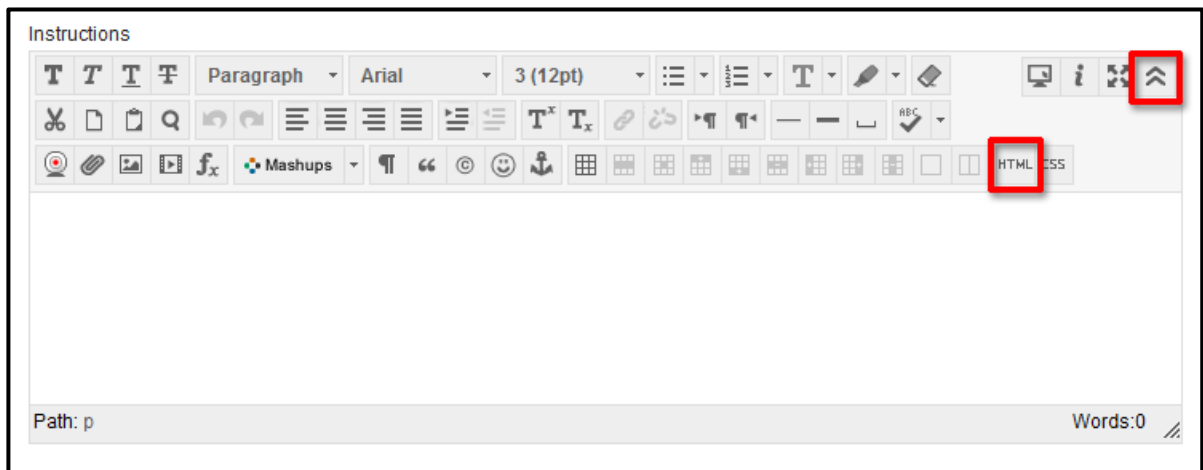# Using the No-Print/No-Copy Script on Bb Tests

Blackboard doesn't natively contain a mechanism to prevent students from copying or printing the browser window. This is a particular concern in the test environment. A script has been developed that will disable the ability to print and copy the content in the browser.

Below you will find instructions for adding the script to new tests (**A**), existing tests with existing instructions (**B**), and existing tests without existing instructions (**C**).

A. Adding the No-Print/No-Copy script to a (new) Bb Test

1. Build a new test (Control Panel > Course Tools > Tests, Surveys and Pools > Tests, Build Test).

2. In the **Instructions** textbox, click the HTML mode button. If you don't see the bottom two rows of buttons, click the chevron in the upper right corner of the toolbar.
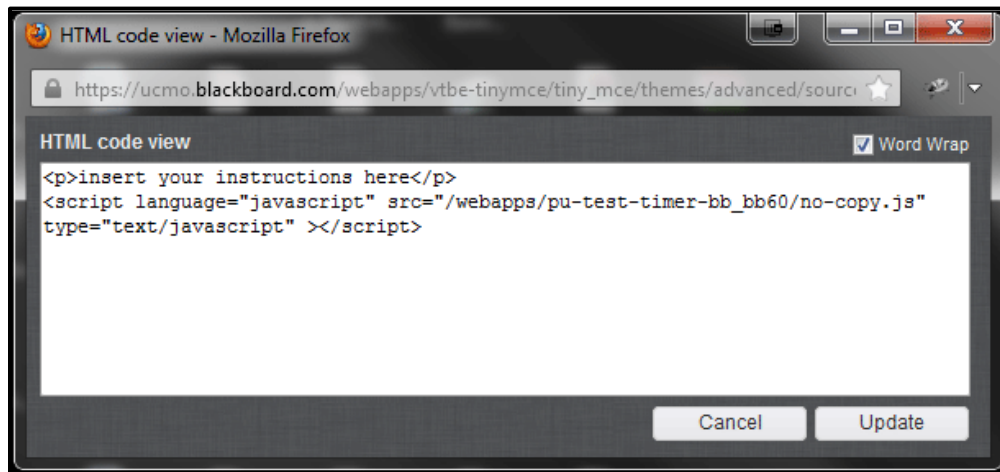

