Integrated Testing Instructions for Students

Each student should receive a copy before testing the first time.

Testing Instructions:

1) On test day, log into your Kaplan homepage with your username/password.
   RN/PN Student URL: [http://nursing.kaplan.com/S_Login.aspx](http://nursing.kaplan.com/S_Login.aspx)

2) When your proctor tells you to begin, click, “Take Available Tests” in the Green Integrated Testing box. You will see the specific test scheduled. Click into the test to begin. If your test is “grayed out” or if you experience a login issue, please let your test proctor know immediately.

3) If you are kicked out of the test due to server error at any point, simply close the browser window, log back in, click on Resume, and you will automatically be placed back into the test at the point of exit. DO NOT “Refresh”, “Quit” or do anything except close the window before logging in again.

Once logged in, you should avoid:

- Hitting the backspace key. Tests are designed to move from one question to the next without going back to change answers. The backspace key may “quit” the test and submit a partial score as complete.
- Leaving the test site before completing the test. Going to another website while testing will cause the test to be submitted before you finish.
- Refreshing the page. If there is a script error, just close the window and log in again. Resume as described above.
- Submitting a test before completion with “Quit” button. Your score for the unfinished test will be submitted.
- If the Internet goes down, you should log in again and check under “Available Tests” > “Resume” to go back to the last unanswered question.
- When using your program, avoid using the radio buttons on your tool bar. All testing functions should be accessed from the icons within the program for best results. Since the screen is modeled after the NCLEX®, using the program buttons will give you great practice for the real thing!

DO NOT try to access a test outside of the times and dates given by your faculty. The date stamp will show, and your faculty may consider your score invalid.

You will be able to view results and access the remediation by clicking on “review results” on your homepage. This does not have to be done in the testing lab, and is available to you throughout your nursing school career for further review.

Tests can only be reset by school faculty/administrator request. Do not email or call Kaplan directly asking for any kind of test reset.