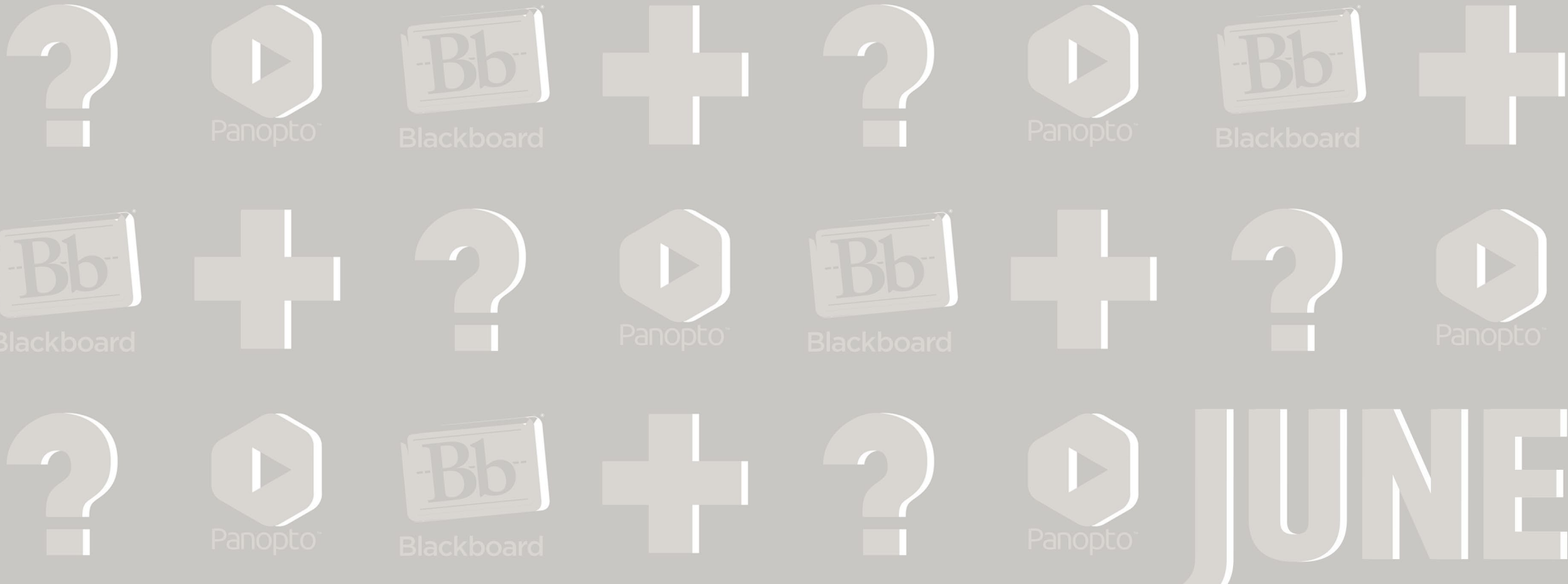


JUNE



ARC 2020



Advanced Blackboard: All About Test



Agenda / Topics

- Features of the test tool
- Creating test, importing, and exporting test
- Deploying Test and Test settings
- Difference between test and pool
- What are surveys for



Session Objectives

- At the end of the session, you will be able to:
 - Create test with different question types
 - Import and export test from excel or to and from another course
 - Identify the difference between tests and pools and create test sets from a pool
 - Create and utilize survey



Test Tool

- To find the Test tool, click
 - Course Tools, under Control Panel
 - Tests, Surveys, and Pools
 - Tests

Tests, Surveys, and Pools

Tests

Tests are sets of questions that are graded to measure student learning. They are added to the ScoreCenter. Note that some question types are not automatically graded.

Surveys

Surveys are not graded, and student responses are anonymous. They are used to gather feedback from students to respond to the survey.

Pools

Pools are sets of questions that can be added to any Test.

Control Panel

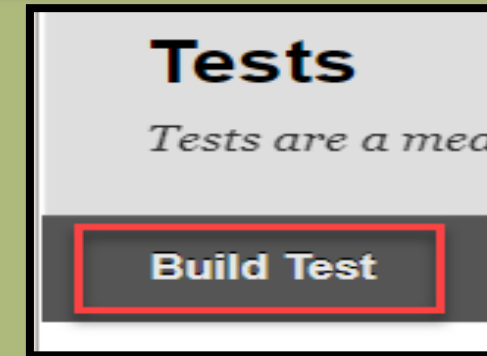
- Content Collection →
- Course Tools
 - Achievements
 - Add Test Student
 - Announcements
 - Attendance
 - ...
 - ScoreCenter
 - Tasks
 - Tests, Surveys, and Pools**
 - Visual Student Roster
 - WebAssign
 - ...
- Wiley LUS
- i>clicker Instructor Tools
- Evaluation →



Test Building

Build Test

- Name your test
- Add a description and/or instruction to the test.
- If you prefer to add the description and instruction later, that is also possible.



