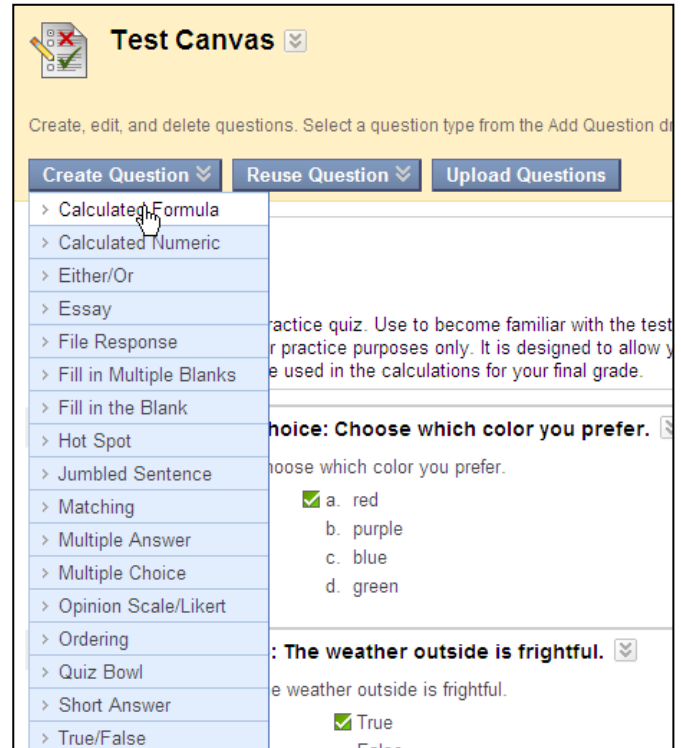


There are seventeen different question types available in Blackboard version 9.0.

Here's a summary of the question types available:

- **Calculated Formula** – A question that contains a formula. Instructor sets variable range (minimum and maximum) which provides randomly generated answer sets for students. Partial credit possible.
- **Calculated Numeric** – Like Fill in the Blank type, but students input a number.
- **Either/Or** – Like True/False type, but instructor can set the text to be: Yes/No, Agree/Disagree or Right/Wrong.
- **Essay** – This question must be graded manually in the Gradebook.
- **File Response** – While taking the test, students need to upload a file to complete this question. Must be manually graded.
- **Fill-in Multiple Blanks** – Like Fill in the Blank type, but students must provide answers to several blanks within a sentence or paragraph.
- **Fill in the Blank** – Provide possible answers (up to 20). Blackboard does not regard case-sensitivity in grading. Naturally, you will need to design this type of question carefully.
- **Hot Spot** – Students need to point and click on a region ("hot spot") designated on an image.
- **Jumbled Sentence** – Like Fill in Multiple Blanks type, but students have several drop-down lists to select from.
- **Matching** – Indicate the questions and answers in the order you wish displayed to the students, then provide the answers in the correct order. Partial credit is possible.
- **Multiple Answer** – In contrast to the previous type, the student can select more than one answer. All selected answers must be correct, however, to receive credit.
- **Multiple Choice** – Indicate the correct answer (only one). The range of possible answers is 4 to 20.
- **Opinion Scale/Likert** – Students rate their reaction or opinion to a statement. Scale ranges from Strongly Agree to Strongly Disagree. Very useful for surveys.
- **Ordering** – Provide up to 20 possible answers. Enter them in the correct order, then indicate the wrong order you wish displayed to the students. Partial credit is possible.
- **Quiz Bowl** – Like the Jeopardy® game, students enter a question to a statement provided by the instructor.
- **Short Answer** – Similar to Essay type, instructor can limit length of student response. Instructor sets number of rows of text.
- **True/False** – Build a question or statement that requires either a true or false response.



