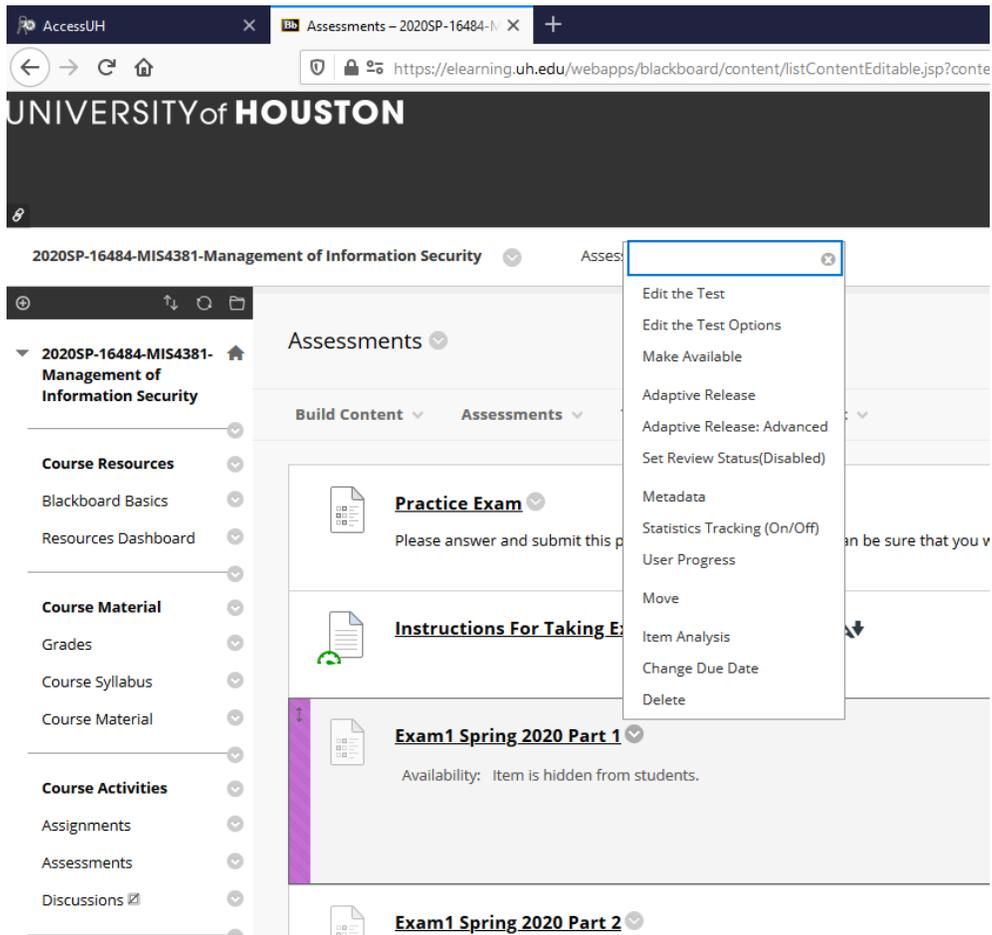
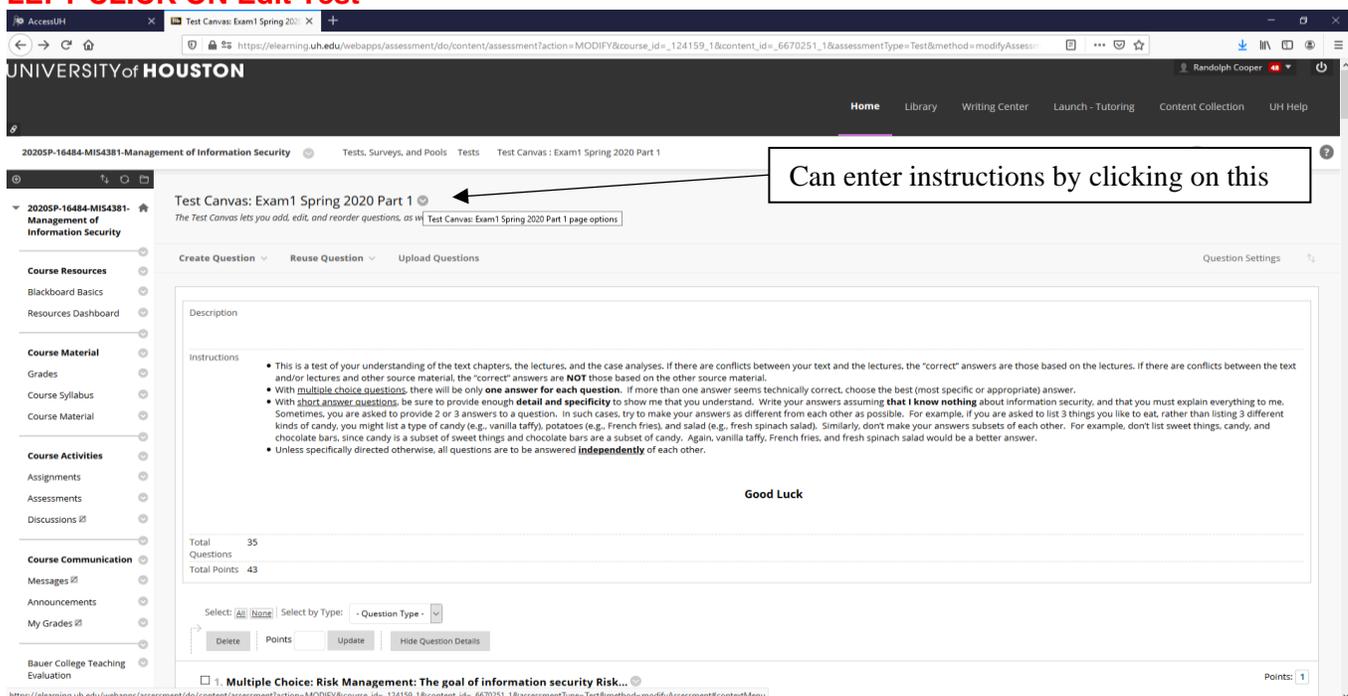


