


Taking an Online Test with ExamView Student App

Logging into ExamView Student App

- 1 Open **ExamView Student**.
- 2 Enter your **assigned Student ID** provided by your instructor in the *Student ID* field.
- 3 Enter the **Online Test ID** provided by your instructor in the *Online Test ID* field.
- 4 Click .
- 5 Enter the **password** provided by your instructor in the *Password* field.
- 6 Click **OK**.
The first question on the online test is displayed.

Responding to Online Test Questions

An online test may include a variety of question types including Multiple Choice, Multiple Response, True/False, Yes/No, Numeric Response, Matching, and Short Answer. Questions and answer choices are displayed.

TIP

- You can respond to the questions at your own pace from anywhere.
- You can navigate from one question to the next. Each question is numbered and includes an abbreviation of the question type (for example, MC is a Multiple Choice question).
- The selected question displays both the question and the answer options.
- You can answer the questions in any order.
- Answers are displayed or highlighted depending on the device.
- You can return to a question and change your answer.
- **It is important to click the Save icon once you have completed a question.**

Responding to Multiple Choice Questions

Multiple Choice questions display the question and answer choices. You must select one answer choice.

- 1 In the answer options area, click the **letter** that corresponds to the answer choices.
- 2 **Save** your answer.

Responding to Multiple Response Questions

Multiple Response questions display the question and answer choices. You may select more than one response to a question.

- 1 In the answer options area, click the **letter(s)** that correspond to the answer choice(s).
- 2 **Save** your answer.

Responding to True/False Questions

True/False questions display the question and answer choices. You must select one answer choice.

- 1 In the answer options area, click either **True** or **False**.
- 2 **Save** your answer.

Responding to Yes/No Questions

Yes/No questions display the question and answer choices. You must select one answer choice.

- 1 In the answer options area, click either **Yes** or **No**.
- 2 **Save** your answer.

Responding to Matching Questions

Matching questions display the question and answer choices. You must select one answer choice.

- 1 In the answer options area, click the **letter** that corresponds to the answer choices.
- 2 **Save** your answer.

Responding to Numeric Response Questions

Numeric Response questions display the question and an answer field for you to type your response.

- 1 Click the blank **answer field**.
- 2 Enter your response by **typing your answer**.
- 3 **Save** your answer.

Responding to Short Answer Questions

Short Answer questions display the question and an answer field for you to type your response.

- 1 Click in the blank **Answer** field.
- 2 Enter your response by **typing your answer**.
- 3 **Save** your answer.

Submitting a Test

After you answer all the questions on an online test, you must submit the test.

- 1 Submit the **test**.

TIP

If the button to submit the test is not blue you have not answered all the questions on the online test.

- 2 Click **OK** to confirm that you want to submit your online test.
The *Online test successfully saved* message appears.