



TMS Assessment Unlock Instructions

While many TMS level II assessments (exams) allow users unlimited attempts, there may be some occasions where assessments are set to 'lock' after the user fails the assessment after a certain number of attempts (iterations). If approved by the service line, below are the instructions for unlocking these assessments for users in TMS.

Note: These instructions only apply to assessments that are built in TMS – it does not apply to assessments that are hosted in other systems, such as the Assessment Portal. Below are screenshots showing what to look for in the user's item Object Details to determine if the assessment is hosted in TMS or the Assessment Portal. The differences to check are the icon next to "Assessment" and if the "Type" is labeled as "Quiz" (TMS) or "Content" (Assessment Portal).

View Object Details

Item Type: VA
Item ID: 4619466
Revision Date: 11/15/2021 12:36:00 PM America/New York
Revision Number: 2

TMS Assessment

View Item Objects

Number of Failed Attempts: 0

Objects	Type	Completed	Needs Review	Has Access
Military Sexual Trauma (MST): Claims Development		No	No	Yes
Presentation	Content	Yes	No	Yes
Slide Notes	Content	No	No	Yes
Assessment	Quiz	No	No	Yes
Evaluation	Content	No	No	Yes

Global Objectives for this Course

There are no global objectives for this Course.



View Object Details

Item Type: VA
Item ID: 4617614
Revision Date: 9/24/2021 03:38:00 PM America/New York
Revision Number: 1

**Assessment Portal
Assessment**

View Item Objects

Number of Failed Attempts: 0

Objects	Type	Completed	Needs Review	Has Access
RVSRCBTS — Ancillary Benefits		No	No	Yes
Training	Content	No	No	Yes
Assessment	Content	No	No	Yes
Evaluation	Content	No	No	Yes

TMS Assessment Unlock Instructions.

1. Open the employee's TMS account from the Learning Administration side of TMS and click on the **Assigned Items** tab.
2. Select the three dots (...) next to the item that needs to be unlocked and click **View Object Details**.

Assigned Items (12)

Filtered by: View Filter (Other Needs, Requirements) Total number for filtered result: 2

ID	Item Title	Assigned By	Ass
4619466	Military Sexual Trauma (MST): Claims Development	Jennifer Martin	1/26/2022

View Object Details

3. The Object Details window displays the user's attempts at the assessment. In the row with the assessment title, ensure the 'Has Access' column says 'No'. It should also say 'No' for each of the iterations as well. If it says 'Yes', then the user is not locked out of the assessment.



View Object Details

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Revision Number: 2

View Item Objects

Number of Failed Attempts: 0

Objects	Type	Completed	Needs Review	Has Access
Military Sexual Trauma (MST): Claims Development		No	No	Yes
Presentation	Content	Yes	No	Yes
Slide Notes	Content	Yes	No	Yes
Assessment	Quiz	No	No	No
Iteration 1	Exam Iteration	No	No	No
Iteration 2	Exam Iteration	No	No	No
Evaluation	Content	No	No	Yes

4. Select the assessment title.

Objects	Type	Completed	Needs Review	Has Access
Military Sexual Trauma (MST): Claims Development		No	No	Yes
Presentation	Content	Yes	No	Yes
Slide Notes	Content	Yes	No	Yes
Assessment	Quiz	No	No	No
Iteration 1	Exam Iteration	No	No	No
Iteration 2	Exam Iteration	No	No	No
Evaluation	Content	No	No	Yes



5. **Uncheck** the **Finished** checkbox.
6. **Check** the **Has Access** checkbox.
7. Select **Apply Changes**.
8. Select **Return to Item Objects**.

View Object Details

Item Type: VA
Item ID: 4619466
Revision Date: 11/15/2021 12:36:00 PM America/New York
Revision Number: 2
Object Type: Exam
Object Title: Assessment

[Return to Item Objects](#)

Edit Exam

[Apply Changes](#) [Reset](#)

User Status

Has Access:

Finished:

Needs Review:

Complete: as of Date:

Initial Access: 1/26/2022 01:09:29 PM America/New York
Last Access: 1/26/2022 01:11:57 PM America/New York
Total Times: 2

[Apply Changes](#) [Reset](#)

Exams

Last Iteration:	2	No. Questions:	10	Pass Grade (%):	80
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9. Ensure the 'Has Access' column now says 'Yes' next to the assessment title.

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View Item Objects

Number of Failed Attempts: 0

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Military Sexual Trauma (MST): Claims Development		No	No	Yes
Presentation	Content	Yes	No	Yes
Slide Notes	Content	Yes	No	Yes
Assessment	Quiz	No	No	Yes
Iteration 1	Exam Iteration	No	No	No
Iteration 2	Exam Iteration	No	No	No
Evaluation	Content	No	No	Yes

Global Objectives for this Course
There are no global objectives for this Course.

10. Close the Object Details window.

11. Let the employee know they may now access the assessment for another attempt.

NOTE: This process only unlocks the assessment for 1 more attempt, so each subsequent failure will require an administrator to unlock the assessment again.

For questions about this job aid, please contact the VBA Curriculum Support Team at VBATMSHELP.VBAVACO@va.gov