

# Print Student Sign-in Tickets and Export Student Data

CollegeBoard Test Day Toolkit

Home Rooms Staff Students **Sign-In Tickets and Data Export** Irregularities Help

Nov 16, 2022-Dec 31, 2023 | Digital 2023 Smoke T... | Switch  
CB-SAT OPERATIONS S&L - Code: 22148

## Bluebook Sign-In Tickets and Data Export

**Print Tickets** Export Data

Students need sign-in tickets to use the Bluebook™ testing app. They'll use them:

- On test day, to start testing.
- Before test day, to participate in preadministration session and to preview Bluebook on their own.

**Choose a Print Option:**

Sort tickets by room (includes a cover sheet for each proctor).

Sort tickets alphabetically.

**Print Tickets**

## Bluebook Sign-In Tickets and Data Export

Print Tickets Export Data

Export student room assignments and test type. If you entered codes for special reporting use, they'll export as well.

**Download Excel File**

- **Students need sign-in tickets to use Bluebook:**
  - **On Test Day**, to start testing
  - **Before Test Day**, to participate in your school's digital readiness check and to preview Bluebook, including take full-length practice tests using their accommodations (non-accommodation practice tests are available with a College Board account)

**Bluebook**

## Sign-In Tickets

Digital SAT Suite  
In-School Study

Room: 228-C  
Tickets: 30

**INSTRUCTIONS FOR STAFF**

Print out this PDF as a one-sided document. Cut out tickets from each page along dashed lines.

BEFORE TEST DAY	TEST DAY (BEFORE THE TEST)	TEST DAY (AFTER THE TEST)
Give students their sign-in tickets, and have them complete a test preview in Bluebook. If you conduct a preadministration session, collect the sign-in tickets after and reuse them on test day.	Give students their sign-in tickets, and tell them to sign into Bluebook and complete check-in (when they reach the Start Code page, check-in is complete).	Collect all sign-in tickets before you dismiss students. Destroy sign-in tickets with a shredder.

STUDENT INSTRUCTIONS	STUDENT INSTRUCTIONS
<p>Before test day, log in to Bluebook and by the test preview (optional).</p> <p>On test day, as soon as you're seated, sign in and complete check-in.</p> <p>Return this ticket to your proctor after your answers are submitted.</p>	<p>Before test day, log in to Bluebook and by the test preview (optional).</p> <p>On test day, as soon as you're seated, sign in and complete check-in.</p> <p>Return this ticket to your proctor after your answers are submitted.</p>
User ID: <input type="text" value="abby9494"/>	User ID: <input type="text" value="abby3328"/>
Registration Number: <input type="text" value="101885088"/>	Registration Number: <input type="text" value="101885048"/>

STUDENT INSTRUCTIONS	STUDENT INSTRUCTIONS
<p>Before test day, log in to Bluebook and by the test preview (optional).</p> <p>On test day, as soon as you're seated, sign in and complete check-in.</p> <p>Return this ticket to your proctor after your answers are submitted.</p>	<p>Before test day, log in to Bluebook and by the test preview (optional).</p> <p>On test day, as soon as you're seated, sign in and complete check-in.</p> <p>Return this ticket to your proctor after your answers are submitted.</p>
User ID: <input type="text" value="adams7274"/>	User ID: <input type="text" value="adams2811"/>
Registration Number: <input type="text" value="1019817965"/>	Registration Number: <input type="text" value="1019822454"/>