# Smithtown Central School District

Department of Information and Technology Services

**Help Document**: Bluebook (CollegeBoard) - Accessing the System

Target Users: Students taking the Digital College Board Exams beginning in October 2023

## Logging on to Bluebook (Chromebook)

1. Turn on a Smithtown Central School District issued Chromebook
2. Once the login page appears, students **should not log in**.  If the student is already logged in, the student should **Sign out** to bring them to the login page.
3. Click the **Apps** button in the lower left corner of the screen.
4. Click **Bluebook**
5. The app will load and update itself if necessary.
6. Then the Sign In screen loads - which asks students to "use a sign-in ticket from your school" OR "Sign In with a College Board account". **Do not sign in yet**.
7. Before signing in, check that the version date for the App on the lower right hand corner is **BT-2023-09-21 21:23** or later in terms of date and military time.
8. Then click the button on the upper right hand corner to "**Test Your Device**" to confirm the device meets the memory, operating system, and disk space requirements of College Board.
9. Then students can login with either of the two processes in the center of the screen.
10. Students should select "**sign in with a student College Board account**" in order to access the practice tests and tools **prior to test day**. If they do not have a College Board Account, they should create one [Here](#)
11. **On test day**, they should select "**use a sign-in ticket from your school**" which will be provided to them on test day at the testing location.
12. The student would then follow the College Board instructions for the exam and through a successful end of the test session.
13. To exit, restart the Chromebook using the Power On/Off button
14. If your Smithtown Central School District issued Chromebook is not functioning properly or if after "Testing  Your Device"  the device does not meet the requirements, please visit the school's TSA office to address the issue (HSW: Room C120/HSE: Room 240).

Additional Resources:

[Digital PSAT Bluebook App Video](#)

[Digital SAT BlueBook App Video](#)