Blackboard Tests and Surveys – F2008

What are the Bb assessment tools?
Surveys and quizzes provide methods to have Blackboard do some of the work for you, in gathering feedback and student assessments.

Some possible uses for surveys and quizzes in your course:
• Get information on student background knowledge,
• Gather student feedback or beliefs about a topic
• Conduct weekly readings quizzes or lab quizzes,
• Have students submit weekly writing assignments
• Check knowledge of terminology or facts
• Conduct short writing assignments

Some characteristics of surveys and quizzes:
• Surveys are anonymous, ungraded and don’t allow access to individual student responses (although aggregated responses can be viewed). Results can be downloaded.
• Quizzes are not anonymous, graded and do allow view of individual student responses. On quizzes faculty can provide feedback on answers. Results can be downloaded.

Basic procedure overview:
1. use the test or survey manager to create the assessment,
2. then “deploy” it in any content area, and
3. view grades/responses in the gradebook.

Quick steps to get started:
1. In your course site go to Control Panel > Test Manager (or Survey Manager)
2. Click “Add Test” or “Add Survey” and follow instructions to set up.
3. Add questions to the test or survey as needed (see the Bb help manual at Control Panel > Manual for information about the question types and set up options)
4. When finished, go to Control Panel > any content area, such as Assignments
5. To make the test or survey available to students, in the gray Add bar near the top of the window, choose Test, or choose Survey from the pull-down list
6. Pick the test or survey to “deploy,” and Submit, then click OK
7. Choose “Modify the Test Options” or “Modify the Survey Options” to set up the test/survey.
8. YOU MUST MAKE THE LINK AVAILABLE on the next screen, and click Submit, or students won’t see the assessment!
9. Once students have taken the assessment, visit Control Panel > Gradebook to see or modify their scores.

Duke help: http://blackboard.duke.edu (Duke Bb help site)