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.

To end for all students:

1. On the Proctor console, click **End Testing Session**.

   If students are still testing, a prompt shows that those tests will become suspended. Click **Yes** to continue.

2. At the next prompt, choose either:

   a. **Save and Exit:** Choose if the *same group* of students will be tested together later.

   b. **Delete Session:** Choose if different groups will be formed for further testing. (Does not affect test results; students can resume incomplete tests in the same or another testing session.)

3. Close down the browser or app on student testing devices using the applicable command:

PC or Mac —	iPad —	Chromebook —
Click the **X** at top	Use the **Home** button	Click the **X** or **Shift**+**Alt**+**K**

To end one test and continue another:

1. Select the student, and then select **Test Again**.

2. Select the student and click **Assign Test(s)** to assign a new test (and also **Assign Accommodations** if it differs for the new test).

3. Ask the student to sign in again (same session name and password).