



Tests, Surveys, and Pools

Creating Tests in Blackboard

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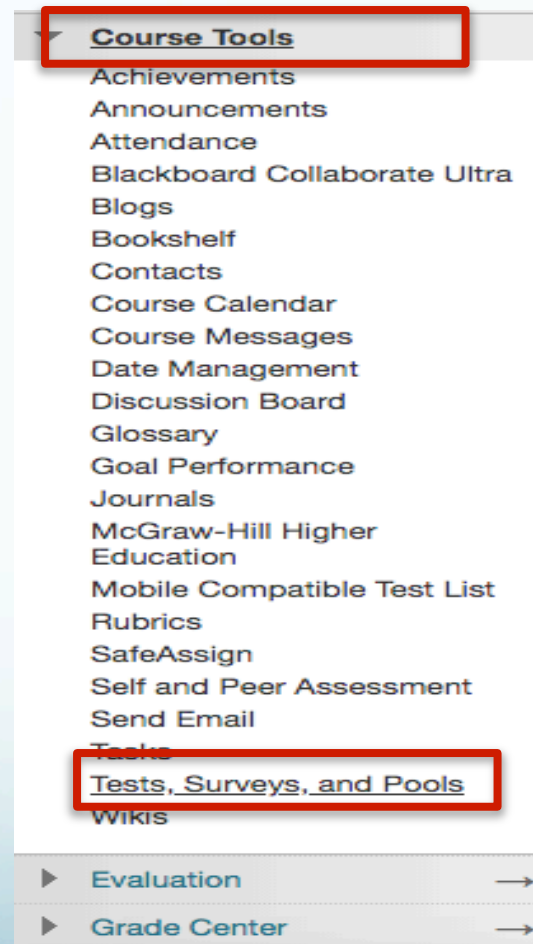
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Tests, Surveys, and Pools

- ➔ Tests, surveys, and Pools allow instructors to create assessment in Blackboard.
- ➔ Pools are sets of questions that can be added to any test or survey. They are useful for storing questions and reusing them in more than one test or survey.
- ➔ Surveys are tools for gathering data from students. They are not graded.
- ➔ Tests are sets of questions that are graded to measure students performance.





Pools (1)

- ☞ Click [Pools](#) to create a set of questions.
- ☞ Click the [Build Pool](#) icon at the top of the page to start building the pool. Pools can be imported from other courses or outside the system.

Pools

Pools are sets of questions that you can use in multiple tests or surveys. You can import pools from outside the system and export them for reuse. [More Help](#)

Build Pool

Import Pool



Pools (2)

☞ The description and instructions are viewable only by the instructor, and are not visible to students.

☞ Click [Submit](#) to create the pool.

POOL INFORMATION

Type a **Name** for the pool. This is a required field. Use a descriptive name to identify the pool. [More Help](#)

* Indicates a required field.

POOL INFORMATION

* Name

Description

Path: p Words:0

Instructions

Click *Submit* to proceed.



Pools (3)

➡ To create a question, click [Create Question](#)

➡ Select a question type from the pull down menu.

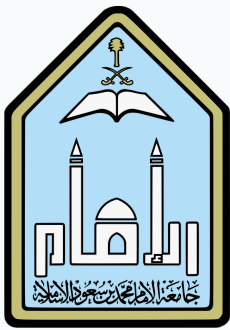
➡ Each question has a creation page. Provide the necessary information to create a question.

➡ Click [Submit](#) to create the question. Click [Cancel](#) to return to the menu with no changes.

The screenshot shows a web browser window with the URL lms.imamu.edu.sa. A green notification bar at the top reads "Success: Pool 1 created." Below this, the page title is "Pool Canvas: Pool 1" with a dropdown arrow. A descriptive text says: "The Pool Canvas presents an inventory list of questions that can be managed and searched. You can use the check boxes to select them or change their points, or edit questions individually. [More Help](#)".

