

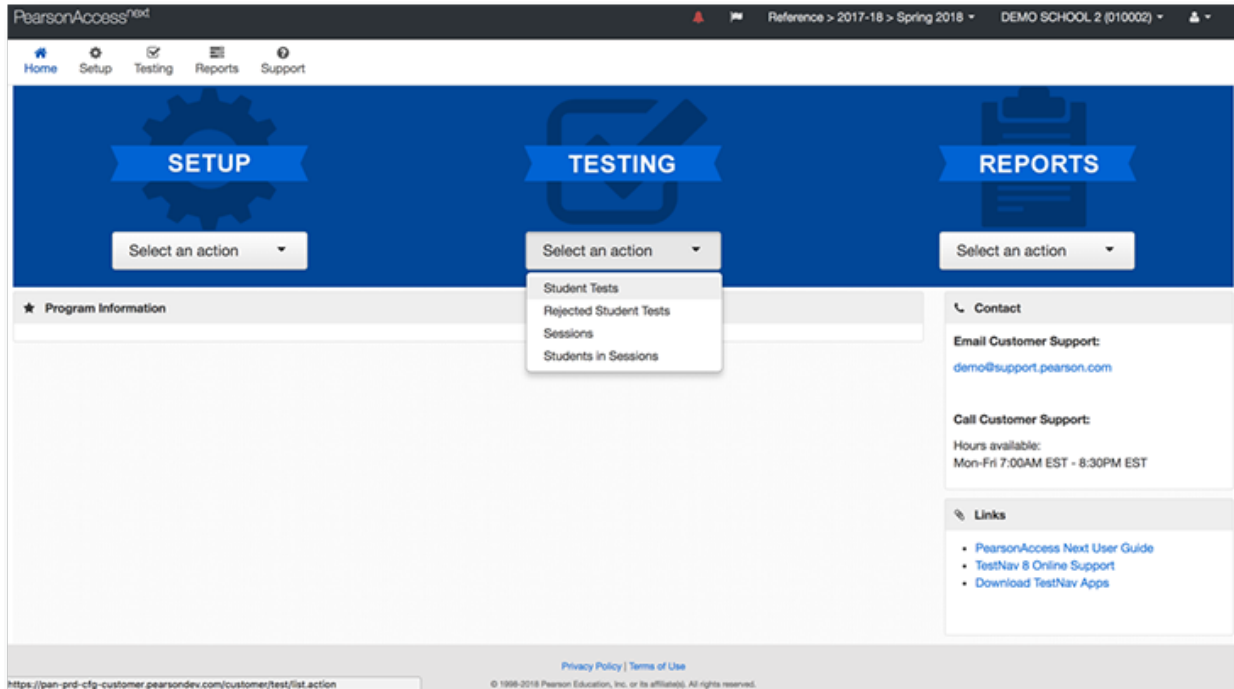
Edit Student Test Details

You can edit student test details to change the student's organization or update student testing attributes (for example - testing mode, accommodations, do not report).

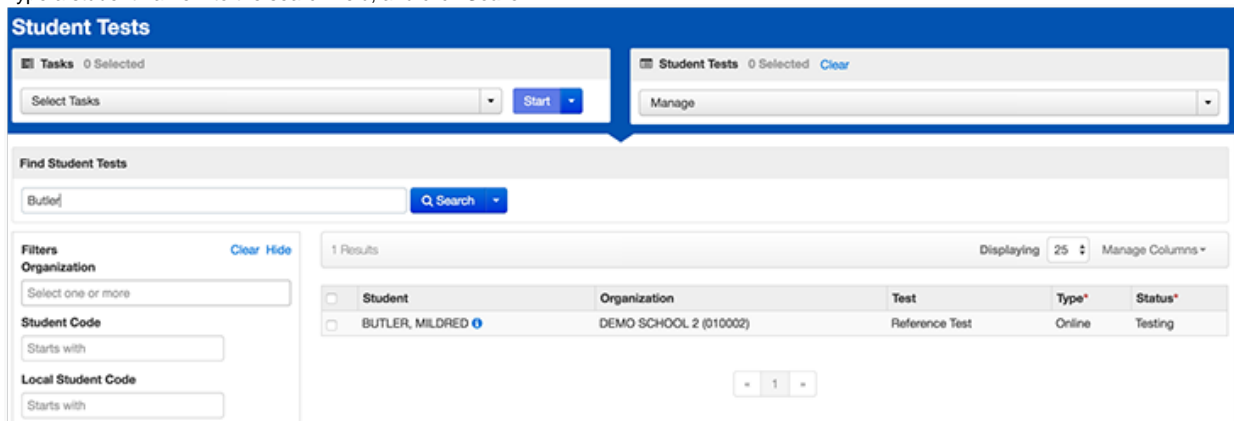
Editing student test details does not allow you to change a student's responses.

