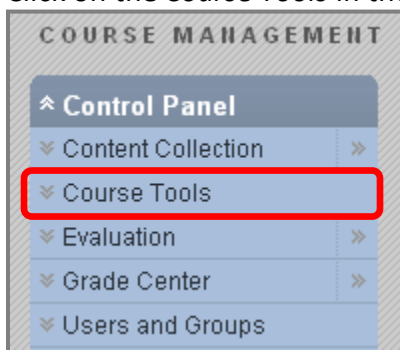


Creating a Blackboard Test

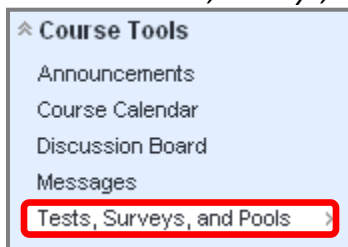
The **Blackboard Test** content type can be used to create quizzes, tests, exams, or self-check activities within a Blackboard course site. Tests can be automatically graded, timed and have various display options. Tests can be added within any content area.

Follow these step-by-step instructions to Create a **Blackboard Test**:

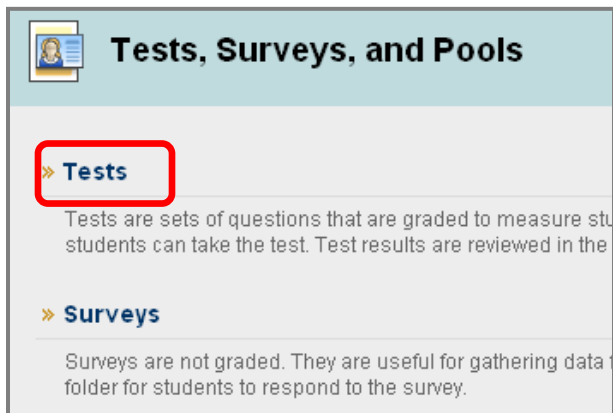
1. Click on the *Course Tools* in the Control Panel.



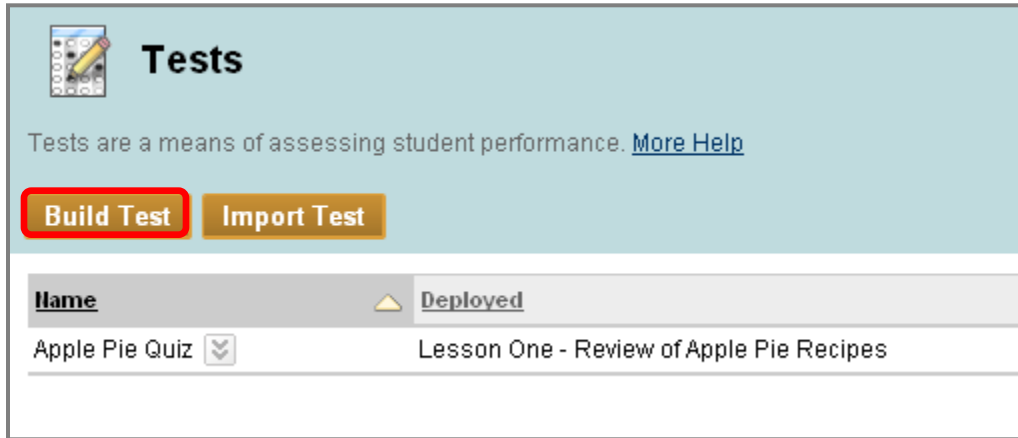
2. Select the *Tests, Surveys, and Pools* link.



3. Click on **Tests**.



4. Click *Build Test*.



Tests

Tests are a means of assessing student performance. [More Help](#)

Build Test **Import Test**

Name	Deployed
Apple Pie Quiz <input type="button" value="v"/>	Lesson One - Review of Apple Pie Recipes

5. Enter the *Name* of the **Test** in the Name field. This is a required field.

Name

6. Enter a *description* of the **Test** in the Description text box.

Description Text Editor is: ON

Normal 3 Arial | B I U abc x₂ x² | [List] [List] [List] [List] [List] [List]

This quiz covers all the materials in lesson one.

