

Blackboard Test Panel Options

An overview of the Test Panel
Options available in
Blackboard...when to use
them; when to lose them...

If You Have Questions...



Test Options Panel

1. Test Information
2. Test Availability
3. Due Date
4. Self-Assessment Options
5. Test Feedback
6. Test Presentation
7. Submit

Encountering the Test Options Panel

Create Test

Creating a Test deploys the Test to a Content Area. Once a Test has been deployed, change the Test Options to make it available for students to take. [More Help](#)

1. Add Test

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

Create a New Test

Add Test

- Select Test Below --
- Respondus LDB Test - Requires Respondus Lock
- images
- find questions jan
- find questions_wei
- find questions JWC
- find questions TLMS
- Unit 1 Test
- images from frances
- Test Options**

2. Submit

Click **Submit** to add this Test. Click **Cancel** to quit.

Tests

Build Content ▾ **Assessments** ▾ **Tools** ▾ **Publisher Content** ▾

- ↑ ↓  **Test Options** ▾
Availability: Item is
- ↑ ↓  **Today's Tests**
- ↑ ↓  **Quiz 1- Requ**
- ↑ ↓  **test** ▾
- ↑ ↓  **random block** ▾

> Edit the Test

> Edit the Test Options

> Adaptive Release

> Adaptive Release: Advanced

> Add Alignments

> Set Review Status(Disabled)

> Metadata

> Statistics Tracking (On/Off)

> User Progress

> Move

> Delete

Test Information



Test Options

Test Options control information about the Test, including instructions, availability, feedback, and presentation. [More Help](#)

* Indicates a required field.

Cancel

Submit

1. Test Information

* Name

Choose Color of Name Black

Description

Text Editor is: ON

Normal Times New Roman *I* U x_2 x^2

Path: [body](#)

Open Test in New Window Yes No

Test Availability

2. Test Availability

Make the Link Available Yes No

Add a New Announcement for this Test Yes No

Multiple Attempts

Allow Unlimited Attempts

Number of Attempts

Force Completion

Once started, this Test must be completed in one sitting.

Set Timer

Set expected completion time. Selecting this option also records completion time for this Test. Students will see the timer option before they begin the Test.

Hours Minutes

Auto-Submit

OFF: The user is given the option to continue after time expires.

ON: Test will save and submit automatically when time expires.

OFF ON

Display After  

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

Display Until  

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

Password

Require a password to access this Test.

Password

Auto-submit Issue

First Name	Weighted Total	Test Options
Charlie	98.80%	--
George	86.10%	--
Jane	95.10%	--
Jan - Student	70.00%	!
Pat	4.20%	--

First Name	Weighted Total	Test Options
Charlie	98.80%	--
George	86.10%	--
Jane	95.10%	--
Jan - Student	70.00%	20.00
Pat	4.20%	--



Grade Test: Test Options

Assign a grade and feedback for the current test attempt. Expand the **Test Information** section to clear the student's grade and edit the test. [More Help](#)

Jump to...

Hide

User: **Jan - Student Lay (Attempt 1 of 1)** ! View: **Full Grade Center**

Exit

Submit

⌵ **Test Information - Test was submitted 2 minute(s) late.**

Due Date

3. Due Date

Due Date



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

Self-assessment Options

4. Self-assessment Options

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 Instructor and the Grade Center

If this option is checked, 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 Feedback

5. Test Feedback

Select the Type of Feedback Displayed Upon Completion

- Score
- Submitted Answers
- Correct Answers
- Feedback

Test Presentation

6. Test Presentation

Presentation Mode

- 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.



Submit!

7. Submit

Click **Submit** to edit options for this Test. Click **Cancel** to quit.

Cancel

Submit

Description vs Instructions



Test Information

Enter 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.

1. Test Information

* Name

Description

Normal 3 Arial | **B** *I* U *abe* | x_2 x^2 | [List Icons] [Image Icons] [Table Icons]

[List Icons]

[Table Icons]

Path: [body](#)

