Pause, Suspend, or Terminate

To control a student's test, select the student and choose from the **Select Action** menu:

Action	Duration	Follow-up Action	What to Expect
Pause*	Up to 25 minutes	**Resume**	–Student must resume from the same device –Test will continue with the next question –After 25 minutes, the test becomes suspended
Suspend	Up to 28 days	**Test Again** (same day and session)	Test will continue with the next question
		–or– **Resume Test** prompt (another day)	Continue testing with either the saved testing session or a newly created testing session, whichever is more convenient 14 days is the recommended limit, because too many days of instruction between testing could influence the score
Terminate	Permanent	**Test Again** (after reassigning test)	**Caution:** System discards any answers given for the terminated test; use only if the wrong test was assigned

*Other pauses: To pause on the student device, type: **Ctrl**+**Shift**+**P** (or Ctrl+Shift+L) and enter the PIN from your console. For information about the automatic pause from rapid guessing, see .

End of Testing

Before you can begin another testing session, you must end the first session. You can run only one testing session at a time. Although it's possible to leave your testing session running until more students arrive, you cannot keep it running overnight. Every night, all sessions are closed automatically, and any tests left open become suspended.

Continuing Suspended Tests

Note: Students should continue tests within 14 days, although the maximum is 28.

Continue same day, same session	1. With the testing session still open, select the students with Suspended status. 2. Click **Select Action** and choose **Test Again**.
Continue another day, same session	If you know most of the same students in your testing session will return, you could save the session and reopen it later. Under Manage Testing Sessions, select the session you saved and click **Test Now**. The Status for everyone will be Awaiting Student, meaning they can now sign in to the session. The session password would be new while the session name remains the same. When prompted, select **Resume Test** and click **Submit**.
Continue another day, new make-up session	In a new make-up session, you can include a mix of students, those who need to finish testing and those who have not yet tested. 1. Under **Manage Test Sessions**, click **Find Students to Test**. 2. Open the **Test History Search** tab. 3. Select School, Test, and other search filters. 4. Click **Search** and then, from the pop-up list, click **Add Students**. To help find students, you can sort by the **Test Event Start Date** column. 5. **Important:** Select students and click **Assign Test** and, if needed, **Assign Accommodations**. 6. Click **Test Now**. **Note:** The Status will change to Awaiting Student for everyone, meaning they can now sign into the session. The question numbers will also be blank. 7. While confirming students, choose **Resume Test** when prompted.