Note: If the **HTML code view** window does not open, the popup is likely being blocked. Your pop-up blocker needs to be disabled or you need an exception added for Bb. See the "Pop-up Blocker Settings" section of browser settings guide for your particular browser.
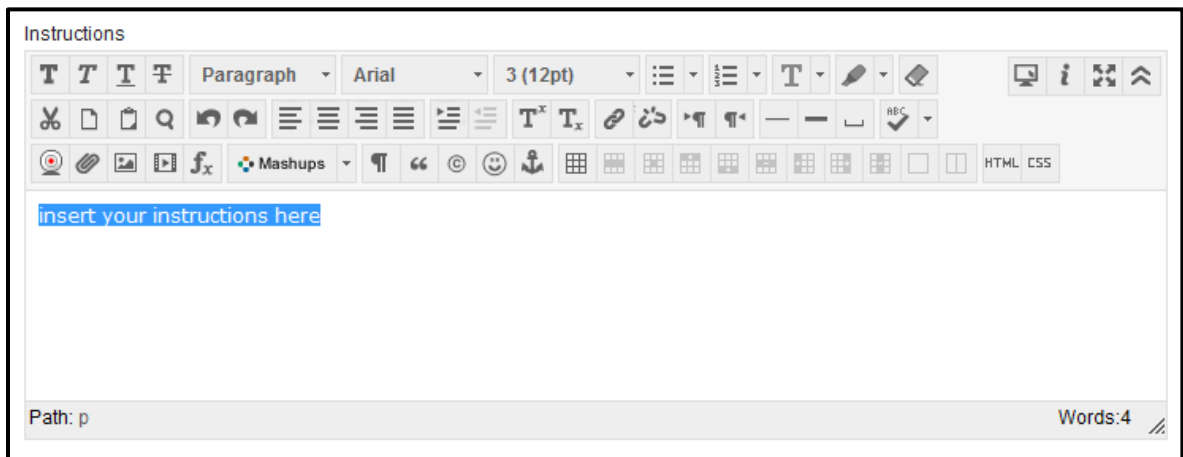http://www.ucmo.edu/centralnet/Blackboard/help/browser_settings.htm

3. Paste the excerpt below in the HTML code view pop-up window and click **Update**.

```
<p>insert your instructions here</p>
<script language="javascript" src="/webapps/pu-test-timer-bb_bb60/no-copy.js" type="text/javascript" ></script>
```
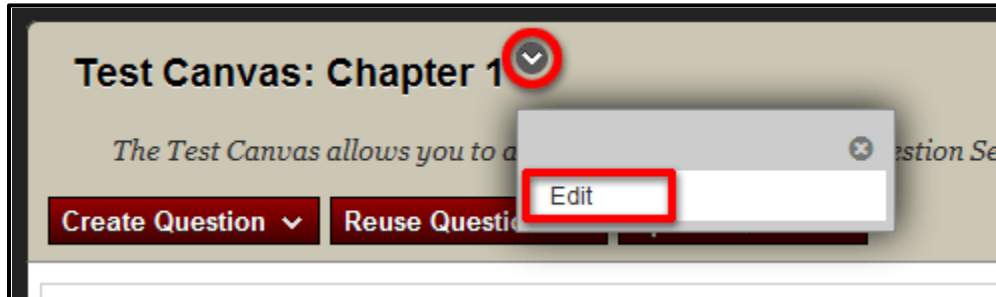
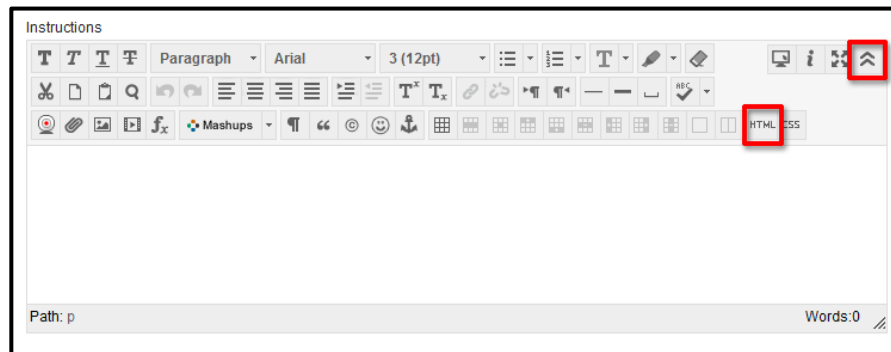4. Replace "insert your instructions here" with your test instructions.

