

Testing... is This Thing Even Working?! New Procedures for the Test Centre

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So....you have an assessment coming up and notice that some students will be using the Test Centre. You set up an email to the Test Centre and send them a copy of the test along with the student's "Request to Test" form. There! Done! Time to refuel before marking starts.

Right??

Nope! The procedures for testing have changed!



Paper note of "are you ready for exams" on computer keyboard with stationary by AtlasStudio from [Noun Project](#) (CC BY-NC-ND 2.0)

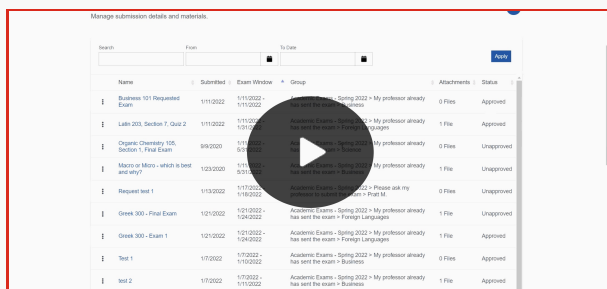
Let me introduce you to RegisterBlast. Here are the steps now for setting up an assessment that is to be done in the Test Centre:

Do This Now

Access the RegisterBlast Professor Portal: Here are instructions for [How to Access the RegisterBlast Professor Portal.pdf](#). There is more information in the [Professor New Enrollment Guide](#).

More than 72 hours Before the Test

Submit the test through RegisterBlast. Here is how to submit a test using RegisterBlast: . You could also watch this video:



For A Deferred or Supplemental Test If the Course Has Ended

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



The word "Exams" surrounded by clock and stationary on desk by AtlasStudio from [Noun Project](#) (CC BY-NC-ND 2.0)

Okay...Whew! That was a lot of links! So, the student has written! Now what??

Retrieving a Student's Completed Assessments

Once the student has finished writing you will want to retrieve their assessment. Here are the steps for [Retrieving Testing Documents](#).

Supporting Students in Learning the Process

This process is either new or a change for students. You can support them via your Learn@Seneca Course. Consider adding a course link to the RegisterBlast Portal for students to your course. You will want the course link to go to: [Student Portal for RegisterBlast](#). If you are not sure how to a course link that head to [Creating a Course Link](#) in Learn@Seneca Blackboard Ultra.

Okay! Time for a test!

See if you can answer this question on the use of RegisterBlast! Where would you click to submit a new assessment?

All the best for the last few weeks of the term!



Shot of young woman taking down notes in diary by Jacob Lund Photography from [Noun Project](#) (CC BY-NC-ND 2.0)

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