Step-by-Step

1. From **Testing**, select **Student Tests**.



2. Type a student name into the search field, and click **Search**.



3. Click the checkbox next to the student test(s).

Find Student Tests

Butler Q Search

Filters Clear Hide

Organization
Select one or more

Student Code

1 Results

Displaying 25 Manage Columns

<input type="checkbox"/>	Student	Organization	Test	Type*	Status*
<input checked="" type="checkbox"/>	BUTLER, MILDRED	DEMO SCHOOL 2 (010002)	Reference Test	Online	Testing

4. Click **Start** and select **Edit Student Tests**.

Student Tests

Tasks 0 Selected Start

Select Tasks

Student Tests 1 Selected Clear

Manage

Find Student Tests

Butler Q Search

Filters Clear Hide

Organization
Select one or more

Student Code

1 Results

Displaying 25 Manage Columns

<input type="checkbox"/>	Student	Organization	Test	Type*	Status*
<input checked="" type="checkbox"/>	BUTLER, MILDRED	DEMO SCHOOL 2 (010002)	Reference Test	Online	Testing

- All Tasks
- Edit Student Tests
- Manage Irregularities
- Assign Remote Testing Org
- Print Selected Barcodes

5. Type or select necessary student test details.

Tasks for Student Tests Add Task Previous Task Next Task Exit Tasks

Edit Student Tests

STUDENT TESTS (1)

BUTLER, MILDRED (1234567894)

Reference Test In Progress

DETAILS

BUTLER, MILDRED (1234567894) Save Reset

Organization*
DEMO SCHOOL 2 (0100... x

Name
Select

Type*
Online x

English Language Learner
English and History

Special Education
less than 4 hours per week

Student Test UUID
C20E8459-B860-4D82-971F-E6F

Special Programs Title 1

Gifted

Service Plan 504

* Required

Save Reset

[Show Student Details](#)
[Show Audit Trail](#)

For battery tests, you can select a unit to edit its details.

6. Click **Save**.

Tasks for Student Tests Add Task Previous Task Next Task > Exit Tasks x

Edit Student Tests

STUDENT TESTS (1)

BUTLER, MILDRED (1234567894)
Reference Test In Progress

DETAILS

BUTLER, MILDRED (1234567894) Save Reset

Organization* DEMO SCHOOL 2 (0100... x

Name Select

Type* Online x

English Language Learner English and History Special Education less than 4 hours per week Student Test UUID C20E8459-B860-4D82-971F-E6F

Special Programs Title 1 Gifted

Service Plan 504

* Required

Save Reset

Show Student Details Show Audit Trail

Effects

- To view more detailed information about the student test, click **Show Student Details**.
- To see student account change history and contributors, click **Show Audit Trail**.

Tasks for Student Tests Add Task Previous Task Next Task > Exit Tasks x

Edit Student Tests

STUDENT TESTS (1)

BUTLER, MILDRED (1234567894)
Reference Test In Progress

DETAILS

BUTLER, MILDRED (1234567894) Save Reset

Organization* DEMO SCHOOL 2 (0100... x

Name Select

Type* Online x

English Language Learner English and History Special Education less than 4 hours per week Student Test UUID C20E8459-B860-4D82-971F-E6F

Special Programs Title 1 Gifted

Service Plan 504

* Required

Show Student Details Show Audit Trail