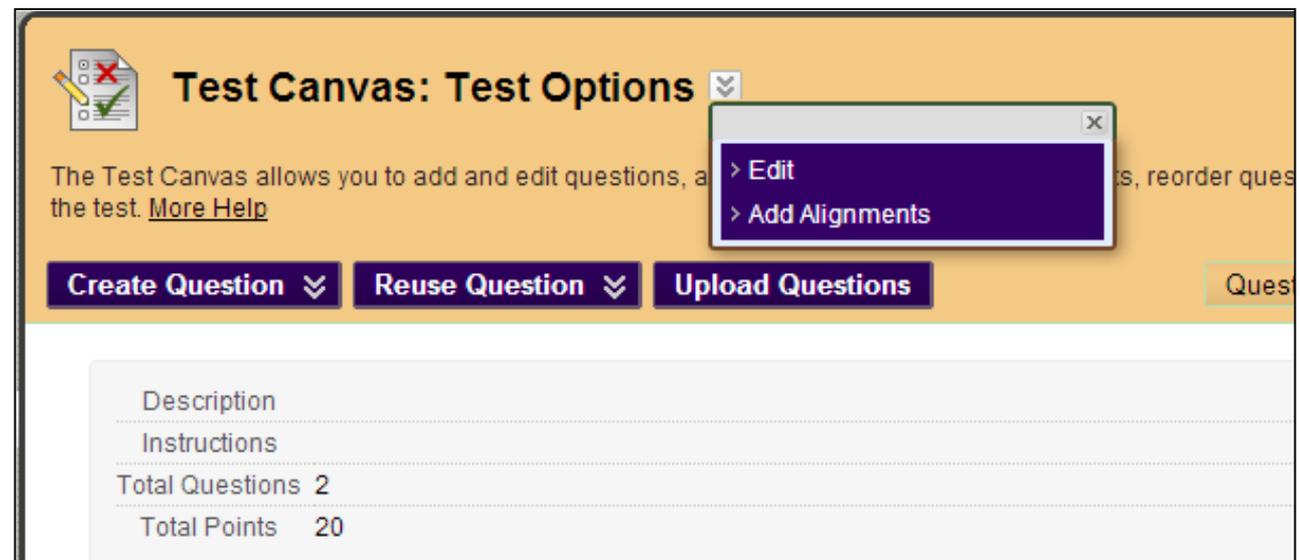
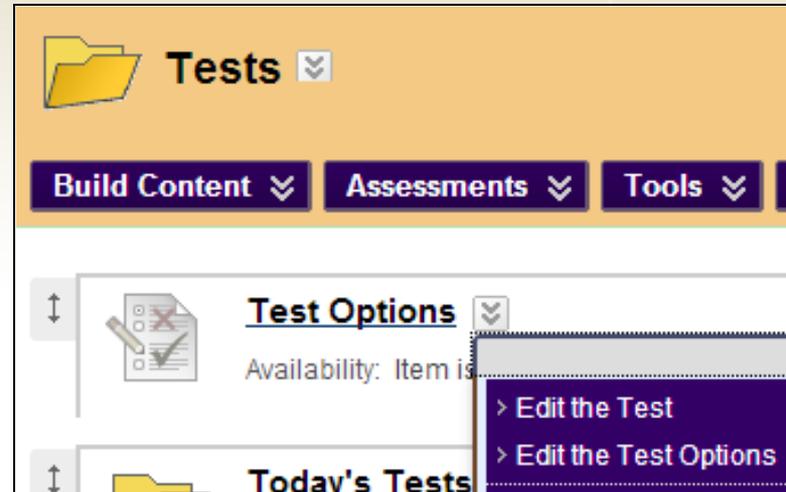
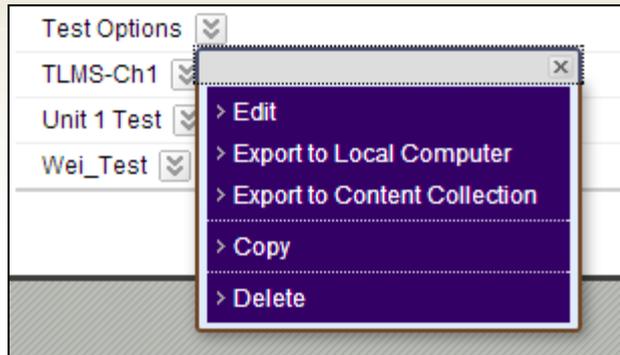
Instructions

Normal 3 Arial | **B** *I* U *abe* | x_2 x^2 | [List Icons] [Image Icons] [Table Icons]

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How to edit the Instructions



Ta Da!

(i.e. that's pretty much it!)

Blackboard Resources

- **Setting Test Options - video**
- http://ondemand.blackboard.com/r91/movies/bb91_tests_survey_set_test_options.htm

- **Creating a Test - webpage**
- http://ondemand.blackboard.com/r91/movies/bb91_tests_surveys_creating_test.htm

- **Blackboard Learn Support Page**
- http://www.clemson.edu/ccit/learning_tech/blackboard_learn/index.html

- **Upcoming CCIT Computer Training Classes**
- <http://www.clemson.edu/clereg/>

Upcoming Tech Talks

10/9	Midterm Week - No Tech Talk	N/A
10/16	Fall Break - No Tech Talk	N/A
10/23	Linking Articles on E-Reserves (View Transcript Here)	Library
10/30	Formatting Spreadsheets in Excel for Print or PDF (View Transcript Here)	Kat Snizaski
11/6	Advanced Google Searches (View Transcript Here)	Library

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