

Reset a Test Attempt in Blackboard

Occasionally, students may have technological issues that prevent them from finishing test attempts. In these cases, you may choose to clear their original test attempts and allow them to start over. Please note that *no record of cleared attempts is kept*.

1. Access your course

1.1 Log into Blackboard

Log into Blackboard Learn at <https://learn.kent.edu> or through Flashline.

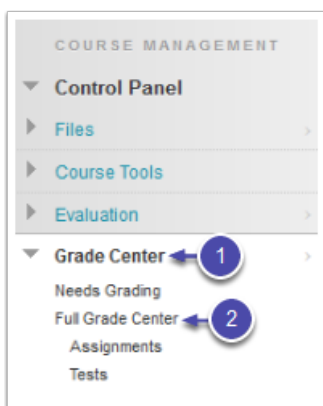
1.2 Enter your course

Click on the name of your course to access it.

2. Access and clear the test attempt

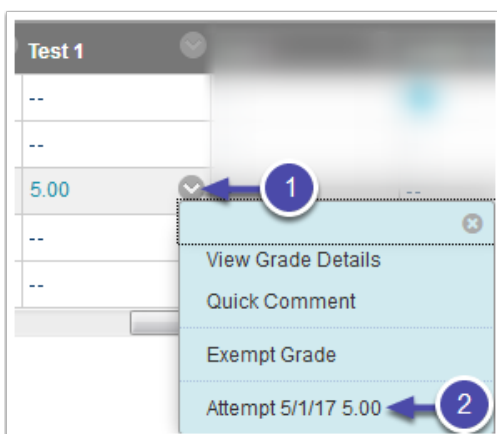
2.1 Access the full grade center

In the Control Panel, click to expand the **Grade Center** section. Then click the **Full Grade Center** link.



2.2 Locate test attempt

Locate the cell for the student's test grade. Click the **Action Link** (drop-down arrow) in that cell, then select **Attempt [date]** from the menu.

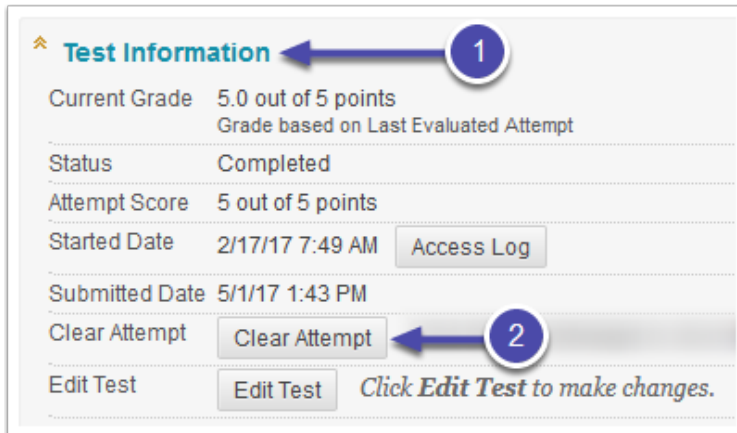


2.3 View test information

The student's test attempt will be displayed. On this page, click the **Test Information** link to expand the section.

2.4 Clear attempt

Click the **Clear Attempt** button to reset the attempt.



Test Information	
Current Grade	5.0 out of 5 points Grade based on Last Evaluated Attempt
Status	Completed
Attempt Score	5 out of 5 points
Started Date	2/17/17 7:49 AM <input type="button" value="Access Log"/>
Submitted Date	5/1/17 1:43 PM
Clear Attempt	<input type="button" value="Clear Attempt"/>
Edit Test	<input type="button" value="Edit Test"/> <i>Click Edit Test to make changes.</i>

The student's previous attempt has now been cleared and he/she may now start the test over (as long as the test is still available for the student to access).