On-Campus Blackboard
Tests: Create a Test

To create a test start from Course Tools, select Tests, Surveys and Pools.
Select Tests, Surveys, and Pools

Select Build Test, give it a title and click Submit. The description and instructions are optional.

This creates the Test Canvas. Next will add questions, either from prebuilt question pools, converted word documents, publisher’s questions or build your own questions directly in Blackboard.
The Test Canvas is where you add questions, set point values and mark questions as extra credit.

The Create Question option allows you to create many different question types one at a time within Blackboard. Add the question text, answer text and set the correct answer. Adding feedback and notes for other instructors is also an option when creating a question.

The Reuse Question options lets you pull from questions already in Blackboard. You create a question set that will appear in a specific order, create a random block that will randomize questions from a pool or Find Questions to add directly to the test canvas.

For more about adding questions, see the Tests: Adding Questions job aid.

- Note question titles do not appear to students, only question text.

For more information, contact bbhelp@uml.edu or schedule a technology consultation.