The main navigation bar has three tabs: "Create Question" (selected), "Find Questions", and "Upload Questions". The "Create Question" dropdown menu is open, showing a list of question types: Calculated Formula, Calculated Numeric, Either/Or, Essay, File Response, Fill in Multiple Blanks, Fill in the Blank, Hot Spot, Jumbled Sentence, Matching, Multiple Answer, Multiple Choice, Opinion Scale/Likert, Ordering, Quiz Bowl, Short Answer, and True/False.

The main content area is empty, displaying the message: "This test has no questions! Create questions or add questions from other resources."



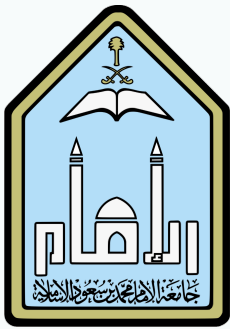
Tests (1)

☞ Click [Tests](#) from the [Tests, Surveys, and Pools](#) menu to create a test.

This is a screenshot of a software interface. At the top, there is a grey header bar with the text "Tests, Surveys, and Pools" in bold. Below this, the word "Tests" is written in a smaller, blue font. Underneath, there is a paragraph of text: "Tests are sets of questions that are graded to measure student performance. Once a test is created here, it must be deployed within a content folder before students can take the test. Test results are reviewed in the Grade Center. Note that some question types are not automatically graded."

☞ Click the [Build Test](#) icon at the top of the page to start building the assessment. Tests can also be imported.

This is a screenshot of a software interface. At the top, there is a grey header bar with the text "Tests" in bold. Below this, there is a paragraph of text: "Tests are a means of assessing student performance. You have the option to build a test or import a test. [More Help](#)". Below the text, there is a teal-colored bar containing two buttons: "Build Test" and "Import Test". Below the teal bar, there is a white area with the text "Click **Build Test** to start."



Tests (2)

☞ Complete the test information.

☞ Click [Submit](#) to create the question. Click [Cancel](#) to return to the menu with no changes.

Test Information

Type a **Name** for the test. This is a required field. The name is the title text that appears in the content area. Use a descriptive name to help users identify the test. [More Help](#)

* Indicates a required field.

TEST INFORMATION

* Name

Description

T T T Arial 3 (12pt) **T** **☰** **☷** **↕** **↶** **↷** **↸**

Path: p

Words:0

Instructions

T T T Arial 3 (12pt) **T** **☰** **☷** **↕** **↶** **↷** **↸**

Click **Submit** to proceed.

Cancel

Submit



Tests (3)

- ➡ To create a question, click [Create Question](#)
- ➡ Select a question type from the pull down menu.
- ➡ Each question has a creation page. Provide the necessary information to create a question.
- ➡ Click [Submit](#) to create the question. Click [Cancel](#) to return to the menu with no changes.
- ➡ Questions can be created, reused, and uploaded.



Tests (4)

The default points per question is 10. To change the point value of a single question, click the points total on the right.

In the dialogue box enter the the new point value for the question. The question can also be designated as Extra Credit by clicking the check box.

Click Submit to save the changes. Click Cancel to return to the menu with no changes. The point total and question points will be updated.

To update the point values for multiple questions:

Check the boxes next the questions you wish to change the point values for, or click Select All at the top to select all questions.

Enter the desired point value in the Point field at the top. Click Update, and the point total for the selected questions will be changed.

Points: 10

10 Extra Credit

Select: All None | Select by Type: - Question Type -

Delete | Points | Update | Hide Question Details



Surveys (1)

- 👉 Survey results are anonymous, but you can see if a student has completed a survey.
- 👉 Survey questions aren't scored.
- 👉 A survey must be deployed to a content area in order to be available to students.
- 👉 Click [Survey](#) to create a survey.

Tests, Surveys, and Pools

Tests

Tests are sets of questions that are graded to measure student performance. Once a test is created here, it must be deployed within a content folder before students can take the test. Test results are reviewed in the Grade Center. Note that some question types are not automatically graded.

Surveys

Surveys are not graded. They are useful for gathering data from students that is not used to evaluate student performance. Surveys must be deployed in a content folder for students to respond to the survey.