5. Click **Submit** and continue with the test creation process.

B. Adding the No-Print/No-Copy script to an Existing Test (existing instructions)

1. Edit the test (Control Panel > Course Tools > Tests, Surveys and Pools > Tests > Dropdown next to test name, select Edit).

2. At the top of the Test Canvas, click the drop down button next to the test name and select Edit.

3. In the Instructions textbox, click the HTML mode button. If you don't see the bottom two rows of buttons, click the chevron in the upper right corner of the toolbar.
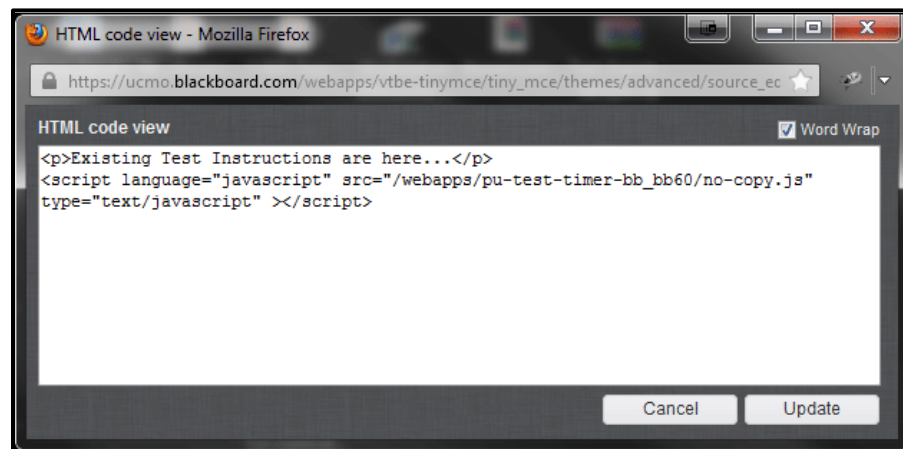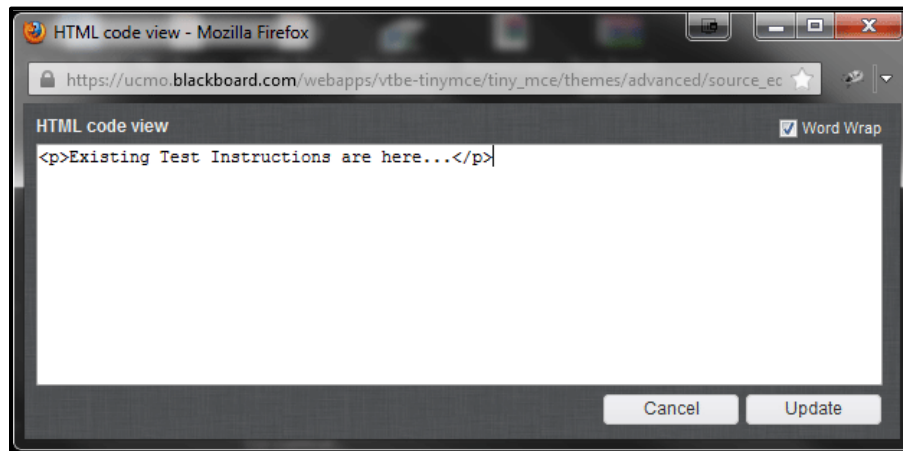