Quick Settings for a Blackboard Test by Randolph Cooper

Login to Access UH and go to the Blackboard App
LEFT CLICK ON ASSESSMENTS



LEFT CLICK ON Edit Test



LEFT CLICK ON Edit Test Options

Don't open test in a new window.

If you set up an availability window below, then click on make available to students here.

Do Not allow multiple attempts

Do Not Force Completion

Set Timer and turn auto-submit on.
(This will make sure that a copy of their exam is saved.)

Enter availability time window.
(After the window expires, students still working on the exam will be able to continue working (if timer hasn't ended) unless they get disconnected and have to reconnect.

Test Options - 2020SP-16484-1

https://elearning.uh.edu/webapps/assessment/do/content/assessment?action=MODIFY&course_id=_124159_1&content_id=_6670251_1&assets

Show instructions to students before they begin the test.

Open test in new window Yes No

TEST AVAILABILITY

Make available to students Yes No

Add a new announcement for this test Yes No

Multiple Attempts

- Allow Unlimited Attempts
- Number of Attempts

Score attempts using

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.

90 Minutes

Auto-Submit OFF ON
OFF: The user is given the option to continue after time expires.
ON: Test will save and submit automatically when time expires.

Display After 03/24/2020 06:00 PM
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

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

Test Options - 2020SP-16484-1

https://elearning.uh.edu/webapps/assessment/do/content/assessment?action=MODIFY&course_id=_124159_1&content_id=_6670251_1&assets

Display After 03/24/2020 06:00 PM
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until 03/24/2020 10:30 PM
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Password
Require a password to access this test.

Restrict Location
Require Students to log on from a specific location (range of IP addresses).

TEST AVAILABILITY EXCEPTIONS

Click **Add User or Group** to search for course users and groups to add to the exception list. Timer and force completion must be enabled in the group unavailable if you do not want students to see group members. Click **Remove all Exceptions** to delete all exceptions for the test.

DUE DATE

Set the date the assessment is due. Optionally, do not allow students to take a test once the due date has passed.

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.

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

Uncheck all feedback to students

Due Date 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, the scores will be included in the Grade Center.

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 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 prevent deleting all attempts.

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 for each question.

WHEN	SCORE PER QUESTION	ANSWERS
After Submission	<input type="checkbox"/>	<input checked="" type="checkbox"/> All Answers <input type="checkbox"/> Correct
Choose	<input type="checkbox"/>	<input checked="" type="checkbox"/> All Answers <input type="checkbox"/> Correct

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

Present questions one at a time to ensure automatic saving of answers. Don't prohibit backtracking, so students can change answers and skip and go back to questions.

There may be problems with randomizing questions if you display questions one at a time.

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 for each question.

WHEN	SCORE PER QUESTION	ANSWERS
After Submission	<input type="checkbox"/>	<input type="checkbox"/> All Answers <input type="checkbox"/> Correct
Choose	<input type="checkbox"/>	<input type="checkbox"/> All Answers <input type="checkbox"/> Correct

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.

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

The screenshot shows a user interface for managing questions. It features two rows of question entries:

- Question 34: 34. Essay: Define Integrity AND then provide an ... Points: 2
- Question 35: 35. Essay: Define Privacy AND provide an example... Points: 2

Below the questions is a control panel with the following elements:

- Select: All None
- Select by Type: - Question Type -
- Buttons: Delete, Points, Update, Show Question Details
- OK button (bottom right)

Updates/changes might not be saved unless you click on “OK” when done.

For additional settings, go to <http://www.instruction.uh.edu/knowledgebase/>