

RegisterBlast Test Submission Information

Version 36

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RegisterBlast is the Test Centre's online test / exam registration platform for Faculty to submit testing for their students to write at the Test Centres. Tests must be submitted through the RegisterBlast system **no later than 3 days (72 hours) before** a test date.

How to Access the RegisterBlast Platform

Select the file link below for a step-by-step visual guide on how to access the RegisterBlast professor portal.

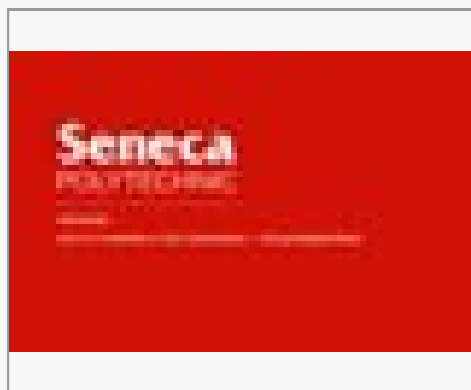
[How to Access the RegisterBlast Professor Portal.pdf](#)

For detailed information on how to add the RegisterBlast link tool in your course, view Teaching and Learning's Blackboard Ultra resource: [Adding a Zoom \(or other tool\) Link in Your Course](#)

How to Submit Testing

Select the file link or video below for visual guides on filling out the Submission Builder.

[Submission Builder Detailed Guide](#)



Deferred / Supplemental Testing - If Course has Ended

Select the file link for an informational guide on submitting deferred or supplemental testing after your course has ended and you no longer have access to the course from Blackboard.

[RegisterBlast Access and Deferred Supplemental Exam Submission.pdf](#)

RegisterBlast Help Guides

For more submission and Professor Portal informational guides, view the Help tab located within the RegisterBlast Professor portal.

The screenshot shows the Seneca Polytechnic RegisterBlast Professor portal. The top navigation bar is red with the Seneca Polytechnic logo on the left and links for Submissions, History, Help, and a user profile icon (LI) on the right. The Help tab is highlighted with a green underline and a hand cursor. Below the navigation bar, the main content area is titled 'Help' with the subtitle 'Submission guides and professor information.' A list of eight help guides is displayed in a white box with a light gray border:

- Professor New Enrollment Guide - RB
- Professor Submission Guide (video) - RB
- Using Professor History and Help (video) - RB
- Understanding the Professor Portal - RB
- How to Add New Submissions - RB
- Understanding the Submission Details - RB
- How to Edit a Submission - RB
- Retrieving Testing Documents - RB

tags : test-centre