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Pools, Tests, and Surveys

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Pools and tests work together to create exams and quizzes for students. A pool is a versatile, expandable set of questions from which you can select to create a test. A test is the actual arrangement of questions that a student will see. You can create a test drawing from multiple pools, selecting specific types of questions from a pool, or allowing BlackBoard to randomly pick questions.



Figure 1. Assessment area of Control Panel

While you can create a test and load it with questions directly, we highly recommend creating a pool of questions first, and then creating tests from that pool. This gives you a lot more flexibility to mix and match questions from different quizzes, create multiple versions of a test, and export questions for use in multiple courses.

Creating a test on BlackBoard is a four step process:

- Create a question pool
- Create questions to fill the pool
- Create a test from the question pool
- Deploy the test

Create a Pools

From the Control Panel, select Pool Manager (see fig. 1). Click on the “Add Pool” button and fill out the form to name, and optionally, add a description and instructions. Click “OK.”

(Note: you can create a pool from an existing test or pool. This is a way to convert a test that you made directly to a pool, so as to take advantage of the pool’s portability and potential as a place to continue building items.)

Create Questions

Once you have created a pool, you will be taken to the Pool Canvas, where you will add items to populate your pool.

To add a question to your pool:

1. Select a question type from the Add dropdown menu, and click "Go."
2. Add the question text, select the number of answers, and type in the answers for the question.
3. Choose the correct answer.
4. Type in feedback for correct and incorrect answers.
5. Click Submit.
6. To add another question, go to the top of the page, and repeat these steps.
 - o To insert a question between two existing questions, click on the "Add Question Here" link. This will insert a question of the type showing on the Add menu.
7. When you have finished adding questions, click on the “Submit” button at the bottom of the screen. This will return you to the Pool Manager.



Pool Canvas

Add, modify, and remove questions. Select a question type from the Add Question menu. Use Creation Settings to establish which default options, such as feedback and instructions, are used for new questions.

Add	Multiple Choice	GO	Creation Settings
Name	Quiz 1		
Description	Week 1 pre-reading quiz.		

Figure 2. Drop-down menu for adding questions to a pool. Note the “Go” button.

Add a Test

Build your test from one or more question pools.

Figure 4. Pool list and question types

Deploy a test

You can deploy tests in any content area, using Edit view. Tests cannot be deployed from the Test Manager.

- Open a content area and click on **Edit View**.
- Click on the Add: "Test" button.



- Choose the test you want to add and click Submit.
- Back in the content area, find the test and click on **Modify**.
- Click on **Modify Test Options** to set availability, presentation, and feedback options.

Open Test in new window Yes No

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 Test must be completed the first time it is launched.

Set timer. Set expected completion time. Selecting this option also records completion time for this Test.

Hours Minutes

Display After Display Until

Mar 2008 50 AM 50 AM

Password. Require a password to access this Test.

Password:

3 Self-assessment Options

Include this test in Gradebook score calculations.

Figure 5. Deploying a test: Modify the Test Options

IMPORTANT NOTE: If you change a test after some students have taken it, you will need to go into the gradebook and manually grade their tests.

Test Manager

- Go into the Test Manager in the Control Panel to modify or remove tests.

- **Create a pool in Pool Manager rather than creating a test here. The Pool affords much greater flexibility of use in future.**
- You must deploy a test from the content page in the course view (see “Add a Test” above). You cannot deploy a test from Test Manager.

Survey Manager

A survey is an unscored test. Create survey pools here in a similar way to how you create a pool, then deploy on the content page you choose in a similar way to how you add a test (see above).

Add a survey

- In the course view, navigate to the page where you want the student to take the survey and click on “Edit View” to toggle into the authoring view.
- From the dropdown menu on the Add toolbar, select “Survey.” Name the survey (sometimes the name might be the same as the pool from which you will populate the survey) and post a description and instructions.
- Deploy the survey using the “Modify Survey Options” link to set availability, presentation, and feedback options.