

# Using Student Preview Mode

Published 10/5/2022 by Anh Lam

Student Preview is a feature that allows you to view, and interact with your course as if you were a student.

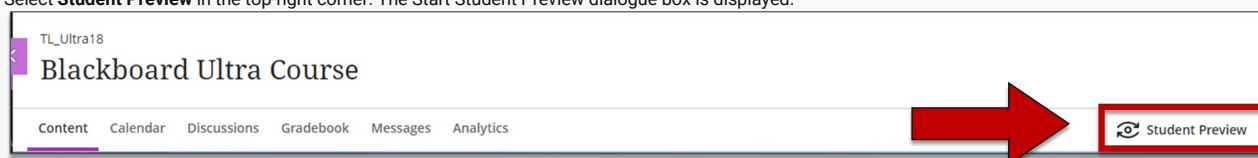


While in student preview, you will be able to:

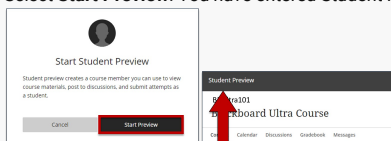
- take tests
- submit assignments
- create discussions and journal entries
- view grades as a student
- view grade feedback

## Entering Student Preview Mode

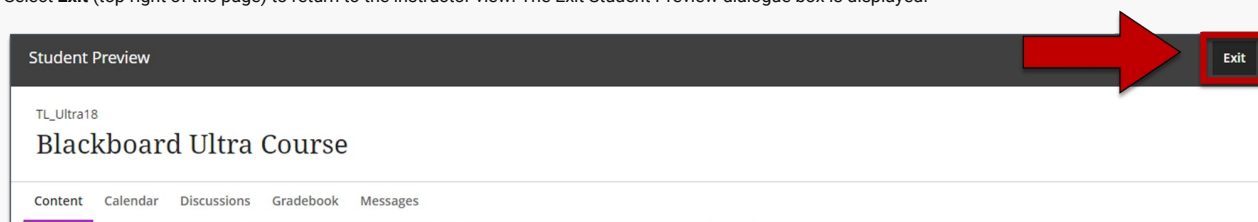
1. Select **Student Preview** in the top-right corner. The Start Student Preview dialogue box is displayed.



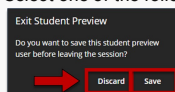
2. Select **Start Preview**. You have entered Student Preview mode.



3. View and navigate your course from the student's perspective.
4. Select **Exit** (top-right of the page) to return to the instructor view. The Exit Student Preview dialogue box is displayed.



5. Select one of the following:



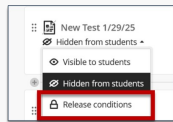
- **Discard:** Delete the changes you made while in student preview mode. There will be no evidence of another profile.
- **Save:** Save the changes you made while in student preview mode. Once saved, you will be able to grade or interact with the changes you made while in student preview.  
**Note:** Saving changes creates a temporary student profile called "(Yourname)\_PreviewUser." This is helpful if your course is open and you would like to review items such as a test or document before making it visible to students. Refer to the following section for instructions on how to use this setting to view a hidden items.

## Using Student Preview to View Hidden Items

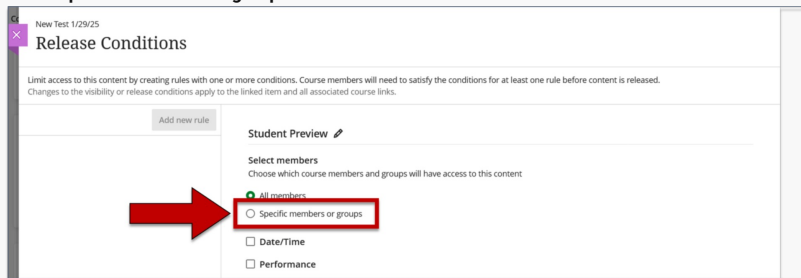
To view items without making them visible to your students, ensure that you save your student preview settings (step 5 above) upon exiting student preview.

1. Navigate to the item (e.g., test, assignment, document, etc.) that you want view from a student's perspective without making it visible.

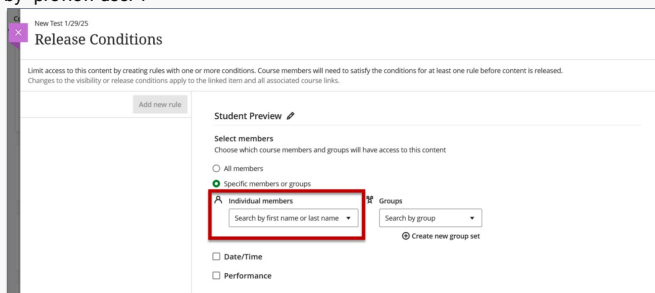
2. Select **Hidden** from students and choose **Release conditions** from the visibility options. The Release Conditions page is displayed.



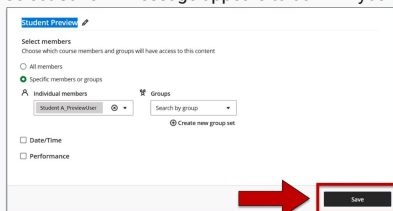
3. Select **Specific members or groups**.



4. In the Individual members section, type in the first few letters of your name and select your student preview user from the list. It would be your name followed by "preview user".



5. Select **Save**. A message appears to confirm your Student Preview rule includes your selected preview user.



6. Revisit **Student Preview** and access the item (e.g., test, assignment, document, etc.) that you wanted to view from a student's perspective without making it visible.

**Note:** If you want to view what a submission looks like, complete the assessment and submit your attempt.

When you exit Student Preview remember to select Save to view your submission as a "student preview user".

**Remember to remove the release conditions once you are done reviewing the assessment.**

## Video

This short video covers how to use the student preview mode.



## Additional Resources

- [Blackboard Help Student Preview](#)

**How did you find this article?** Use the like button below if you found this article helpful.

tags : blackboard-ultra, entering-student-preview-mode, how-to, navigating-ultra, navigation, student-preview, student-preview-mode, teaching-and-learning, teaching-and-learning-centre, testing-assesments