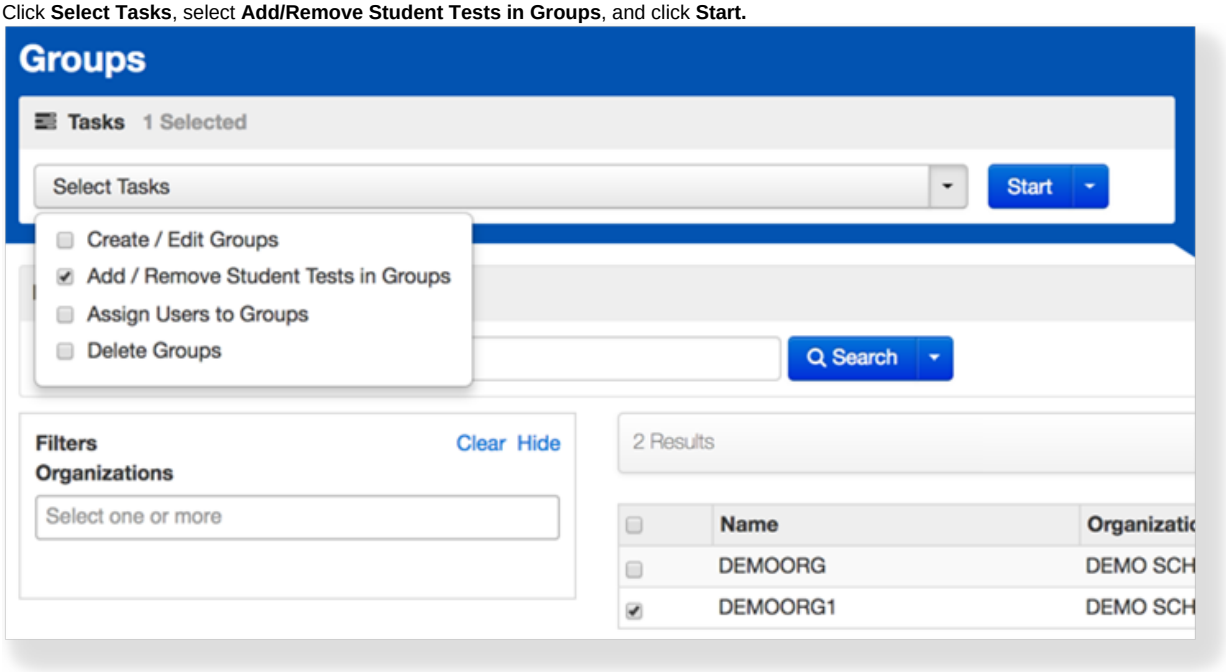
1. From **Setup**, select **Groups.**



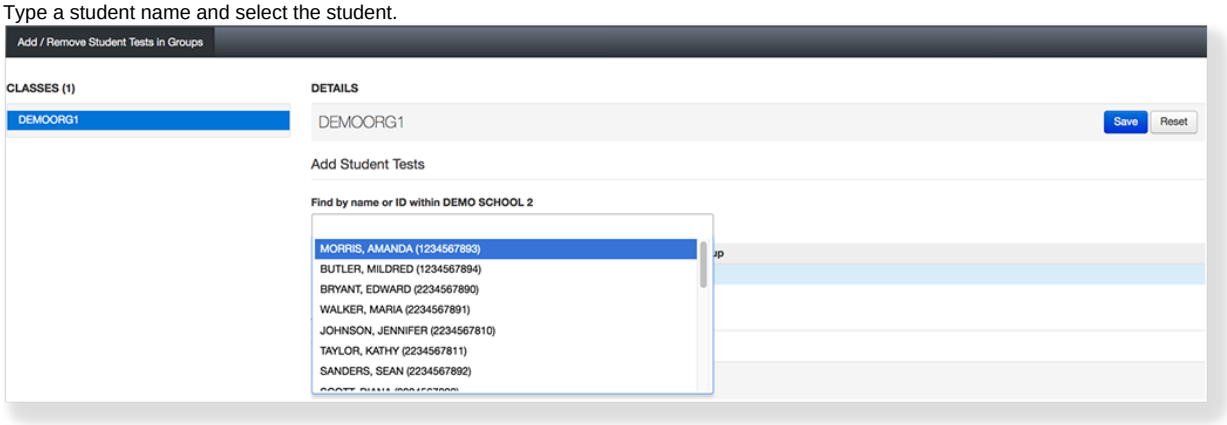
2. Click the checkbox next to a group.



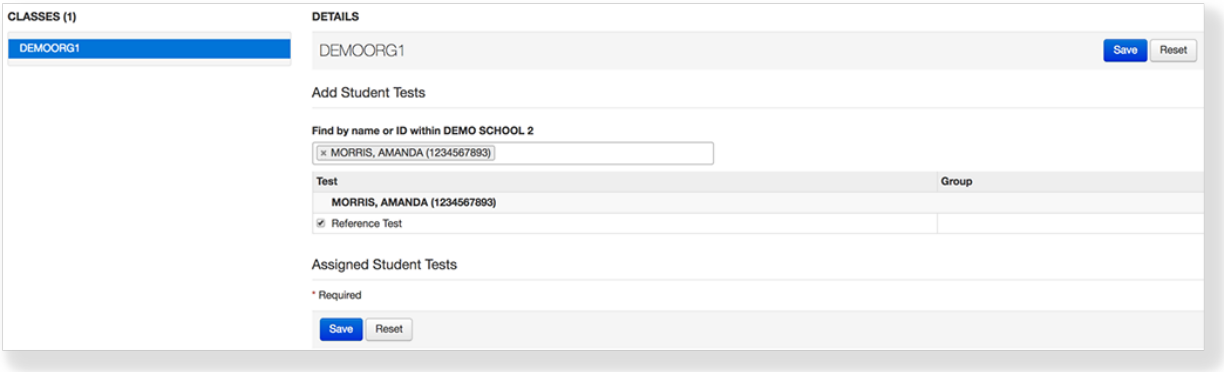
3. Click **Select Tasks**, select **Add/Remove Student Tests in Groups**, and click **Start.**



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.