Surveys (2)

- ➔ To create a question, click [Create Question](#)
- ➔ Select a question type from the pull down menu.
- ➔ Each question has a creation page. Provide the necessary information to create a question.
- ➔ Click [Submit](#) to create the question. Click [Cancel](#) to return to the menu with no changes.
- ➔ Questions can be created, reused, and uploaded.

The screenshot shows a web interface for creating a survey. At the top, a green notification bar says "Success: Survey 1 created." Below it, the page title is "Survey Canvas: Survey 1" with a dropdown arrow. A descriptive text below the title reads: "The Survey Canvas allows instructors to add and edit questions, reorder questions, and review the survey before deploying it to users. Surveys are intended to gather feedback from users and are not graded. More Help". The main navigation bar has three items: "Create Question" (with a dropdown arrow), "Find Questions", and "Upload Questions". The "Create Question" dropdown menu is open, showing a list of question types: Calculated Formula, Calculated Numeric, Either/Or, Essay, Fill in Multiple Blanks, Fill in the Blank, Hot Spot, Jumbled Sentence, Matching, Multiple Answer, Multiple Choice, Opinion Scale/Likert, and Ordering. The main content area is currently empty, displaying the message "This test has no questions!" and "Create questions or add questions from other resources." with a curved arrow pointing to the right. A "Question Settings" link is visible in the top right corner of the main content area.



How to Embed Audio in Blackboard Test (1)



➡ Click [Create Question](#).

➡ Select the question type from the pull down menu.

➡ Make sure that the question text editor is fully expanded. If not, click the [Show More](#) button.


➡ Click the [Insert/Edit Embedded Media](#) button.

* Indicates a required field.

QUESTION

Question Title

* Question Text



Path: p Words:0

OPTIONS

Click **Submit** to proceed. Click **Submit and Create Another** to save this question and create another of the same type.



How to Embed Audio in Blackboard Test (2)

Click [Browse My Computer](#). Locate and Select the audio file and click [Open](#).

The screenshot shows a web browser window with the address bar displaying 'lms.imamu.edu.sa'. The main content area is a dialog box with three tabs: 'General', 'Advanced', and 'Source'. The 'General' tab is selected. Under the 'Type' dropdown, 'Flash' is chosen. Below this, there is a 'File/URL' section with a text input field and two buttons: 'Browse My Computer' (highlighted with a red box) and 'Browse Course'. A paragraph of text explains that files are saved in the top-level folder of the course's file repository and that permanent URLs can be used for email links. At the bottom, there are 'Dimensions' input fields and a checked 'Constrain Proportions' checkbox. The dialog box has 'Cancel' and 'Insert' buttons at the bottom right.



How to Embed Audio in Blackboard Test (3)

Click [Insert](#), and your media will be embedded within the question text.

The screenshot shows a web browser window with the URL 'lms.imamu.edu.sa'. The 'Source' tab is selected, showing 'Type' as 'HTML5 Audio' and 'File/URL' as 'https://lms.imamu.edu.sa/sessions/E8/E80078872C6328'. Below this, there are buttons for 'Browse My Computer' and 'Browse Course'. A red box highlights a media player interface with a play button and a progress bar showing '-00:00'. At the bottom right, there are 'Cancel' and 'Insert' buttons, with the 'Insert' button highlighted by a red box.



How to Embed Audio in Blackboard Test (4)

- ☞ Complete writing the question. Click [Submit](#) to proceed. Click [Submit and Create Another](#) to save the question and create another of the same type.

QUESTION 1



Jane went to the library in the morning.

- True
- False



Deploying a Test

☞ Go to the content area that you want to add the assessment to.

☞ Click on [Assessment](#) and select [Test](#).

Content ▾

Build Content ▾

Assessments ▾

Tools ▾

Partner Content ▾

↑↓

☞ Select the test you want from the list.

☞ Click [Submit](#) to add the test. Click [Cancel](#) to quit.

ADD TEST

Create a new test or select an existing test to deploy.

Create a New Test

Create

Add an Existing Test

-- Select Test Below --

Test 1