

# How to View Test Attempt\_Access Logs

## Directions:

1. Go to the Full Grade Center, Click the **down arrow by the student's grade** and then click **Attempt**. You can also click View Grade Details.

EXAM #1	EXAM #2	EXAM #
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A(90.00%)	⌵	--
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The screenshot shows a table with three columns: EXAM #1, EXAM #2, and EXAM #. The first row shows a grade of 'A(90.00%)' in the EXAM #1 column. A red circle with the letter 'A' and an arrow points to the dropdown arrow next to this grade. A dropdown menu is open below the grade, showing options: View Grade Details, Quick Comment, Exempt Grade, and Attempt 2/8/17 A (90.00%). A red circle with the letter 'B' and an arrow points to the 'Attempt 2/8/17 A (90.00%)' option.

2. Click **Test Information**

The screenshot shows a test attempt interface. At the top, it says "Viewing 1 of 4 gradable items". Below that is a navigation bar with a green checkmark, a user icon, and the text "David Hagan Attempt 1 of 1". At the bottom, there is a section titled "Test Information" with a red arrow pointing to it.

3. Click **Access Log** for more details.


**Test Information**

Current Grade 90.0 out of 100 points  
Grade based on First Evaluated Score

Status Completed

Attempt Score 90 out of 100 points

Time Elapsed 27 minutes out of 1 hour and 15 minutes

Started Date 2/8/17 9:08 PM [Access Log](#) 

Submitted Date 2/8/17 9:36 PM

Clear Attempt [Clear Attempt](#) Click **Clear Attempt** to clear this user's attempt.

Edit Test [Edit Test](#) Click **Edit Test** to make changes.

Instructions

Access Log			
The Test Time column shows times relative to the start of the test and the Time Spent column shows the time between the current Access Type and the previous Access Type. Time format is: mm:ss.			
DATE AND TIME	ACCESS TYPE	TEST TIME	TIME SPENT*
2/8/17 9:08:19 PM	Test started	00:00	00:00
2/8/17 9:08:42 PM	Saved question 1	00:22	00:22
2/8/17 9:09:02 PM	Saved question 2	00:42	00:19
2/8/17 9:09:32 PM	Saved question 3	01:12	00:29
2/8/17 9:09:52 PM	Saved question 4	01:32	00:20
2/8/17 9:10:12 PM	Saved question 5	01:52	00:20
2/8/17 9:10:52 PM	Saved question 6	02:32	00:40

*You can see details about each question.*