Note: If the **HTML code view** window does not open, the popup is likely being blocked. Your pop-up blocker needs to be disabled or you need an exception added for Bb. See the "Pop-up Blocker Settings" section of browser settings guide for your particular browser.
http://www.ucmo.edu/centralnet/Blackboard/help/browser_settings.htm

4. Click at the end of the last line of your existing instructions, hit the **Enter** key and then paste the excerpt below in the HTML code view pop-up window and click **Update**.
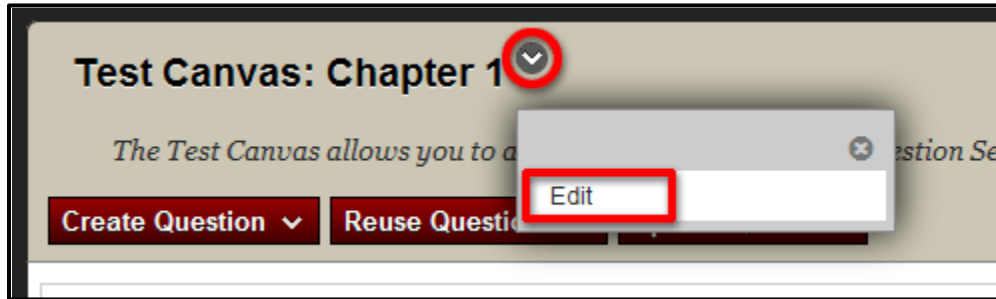
<script language="javascript" src="/webapps/pu-test-timer-bb_bb60/no-copy.js" type="text/javascript" ></script>
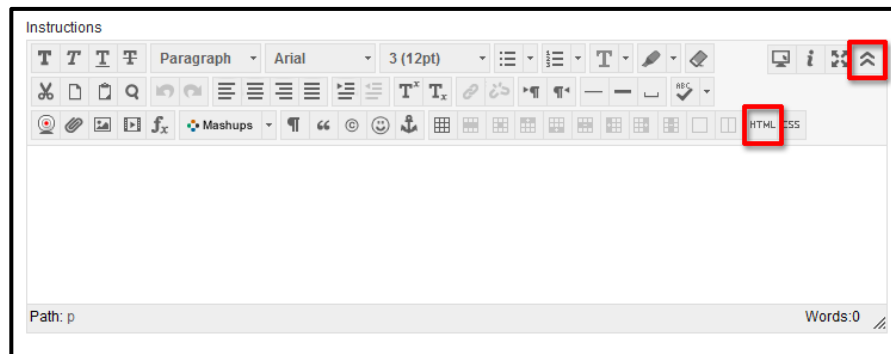
5. Click **Submit**.

C. Adding the No-Print/No-Copy script to an Existing Test (no existing instructions)

1. Edit the test (Control Panel > Course Tools > Tests, Surveys and Pools > Tests > Dropdown next to test name, select Edit).

