

## Reopening a Test



**Note:** Instructions given in this document assume a test has already been proctored. For help assigning and proctoring tests for the first time, see the PDF document “**Assigning, Proctoring and Closing Exams**”.

1) Click on either ‘**Classes**’ in the top menu, and then ‘**All Classes**’ or the ‘**All Classes**’ option on the dashboard

The screenshot shows the MDTP Diagnostic interface. At the top left, the text "MDTP DIAGNOSTIC" is displayed. In the top right corner, there is a user profile icon with the text "Hi test test guy" and a dropdown arrow. Below this, there are two tabs: "Classes" and "Resources", both with dropdown arrows. A search bar with the text "Search" and a magnifying glass icon is located to the right of the tabs. The main dashboard area features a row of six cards: "Current Classes" (with a number 5), "All Classes" (circled in red), "All Assignments", "Add a Class", "Assign A Test", and "Show / Hide". Below this row, there is a section titled "Current Classes & Current Assignments" with a sub-section "Viewing Current Terms:" containing three links: "Summer 2023", "School Year 2023-2024", and "Fall 2023". At the bottom right, there is a semi-circular gauge chart with two segments: a dark grey segment labeled "HS" and a green segment labeled "GR". The text "Current Assignments" is centered below the gauge.

2) Click on the action button next to the class and select “View”.

# MDTP DIAGNOSTIC

Hi test test guy

Classes Resources

Search



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## Classes (13)

Filter by:

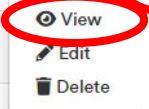


Class Name

Select Terms

Filter

Reset Filter

+ Add New Class

	INSTRUCTOR	SCHOOL NAME	TERM	CLASS NAME	PERIOD	
1	test guy, test	Harmonia 2	Fall 2023	28OCT7	1	
2	test guy, test	Harmonia 2	Fall 2023	28OCT11	1	 <ul style="list-style-type: none"><li> View</li><li> Edit</li><li> Delete</li></ul>
3	test guy, test	Harmonia 2	School Year 2021-2022	OCTTEST2	2	
4	test guy, test	Harmonia 2	School Year 2023-2024	TESTOCT	1	

This is your class. You are able to view your class details, assigned tests, and enrolled students.

# MDTP DIAGNOSTIC

 Hi test test guy ▼

Classes ▼ Resources ▼

Search



## OCTTEST2

**Instructor:** test guy, test  
**School Name:** Harmonia 2  
**Term:** School Year 2023-2024  
**Period:** 2

[Edit Class - Delete](#)

## Assigned Tests (1)

[+ Add New Assignment](#)




	SCHOOL NAME	FACULTY	TEST TITLE	START DATE	CODE	ACTIVE	CODE EXPIRES	
<input type="checkbox"/>	1	Harmonia 2	test guy, test	Second Year Algebra Readiness Test (SR45A19)	07/13/2023	No		 <span>▼</span>

## Enrolled Students (3)

[Delete All Students](#)

[Print preview](#)

[+ Add New Enrollment](#)

	FIRST NAME	LAST NAME	STUDENT ID	EMAIL	ACTIVE	
1	Aly	Beck	aaabbb12	aaabbb@gmail.com	Yes	 <span>▼</span>
2	Cody	Dang	ccddd12	ccddd@gmail.com	Yes	 <span>▼</span>
3	Edward	Fernandez	eefff12	eefff@gmail.com	Yes	 <span>▼</span>

3) Note that the test is not active and the code has already expired. Test codes automatically expire every day by 5:30 pm or can be manually closed by faculty after the class period has finished testing.

# MDTP DIAGNOSTIC

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Classes Resources

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## OCTTEST2

Instructor: test guy, test

School Name: Harmonia 2

Term: School Year 2023-2024

Period: 2

[Edit Class - Delete](#)

### Assigned Tests (1)

+ Add New Assignment

SCHOOL NAME	FACULTY	TEST TITLE	START DATE	CODE	ACTIVE	CODE EXPIRES	
1 Harmonia 2	test guy, test	Second Year Algebra Readiness Test (SR45A19)	07/13/2023	RVZCF	No	Jul 13, 2023, 12:00:00 AM	

### Enrolled Students (3)

FIRST NAME	LAST NAME	STUDENT ID	EMAIL	ACTIVE	
1 Ally	Beck	aaabbb12	aaabbb@gmail.com	Yes	

Print preview

- View
- Report
- Proctor Exam
- Preview Exam
- Delete

4) Click on the action button next to the class and select “**Proctor Exam**” or “**Generate new Code**” to reopen the test.

**MDTP DIAGNOSTIC** Hi test test guy

Classes Resources Search

## OCTTEST2

Instructor: test guy, test

School Name: Harmonia 2

Term: School Year 2023-2024

Period: 2

[Edit Class - Delete](#)

### Assigned Tests (1)

[+ Add New Assignment](#)

SCHOOL NAME	FACULTY	TEST TITLE	START DATE	CODE	ACTIVE	CODE EXPIRES		
<input type="checkbox"/> 1	Harmonia 2	test guy, test	Second Year Algebra Readiness Test (SR45A19)	07/13/2023	RVZQE	No	Jul 13, 2023, 12:00:00 AM	

### Enrolled Students (3)

[Print preview](#) [+](#)

FIRST NAME	LAST NAME	STUDENT ID	EMAIL	ACTIVE		
1	Ally	Beck	aaabbb12	aaabbb@gmail.com	Yes	

- View
- Report
- Proctor Exam**
- Preview Exam
- Delete

5) A new exam code is generated and the exam code will become activated on that day. The date selected can be adjusted at any time prior to the date. The exam code and exam link can now be provided to the students for testing. This new code until it expires automatically at the end of the day.

**Exam Instructions**

test guy, test - OCTTEST2 (2) - Harmonia 2 (School Year 2023-2024)

Exam: Second Year Algebra Readiness Test (SR45A19)

**Accessing the Exam**

Exam Link: <https://mdtpdiagnostic.ucsd.edu/v2/login/code/QH8R7>

Exam Code: QH8R7

Select the date you plan to test

July 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

The exam code will be valid on Jul 14, 2023 between 7:00 AM to 5:30 PM. Please be aware you may re-proctor this assignment after this exam code has expired if needed.

Close