The image shows a form for building a test. It has the following sections:

- Name:** A text input field with a small asterisk icon to its left.
- Description:** A rich text editor with a toolbar containing various formatting options like bold, italic, underline, list, link, and image. Below the toolbar is a text area.
- Path:** A text input field containing the letter "p".
- Instructions:** Another rich text editor with a toolbar and a text area, identical in format to the description field.
- Footer:** A grey bar containing the text "Click Submit to proceed." on the left, and "Cancel" and "Submit" buttons on the right.



Adding Question Options

Create Question

- This option allows you to create your questions one by one.
- You can choose from the list of question types.
 - Calculated Formula
 - Multiple Choice
 - Multiple Answers
 - True/False
 - Fill in the Blank
 - Fill in Multiple Blanks
 - Short Answer
 - Essay
 - Matching
 - Ordering
 - File Response

Reuse Question

- This option allows you to reuse questions that you created in pools and create the test.
 - Create Question Set
 - Create random Block
 - Find Questions
- The Question Set option allows you to choose questions from other tests, or pools.
- Random Block allows to choose questions only from Pools.
- You can create multiple Question Sets and Random Blocks in one test.
- E.g. by level of difficulty, chapters covered, item types ...

Upload Question

- If you want to write questions offline in a text file and upload it into tests, surveys, and question pools, you will use the “Upload Questions” option.
- The questions and the file you want to upload must meet certain guidelines.
- Tab-delimited Microsoft excel format is a good example. (See sample in the next page)
 - No header row
 - No blank lines
 - One question per row
- Save the file and upload it to the test by browsing the file you saved on your computer.
- You can assign points while uploading or change values after the upload is complete.



Sample File for Upload

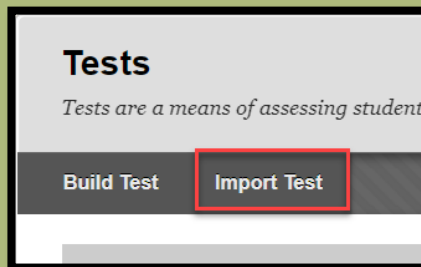
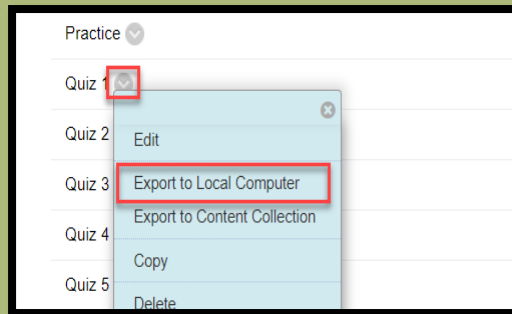
Question Type	Question text	Option 1		Opt. 2		G	H
MC	Which rock can include fossils?	Sedimentary	correct	Igneous	incorrect	Metamorphic	incorrect
MA	Choose all of the examples of minerals?	Breccia	incorrect	Fluorite	correct	Quartz	correct
TF	The Devonian came before the Cretaceous?	TRUE					
ESS	Give a few examples of ways in which a sedimentary rock can move through the rock cycle.	[Placeholder essay text]					
ORD	What is the order of the scientific method?	Question	Hypothesis	Prediction	Testing Analysis		
MAT	Match the following mineral to its hardness on Mohs Scale.	Fluorite	4	Diamond	10	Talc	1

- This is an example of Excel tab-delimited file format to create your questions.
- The first column is the question type in abbreviation. MC (Multiple Choice, MA (Multiple Answers), TF (True/False), ESS (Essay), ...
- The next column is the question text.
- The columns that follow depend on the type of question.



Importing a Test

- If you have a test that you used in one course, and you want to use that same test in your other course, you can export the test from one course and Import it to another.



- First, export the test from the course, never open the zipped package.
- Then, locate the Tests, Surveys, and Pools tab of the course where you want to import the test to.
- Import the test by browsing your computer and attaching the zipped package.



Deploying a Test

- Until you deploy the test to the course content area, it will not be available for students to see it.
- To deploy a test to a content area:
 - Open the folder where you want to make it available at
 - Click “Assessment”, and select “Test”
 - Choose the test
- You can deploy a test only once.
- If a test is already deployed, it will not be available for choice anymore.