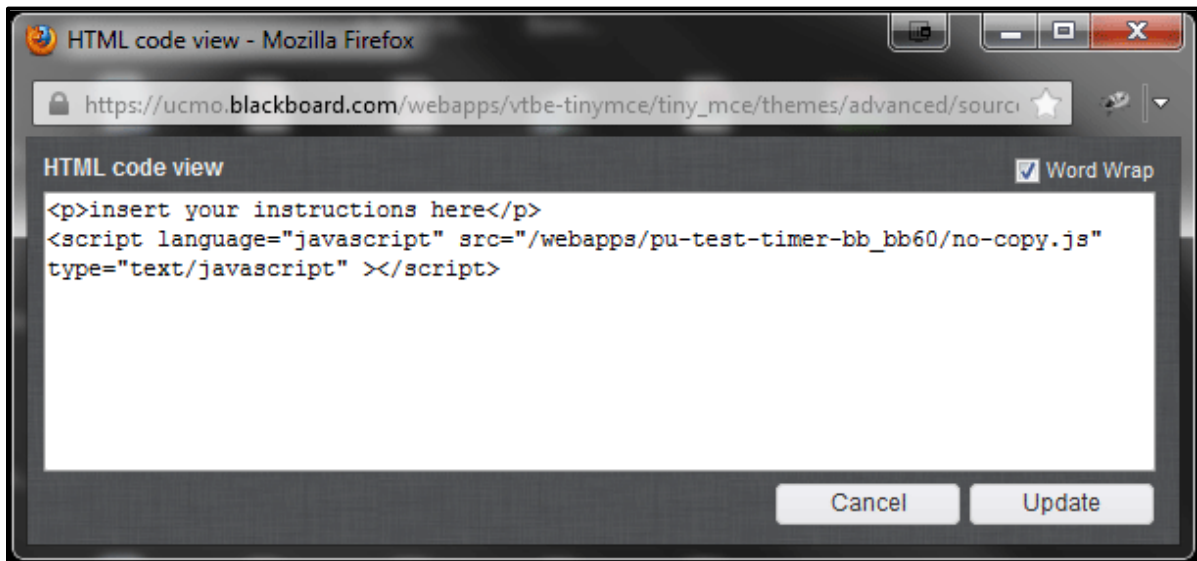2. At the top of the Test Canvas, click the drop down button next to the test name and select Edit.

3. In the **Instructions** textbox, click the HTML mode button. If you don't see the bottom two rows of buttons, click the chevron in the upper right corner of the toolbar.
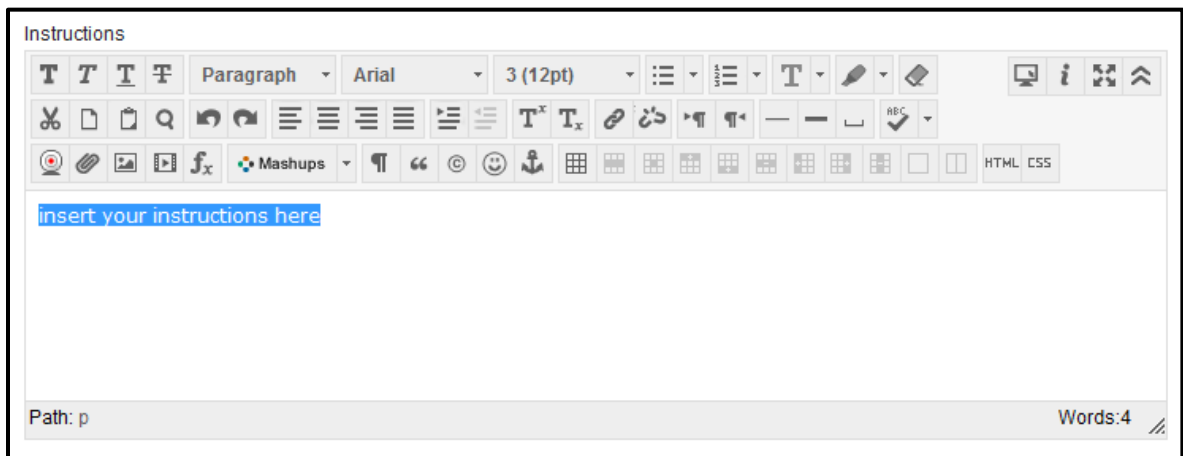

Note: If the **HTML code view** window does not open, the popup is likely being blocked. Your pop-up blocker needs to be disabled or you need an exception added for Bb. See the "Pop-up Blocker Settings" section of browser settings guide for your particular browser. http://www.ucmo.edu/centralnet/Blackboard/help/browser_settings.htm

4. Paste the excerpt below in the HTML code view pop-up window and click **Update**.

```
<p>insert your instructions here</p>
<script language="javascript" src="/webapps/pu-test-timer-bb_bb60/no-copy.js" type="text/javascript" ></script>
```

5. Replace "insert your instructions here" with your test instructions.

6. Click **Submit** and continue with the test creation process.