7. Enter instructions for the test in the *Instructions* text box.

Instructions Text Editor is: ON

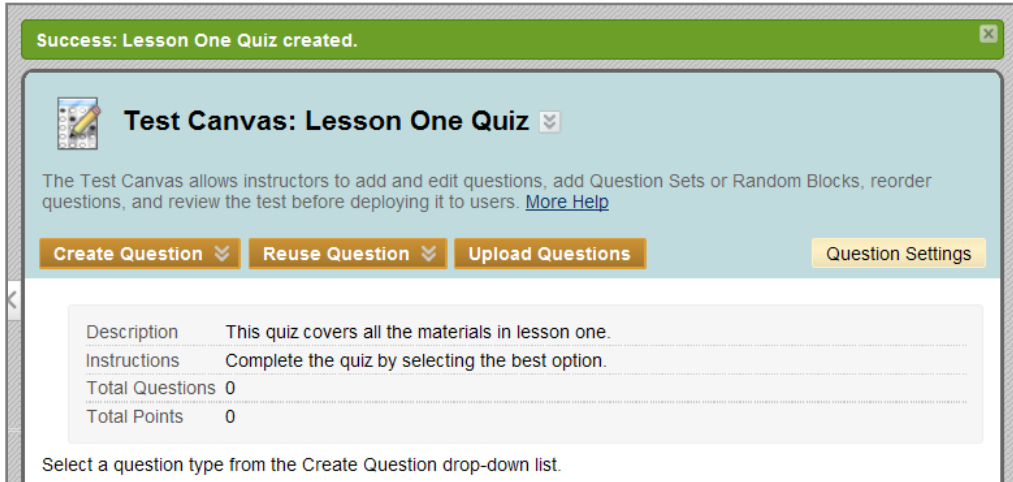
Normal 3 Arial | B I U abc x₂ x² | [List] [List] [List] [List] [List] [List]

Complete the quiz by selecting the best option.

8. Click *Submit*.

2. **Submit**

9. The success message appears at the top and opens the Test Canvas.



Success: Lesson One Quiz created.

Test Canvas: Lesson One Quiz ▾

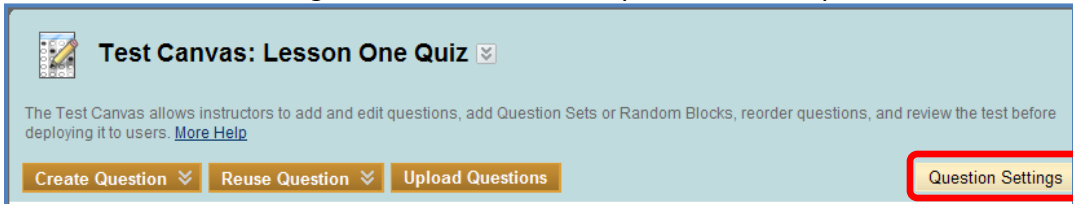
The Test Canvas allows instructors to add and edit questions, add Question Sets or Random Blocks, reorder questions, and review the test before deploying it to users. [More Help](#)

Create Question ▾ Reuse Question ▾ Upload Questions Question Settings

Description	This quiz covers all the materials in lesson one.
Instructions	Complete the quiz by selecting the best option.
Total Questions	0
Total Points	0

Select a question type from the Create Question drop-down list.

10. Click on *Question Settings* to establish default options for test questions.

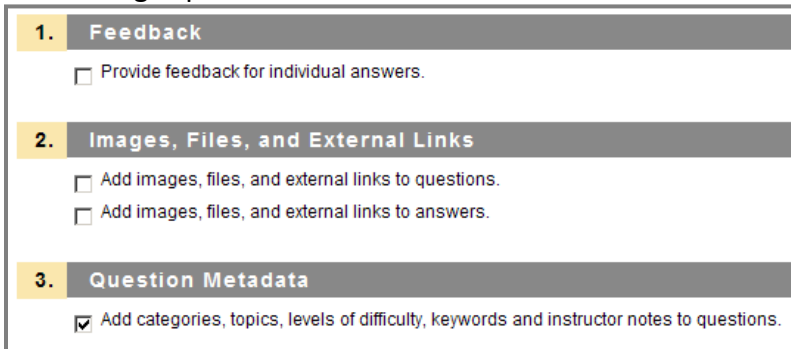


Test Canvas: Lesson One Quiz ▾

The Test Canvas allows instructors to add and edit questions, add Question Sets or Random Blocks, reorder questions, and review the test before deploying it to users. [More Help](#)

Create Question ▾ Reuse Question ▾ Upload Questions **Question Settings**

11. The settings options include:



- Feedback**
 - Provide feedback for individual answers.
- Images, Files, and External Links**
 - Add images, files, and external links to questions.
 - Add images, files, and external links to answers.
- Question Metadata**
 - Add categories, topics, levels of difficulty, keywords and instructor notes to questions.

