



Note: This guide is for Blackboard Ultra courses.

Honorlock allows you to create practice assessments so students can prepare for the real experience. This guide will teach you how to create a practice assessment for your students in Blackboard Ultra. For more information, please refer to the [Honorlock support page](#).

1. Open the **Honorlock tool** from your course content (Figure 1).
Note: If you do not have the Honorlock tool in your course yet, please refer to the [Honorlock Faculty Guide](#).
2. Click on the **menu icon** at the top right of the page, then click **Add Practice Assessment** (Figure 2).

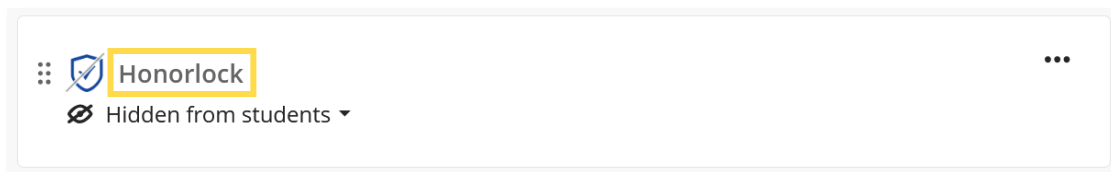


FIGURE 1

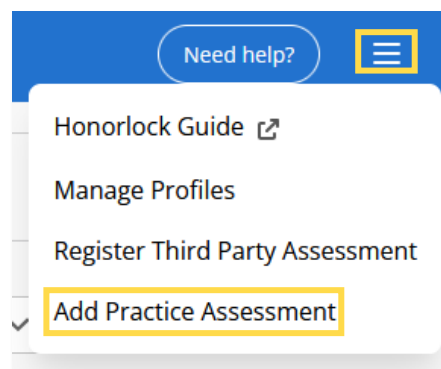


FIGURE 2

3. Click **Confirm**. The practice assessment will be added to your course (Figure 3).

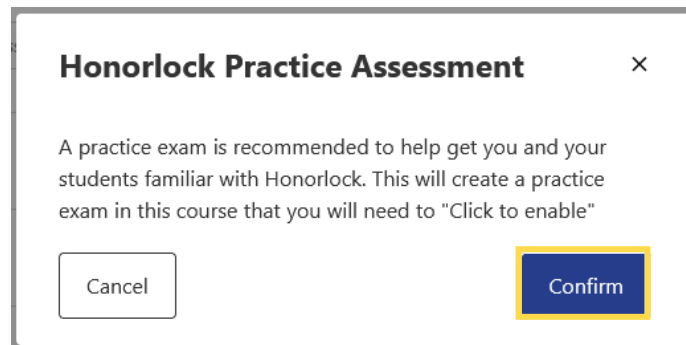


FIGURE 3

4. In the Honorlock assessment list, click the Enable button (Figure 4).

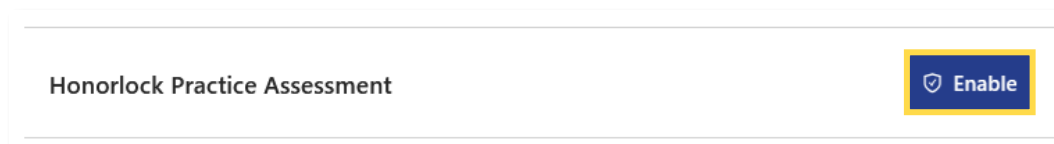


FIGURE 4



5. Configure the proctoring options as needed. Once you're done, click **Enable** at the bottom of the page.
6. Click the **Go there now** link to open the practice assessment's settings (Figure 5).

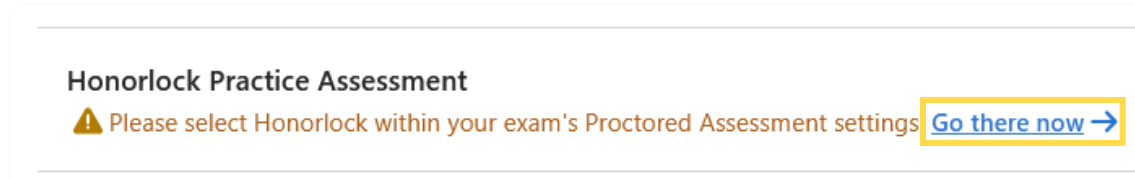


FIGURE 5

7. Scroll down to the **Assessment security** section, then click **Configure proctoring settings** (Figure 6).

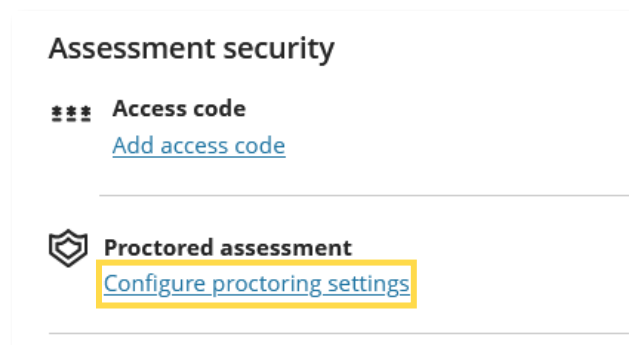


FIGURE 6

8. Click on the **toggle button** next to **Turn on proctoring** to enable proctoring for the assessment (Figure 7).

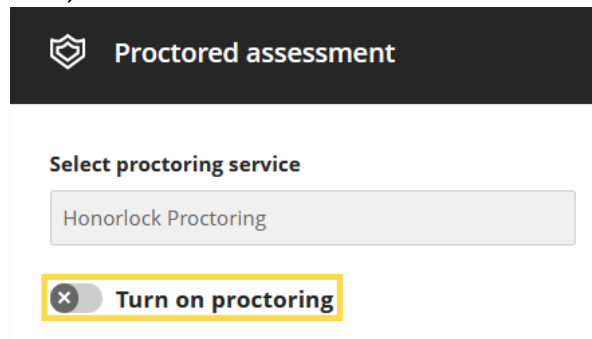


FIGURE 7

9. Click **Save** to save your changes. Click **Save** on the Assignment Settings panel, then close the assignment page.
10. Scroll to the bottom of the content page. A new item called Honorlock Practice Assignment will be in your course. You can change the practice exam settings as you would with any other Blackboard Ultra test.

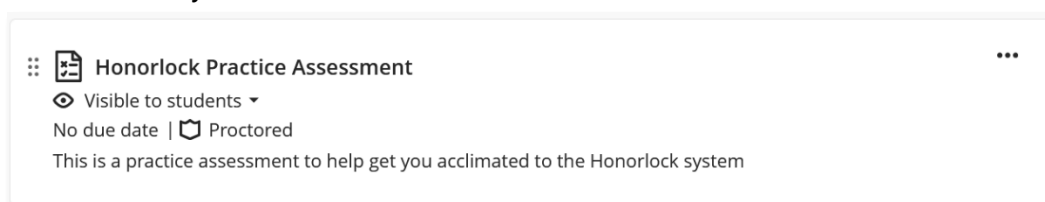


FIGURE 8