



Flexible Learning - Blackboard

Test Options - Test Availability Exceptions

Test availability exceptions is a set of new settings on the **Test Options** page, available only after the test is added to a content area. Select one or more groups of students and make a number of exceptions to the already established availability settings. Exceptions can be used to provide an accommodation to a disabled student, or provide accommodations for technology and language differences. Exceptions can be created for:

- Number of attempts
- Timer
- Availability
- Force completion

To set Test availability exceptions follow the directions below:

- Access the **Test Options** for the test by clicking on the down arrow next to the test and selecting **Edit the Test Options**.
- Scroll down to **Test Availability Exceptions**.
- Click on [Add User or Group](#).
- The **Add User or Group** page will appear.
- Select the **users** that you wish to set an exception for, click **Submit**.
- The selected user(s) will display in the **Test Availability Exceptions** area.
- Set the desired **exception(s)** for the student(s), click submit.

The screenshot shows a table titled 'Add User or Group' with columns for 'User or Group', 'User ID or Group Name', 'First Name', and 'Last Name'. The table lists five entries: 'Demo User' (User, Demo, User), 'Jonathan DeGroot' (User, Jonathan, DeGroot), 'Logan Brown' (User, Logan, Brown), 'Demo Groups 1' (Group, Demo Groups 1), and 'Demo Groups 2' (Group, Demo Groups 2). The table has a footer with links: 'Displaying 1 to 6 of 6 items', 'Show All', and 'Edit Paging'.

3. Test Availability Exceptions

Click **Add User or Group** to search for course users and groups to add to the exception list. Timer and Force Completion must be enabled in the previous Test Availability step to enable those settings for Exceptions. If you choose to use groups, you must make the group unavailable if you do not want students to see group members. Click **Remove all Exceptions** to delete all exceptions for the test.

[Add User or Group](#) [Remove All Exceptions](#)

User or Group	Name	Attempts	Timer	Availability	Force Completion
Demo User	Demo User	Multiple Attempts ▾ 2	<input checked="" type="checkbox"/> 45	After: 04/17/2014 12:00 AM Until: 04/24/2014 11:59 PM	<input type="checkbox"/>

****Test exceptions must be set on each test. The settings do not copy over to other tests in the course.**