- Feedback*: Select if you want to enter feedback for individual test answers.
- Images, Files & External Links*: Select if you want to insert images, files, and/or external links to either the test questions or test answers.
- Question Metadata*: Select you would like to enter Metadata on individual questions.

4. Scoring

Specify default points when creating questions. Default point value

- Use the currently assigned points when finding and adding questions.
- Use default points when finding and adding questions.

Specify partial credit options for answers.

Provide option to assign questions as extra credit.

5. Display

Specify random ordering of answers.

Specify the horizontal or vertical display of answers.


Specify numbering options for answers.

- d. *Scoring*: Determine default point value for new question and what scoring options you want available as you are creating questions.
- e. *Display*: Determine various display options.

12. Click *Submit*.

6. Submit

13. Blackboard returns to the Test Canvas.


Test Canvas: Lesson One Quiz
⌵

The Test Canvas allows instructors to add and edit questions, add Question Sets or Random Blocks, reorder questions, and review the test before deploying it to users. [More Help](#)

Create Question ⌵
Reuse Question ⌵
Upload Questions
Question Settings

Description	This quiz covers all the materials in lesson one.
Instructions	Complete the quiz by selecting the best option.
Total Questions	0
Total Points	0

Select a question type from the Create Question drop-down list.

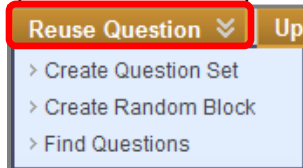
14. Instructors have three options for adding questions to a **Test**.

Create Question ⌵
Reuse Question ⌵
Upload Questions

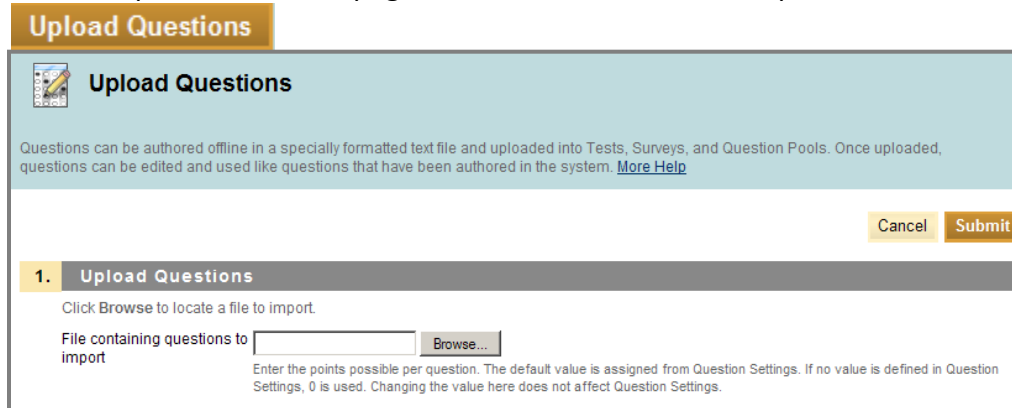
15. Use the Create Question option to add specific types of questions to a **Test**. Click on the *Action Link* to see the available types of questions.

a. 

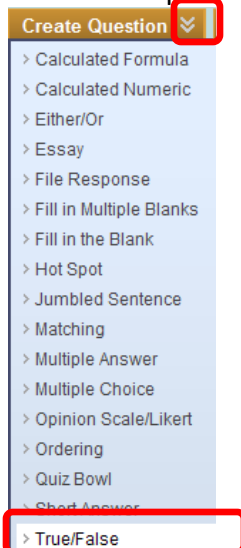
b. Use the Reuse Question option to create a question set, create a random block or find questions from a question pool.



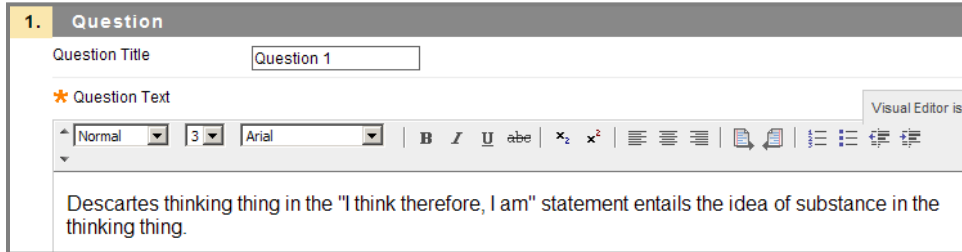
c. Use the Upload Questions page to load Test Question in required format.



