

Unlock Test Sections



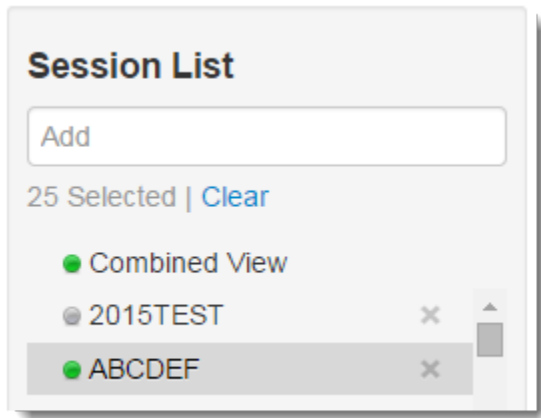
Some features are only available to some user accounts. Each user account has a user role(s) and permissions associated with it. These permissions control the data the user can view and actions the user can perform. If you do not see a specific feature, your account is not configured to access it. See [Manage Users](#) for more information.

Your testing program will provide information identifying user roles and what each is permitted to do and see.

This information only applies to tests with more than one locked section.

To unlock test sections and allow one or more student(s) to access the beginning of a test, follow these steps:

1. From **Testing > Students in Sessions**, add test session(s) to the **Sessions** list on the left of the page. *If you have trouble finding your session, go to **Testing > Sessions** and select the test session(s) that contain the students whose status you want to view. Return to **Students in Sessions** and the session(s) will already be listed.*



2. Click a session to select it from the list.
3. Open the task list and select **Unlock Sections** and click **Start**.

Students in Sessions [Go to Sessions »](#)

Tasks 0 Selected

Select Tasks

- ☐ Student Test Statuses
 - ☐ Mark Student Tests Complete
 - ☐ Resume Student Tests
 - ☐ Undo Student Test Submissions
 - ☐ Retake Student Tests
- ☐ Students
 - ☐ Add Students to Sessions
 - ☐ Remove Students from Sessions
 - ☐ Move Students between Sessions
- ☐ Student Tests
 - ☐ Manage Student Tests
 - ☐ Form Override
 - ☐ Unlock Sections
 - ☐ Set Section Start / Resume
 - ☐ Manage Sections
- ☐ Override Resume Restriction

Add a S

above ▾

4. Mark the box next to the student to select the student and click **Unlock**. *The student must be in **Resumed** or **Exited** status.*

Unlock Sections

STUDENTS IN SESSIONS (1)		DETAILS
<input type="checkbox"/>	STUDENT NAME (CODE)	SESSION (STUDENT TEST)
<input type="checkbox"/>	LASTNAME, FIRSTNAME (123456789) ⓘ	PRH (English)

This action is not reversible.

* Required