

# How to Access Your Test Results on the Online Learning Portal

Below you will find a step-by-step guide on how to view your test results in the Online Learning Portal (OLP).

1. On the OLP Home page click on **My Dashboard** located under **My Training**.
2. The **My Dashboard** page contains a list of courses assigned to the user. Scroll down to view all registered courses until you find the End of Conference test.
3. On the left side of the End of Conference Test is a **Grey Arrow** that if clicked expands into a table showing your test statistics. An example of this table is below.
4. To view the test, click the **Clipboard** Icon as shown in the example below.
5. To view your choice and the correct answer for each question click **View** under the specific question.
6. The questions are not displayed in the order answered. Instead, they are sorted by category.
7. If your End of Conference Test included an **Appeals Argument Assignment**, your score and feedback on your Appeals Argument can be viewed by clicking on the **View** button located underneath the question.

If you have any questions, please contact  
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Clipboard Icon

Quizzes	Certificate	Score	Statistics	Date
October 2020 Virtual Basic Part 1 End of Conference Test	-	Pending		September 24, 2020 9:14 am

When "Pending" changes to a number your test is complete and your score is ready.