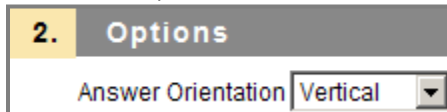
16. To create a question, select a True/False question type from the Add Question pull-down menu.



17. In Section 1, enter the test question title and text in the Visual Textbox Editor.



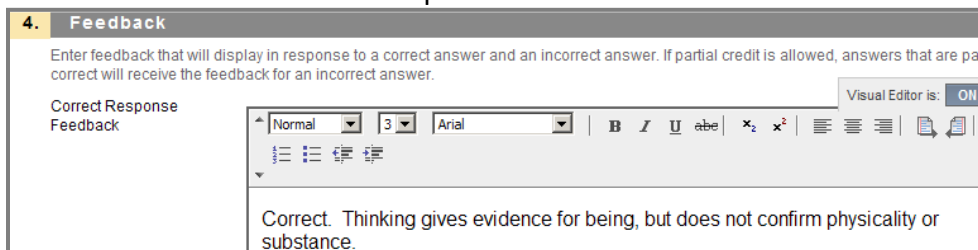
18. In Section 2, set the orientation of the answer to either vertical or horizontal.



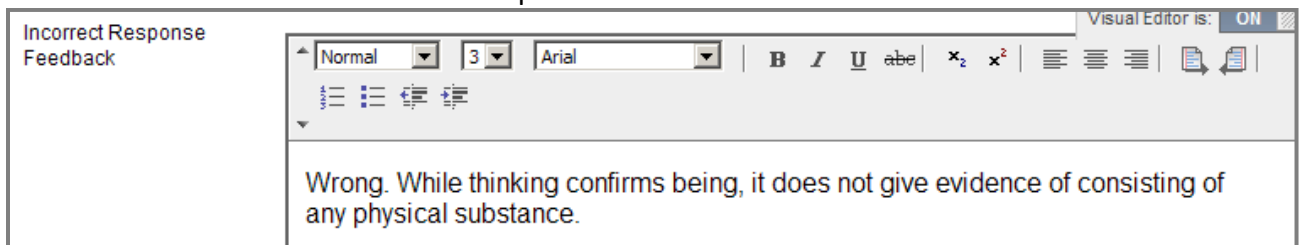
19. In Section 3, set the correct answer.



20. In Section 4, set the feedback response that students will receive after answering the question. Enter text to set the Correct Response Feedback.



21. Then enter text to set the Incorrect Response Feedback.



22. Optional: Add Categories, Topics, Levels of Difficulty and Keywords.

5. Categories and Keywords

Click **Add** to add a Category, Topic, Level of Difficulty, or Keyword to the question. Click the X icon to remove it. Click an existing entry to access a complete list of Categories, Topics, Levels of Difficulty, or Keywords.

Categories	None	<input type="button" value="Add"/>
Topics	None	<input type="button" value="Add"/>
Levels of Difficulty	None	<input type="button" value="Add"/>
Keywords	None	<input type="button" value="Add"/>

23. Instructors also have the option to add Instructor Notes to each question.

6. Instructor Notes

Instructor Notes

24. Click *Submit*.

25. Blackboard will return to the Test Canvas and display the newly added question. Repeat process to add additional courses to the test. Once all questions have been added, click *Okay*.

Select: [All](#) [None](#) | Select by Type: [- Question Type -]

| Points: |

True/False: Question 1: Descartes Thinking Thing in the "... Points: 10

Question: Descartes Thinking Thing in the "I think, therefore I am." statement entails the idea of substance in the Thinking thing.

Answer: True

False


Correct Feedback: Correct. Thinking give evidence of being, but does not confirm physicality or substance.

Incorrect Feedback: Wrong. While thinking confirms being, it does not give evidence of consisting of any physical substance.

Select: [All](#) [None](#) | Select by Type: [- Question Type -]

| Points: |

26. The Test is now available to be deploy in a content area. See the "Deploying a Test" handout for instructions on how to deploy the test to make it available to students.

 **Tests**

Tests are a means of assessing student performance. [More Help](#)

Name	Deployed	Date Last Edited
Apple Pie Quiz	Lesson One - Review of Apple Pie Recipes	October 25, 2010 10:32 AM
Lesson One Quiz	No	March 23, 2011 11:51 AM