

Tests and quizzes typically become available based on a schedule set by the instructor. Instructors may also choose the way the questions are delivered as well as the amount of time allowed to answer all questions. If a test is timed (for example 20 minutes) a timer begins counting down as soon as you click the **Begin** button. The timer continues counting down even if you close out of the test, meaning that if you leave the test and come back after the time has expired, you will not be able to answer any additional questions. For this reason, be sure that **you are prepared** and that you will have an **adequate amount of uninterrupted time** to finish a test once you begin.

## BEGINNING A TEST OR QUIZ:

When you are ready to start your test or quiz, **click on its title**.



You will be taken to a screen that lists the information and instructions for the test. Be sure to review these instructions carefully prior to beginning the test. When you are ready, click the **Begin** button.

### Begin: Exam # 1

**INSTRUCTIONS**

Timed Test	This test has a time limit of 1 hour.
Timer Setting	You will be notified when time expires, and you may continue or submit.
Force Completion	This test can be saved and resumed later. The timer will continue to run if you leave the test.
Due Date	This Test is due on October 31, 2020 11:59:00 PM EDT.

Click **Begin** to start: Exam # 1. Click **Cancel** to go back.

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*Click Begin to start. Click Cancel to quit.*

Cancel **Begin**

Your test will appear on the screen. Depending on your instructor's settings, the questions will either be delivered one at a time or all at once. If the test is timed, a "Remaining Time" indicator will also display. After an answer is selected it should automatically save the answer after a few seconds. To be sure, however, it is good practice to always click the "Save Answer" button for each question that you have answered.

Take Test: Exam # 1

**Test Information**

Description Exam #1 will cover the material covered in Chapters 1-4 of your textbook.

Instructions

Timed Test This test has a time limit of 1 hour. You will be notified when time expires, and you may continue or submit. Warnings appear when **half the time, 5 minutes, 1 minute, and 30 seconds** remain.

Multiple Attempts Not allowed. This test can only be taken once.

Force Completion This test can be saved and resumed later. The timer will continue to run if you leave the test.

Remaining Time: 56 minutes, 02 seconds.

Question Completion Status:

**QUESTION 1** 10 points  Saved

The author of the article "Where From We Come" stresses the importance of one's upbringing in the formulation of opinion.

True  
 False

**QUESTION 2** 10 points

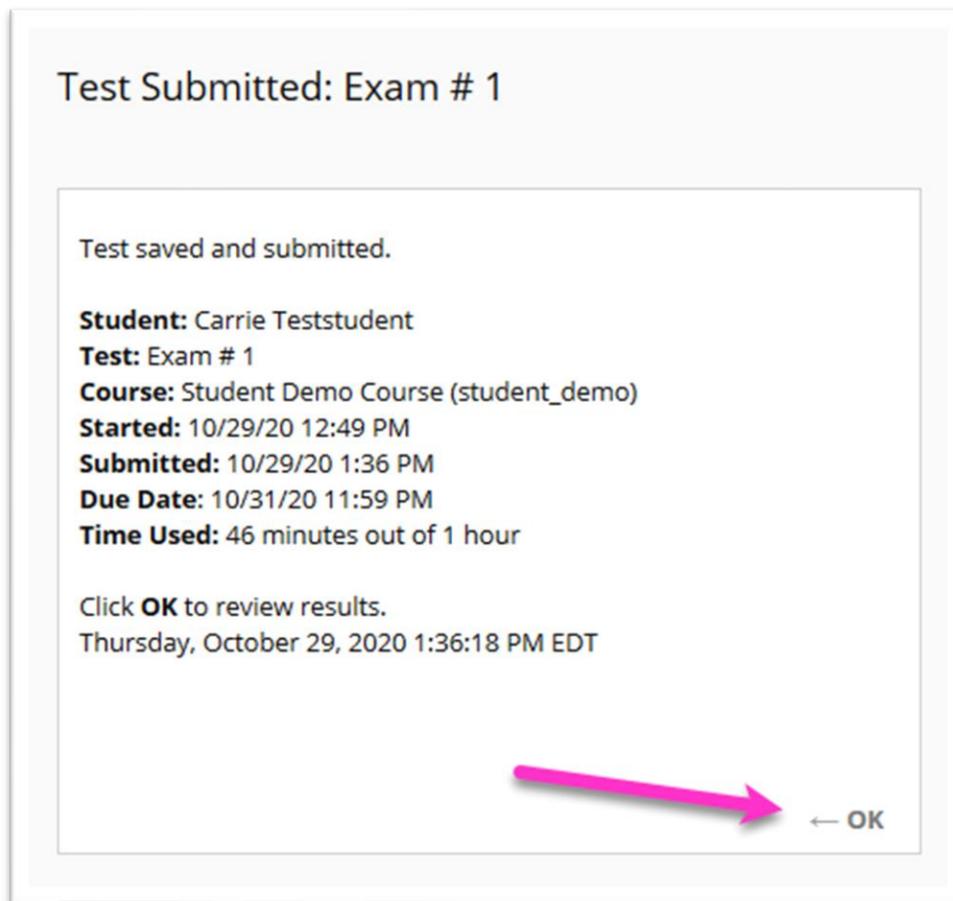
Which of the following is an example of an animal with four legs?

fish  
 bird  
 Human  
 dog

When all questions have been answered and saved, you can click the "Save and Submit" button to bring up the confirmation page.

Click Save and Submit to save and submit. Click Save All Answers to save all answers.

The confirmation page will notify you whether your test was submitted successfully and give you additional information about your submission. After reviewing your test statistics, click **OK** in the bottom right corner to move to the review section of the test if available.



\*\* Note: The information provided for the review is controlled by your instructor. You may not be able to see feedback for your test immediately after it is submitted.

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