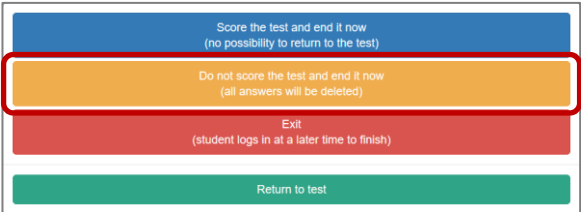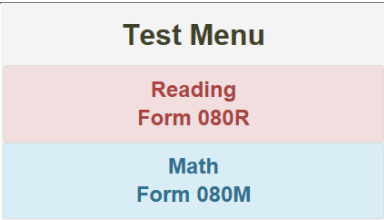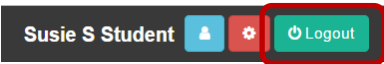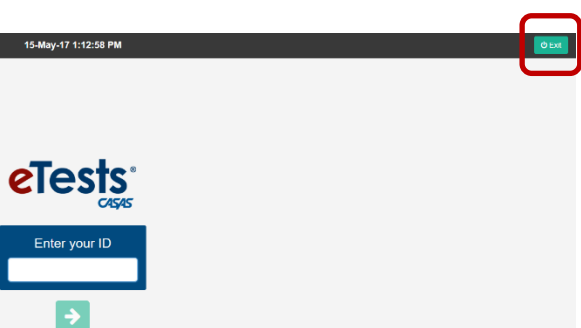## Steps to Abort a Test at the Testing Station

If a student just began taking a test and does not have enough time to complete the test in one sitting, or the test appears not to be the correct test for the student, you may interrupt and **Abort the Test** in progress. Aborting a test may be done at the **Testing Station** or at the **Management Console**.

Step	Screen	Description

1.	Score the test and end it now (no possibility to return to the test) / Do not score the test and end it now (all answers will be deleted) / Exit (student logs in at a later time to finish) / Return to test
	
	 Note! There is no possibility for the student to return to the test.
		• At the **Testing Station,**
		   o Use the **Ctrl + E** key-command.
		 • From the pop-up,
		   o Click **Do not score the test and end it now.**
		     ▪ The test is **deleted**.

2.	**Test Menu** Reading Form 080R Math Form 080M	• The **Test Menu** is reset and ready for the student to proceed as directed by the proctor.*
3.	Susie S Student ⏻ Logout	• If the student will not take any more tests, o The student will **Logout**.

4.	15-May-17 1:12:58 PM ⏻ Exit
	 eTests CASAS
	 Enter your ID
		• The application returns to the **Main** screen.
		   o The **Testing Station** remains active for the next student to begin testing – i.e., **Enter ID**.
		 • If no further testing will take place –
		   o **EXIT** the **Testing Station** at top right.
		   o **STOP** the **Testing Session** at the **Management Console.**

5.	*Note!* If the **Aborted** test was incorrect for the student, • The proctor must consult the testing coordinator for assistance before the student may begin another test. • The testing coordinator may need to override the next-assigned test if necessary or direct the proctor to test the student with a different session.	