Faculty no longer need to request enrolling a separate test student account in their courses to troubleshoot their content and settings. Instead, simply log into Blackboard with your instructor MATC network account, access your course, and click on your course’s Student Preview Mode button. To learn more about this mode, please view Blackboard’s Student Preview video.

When you are in Student Preview Mode, you will see an orange confirmation banner at the top of the page as well as tools to customize your Student Preview Mode settings and exit Student Preview Mode when done.

**HOW DO I USE STUDENT PREVIEW MODE?**

When you are in this mode, you may submit assignments and tests; contribute to discussion forums, blogs, wikis, and journals; and view tools, such as Announcements, Email, and My Grades as your students will. Please note that SCORM e-learning content cannot be previewed using Student Preview Mode.

**ADDING YOUR PREVIEW STUDENT TO YOUR GRADE CENTER**

When in Student Preview Mode, click the SETTINGS button. In the pop up that appears, select the settings as indicated in the image to the right and click the SAVE button.

When you exit Student Preview Mode, your Preview Student will be preserved in your Grade Center.
Your Preview Student will appear in your Full Grade Center along with your real students. You may grade your Preview Student to troubleshoot your Grade Center calculations and settings.