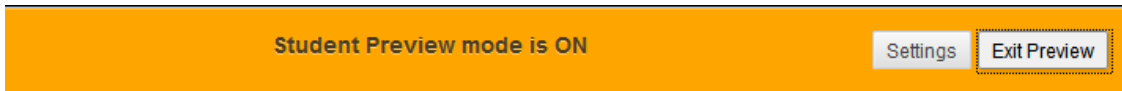
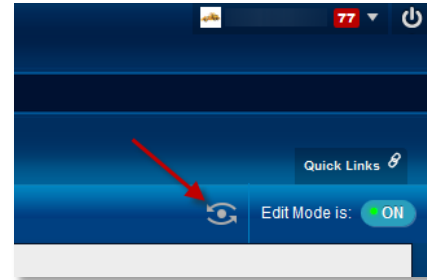


## Accessing the Student Preview

The **Student Preview** is accessed from the upper-right corner of the eCampus interface. **Click** on the indicated icon to enter the **Student Preview** mode.

When you enter student preview mode, the student preview bar appears at the top of every page. The bar displays the text "**Student Preview mode is ON**" and has **Settings** and **Exit Preview** functions.



## Editing and Deleting the Preview User Account

When exiting the **Student Preview**, instructors are prompted to keep or delete the preview user and all its associated data. **It is considered a best practice to remove the preview user and its associated data.**

### Delete the Preview User and all Data

Deleting the preview user has the following effects:

- All activity conducted or created as the preview user is removed from the course permanently. This includes test attempts, assignment submissions, grades, and discussion posts. Also deleted is any interaction an enrolled student has with the preview user, such as replies to a preview user's discussion posts.
- The preview user is unenrolled from the course. If the user is not enrolled in another course, the preview user account is deleted.

### Keep the Preview User and all Data

Select **Keep the preview user and all data** if there is a need to keep the user and data to see how the student activity presents itself to the instructor, such as grade calculations. If the data is kept, the preview user account will appear in the course roster, Grade Center, and any place where an activity occurred as that user.