Test Setting Options

- After the test is deployed, a test setting option will open
 - You can add or edit a test description, you can choose to show it before students begin the test
 - Choose to open the test in a new window or same window
 - Make the test available or not
 - Allow multiple or single attempts, for multiple attempt, you should choose which score to include in the gradebook
 - **NEVER** check the “**Force Completion**” option
 - You can choose to set Timer for the test; you can turn Auto-Submit on or off
 - You can set a Display After and Display Until dates



Test Setting Options/Availability Exceptions

- You do not need a password
- Test Availability option allows you to add students or groups of students to have exceptions with;
 - Test availability dates
 - Number of attempts
 - Number of attempts

TEST AVAILABILITY EXCEPTIONS

*Click **Add User or Group** to search for course users and groups to add to the exception. The availability step must be enabled in the test settings for exceptions. If you choose to use groups, you must make the group unavailable to group members. Click **Reset** to delete all exceptions for the test.*

Name	Attempts	Timer	Availability
John Hammer	Single Attempt ▾	<input type="checkbox"/> <input type="text"/>	



Test Setting Options/Due Dates and Gradebook

- Adding a due date helps students better plan their schedule
- You can choose the test to be included in the grade center or just a Self Assessment

DUE DATE

*Set the date the assessment is due. Optionally, do not allow students to take Submissions are accepted after this date, but are marked **Late**.*

Due Date

Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Do not allow students to start the Test if the due date has passed. *Students will be unable to start the Test if this option is selected.*

SELF-ASSESSMENT OPTIONS

If this test is a self-assessment, choose to include or hide the scores in the Grade Center. NOTE: If an instructor decides to include the test in the Grade Center after deleted.

Include this Test in Grade Center score calculations
Grade Center items excluded from summary calculations are also excluded from weighting. Also note that if some weighted items are included in calculations and other weighted items are not, grade weight calculations will be skewed.

Hide results for this test completely from the instructor and the Grade Center
If this option is selected, the instructor will not be able to see any student grades, view answers, aggregate results, or download result details. To protect student privacy, this choice cannot be reversed later without deleting all attempts.



Test Setting Options/Results and Feedback

- You can choose what to show students when.
 - After submission
 - On specific date
 - After availability date
 - After due date
 - Score per question
 - All answers
 - Correct answers
 - Submitted answers
 - Feedback

SHOW TEST RESULTS AND FEEDBACK TO STUDENTS

Test results and feedback are available to students after they complete a test. Set up to two rules to show results and feedback. Rules occur based on the event show students; such as scores, answers, and feedback for each question.

When (i)	Score per Question (i)	Answers (i)	Feedback (i)
After Submission	<input checked="" type="checkbox"/>	<input type="checkbox"/> All Answers <input type="checkbox"/> Correct <input type="checkbox"/> Submitted	<input type="checkbox"/>
----Choose----	<input type="checkbox"/>	<input type="checkbox"/> All Answers <input type="checkbox"/> Correct <input type="checkbox"/> Submitted	<input type="checkbox"/>

TEST

One-time View

On Specific Date

After Due Date

After Availability End Date

After Attempts are graded

One at a Time
Present one question at a time.

Prohibit Backtracking
Prevent changing the answer to a question that has already been submitted.



Test Setting Options/Showing Questions

- You can choose to show all questions at once or one question at a time.
- If you choose to show one question at a time, you can allow back tracking or not.
- The last option to choose is to randomize the questions or not.

TEST PRESENTATION

All at Once
Present the entire test on one screen.

One at a Time
Present one question at a time.

Prohibit Backtracking
Prevent changing the answer to a question that has already been submitted.

Randomize Questions
Randomize questions for each test attempt.



Pools

- A question pool is a collection of questions that is stored for repeated use.
- You can use pools to create tests and surveys. You can also export and import pools for use in tests in other courses.
- Questions in a pool are almost identical to test questions. They can contain feedback, metadata, and all the other elements of a test question, but they don't contain point values.
- Pools are typically used to create a database of questions that can be reuse in multiple tests.
- You can't add Pools directly to the course content area, the question in pools should first be created as a test in the Tests area.

Tests, Surveys, and Pools

Tests
Tests are sets of questions that are graded to measure student learning. Note that some question types are not automatically graded.

Surveys
Surveys are not graded, and student responses are anonymous. Students respond to the survey.

Pools
Pools are sets of questions that can be added to any Test or Survey.

Pools
Pools are sets of questions that you can use in multiple tests and surveys.

Build Pool **Import Pool**



Surveys

- Blackboard Surveys are a tool to gain information from your students and are similar to the Test tool.
- Surveys are different from Tests in that all responses are anonymous, there are no correct/incorrect answers, and they are generally not graded.
- Surveys can be used to get feedback on your course or teaching style, as well as gather information concerning student opinions or viewpoints on sensitive topics for class discussion.
- Don't use Surveys if you want to know whom the survey responses belongs to.
- You can assign points for completing the Survey by modifying the "Points Possible" field for the Survey within the Grade Center, but cannot grade individual questions.