1. Here is a sample of how some question types look in the Test Canvas area:

The screenshot shows the Blackboard Test Canvas interface. At the top, there is a yellow header bar with the text "Test Canvas" and a dropdown arrow. Below the header, there are three buttons: "Create Question", "Reuse Question", and "Upload Questions". To the right of these buttons is a "Creation Settings" button with a gear icon. Below the buttons is a "Header" section with a dropdown arrow. Under the header, there are three question types listed:

- Calculated Formula: Solve the following formula: [x] + [y]...** (2 points)
Question: Solve the following formula: $[x] + [y] = z$.
Answer Formula: $x + y$
Answer Range +/-: ± 0
Number of Answer Sets: 10
- Calculated Numeric: The value 15 to the power of 2 equals...** (2 points)
Question: The value 15 to the power of 2 equals _____.
Answer: 225
Answer range +/-: 0
- Either/Or: Carl Jung was the founder of analytical...** (2 points)
Question: Carl Jung was the founder of analytical psychology.
Answer: Right Wrong

What follows on the next few pages are basic instructions on using these question types.

Calculated Formula

To create a question that contains a formula:

PHASE ONE

1. From the Test Canvas (or Survey Canvas) page, select Calculated Formula from the Create Question drop-down menu.
2. In the Question Text box, enter the instructions for the student. Put formula variables in brackets [].
3. In the Answer Formula box, enter the actual formula. For mathematical signs (operations), use the toolbar (you can use the plus, minus and equals symbols on the keyboard, if you wish). Click the checkmark button to check syntax.
4. Assign a point value for the question.
5. In the Options area, determine the range that the answer can be for credit. The range must be numeric or percent. A range of 0 (the default) indicates that the answer must be exactly the right number.



If you select Partial Credit, the page updates and you'll need to indicate the partial credit range as well.



If you select Units Required, the page updates and you'll need to indicate the correct unit of measurement (e.g., seconds or grams) and whether the unit is case-sensitive. Optionally, you can indicate the percentage of points awarded if only the unit is incorrect.

6. Click **Next**.

PHASE TWO

7. On the next page, determine the size of the answer set(s) for the variable(s) specified on the previous page. Indicate the Minimum and Maximum values and whether or not decimal places are included.
8. In the Answer Set Options area, choose the number of decimal places required by the student in the answer. Also determine the number of answer sets to be generated by Blackboard.
9. Click **Calculate** to generate the answer sets.

PHASE THREE

10. This page asks you to confirm the answer sets generated by Blackboard. A student will receive one of these sets when taking the test. If you make any modifications, click **Calculate** to re-generate the list.
11. Below the Modify Answer Sets area are the standard options for feedback and indicating categories or keywords.
12. Click **Submit**.

Here is a simple example of this question type from the Test Canvas page:

The screenshot shows the 'Calculated Formula' question editor. At the top, it says 'Calculated Formula: Solve the following formula: [x] + [y]...' with a dropdown arrow. Below that, the question text is 'Solve the following formula: [x] + [y] = z.' and the answer formula is 'x + y'. At the bottom, there are settings for 'Answer Range +/- ± 0' and 'Number of Answer Sets 10'.

Here is how students will see the question:


The screenshot shows the student view of the question. It is titled 'Question 1' and is worth '2 points'. The question text is 'Solve the following formula: 36 + 72 = z.' and there is an empty input box for the answer. A 'Save Answer' button is visible in the top right corner.

Calculated Numeric

To create a "fill-in-the blank" question that requires a numeric response:

1. From the Test Canvas (or Survey Canvas) page, select *Calculated Numeric* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. In the Answers area, enter the correct value and determine if a numeric range is permissible for the answer. If the answer must be exact, then leave the *Answer Range* box empty.
4. Click **Submit**.

Here is a simple example of this question type from the Test Canvas page:

Calculated Numeric: The value 15 to the power of 2 equals... 	
Question	The value 15 to the power of 2 equals _____
Answer	225
Answer range +/-	0

Either/Or

To create a two-choice question (with different label combinations):

1. From the Test Canvas (or Survey Canvas) page, select *Either/Or* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. In the Answers area, select the desired label combination (Yes/No, Agree/Disagree, Right/Wrong, or True/False).
4. Select which is the *Correct Answer*.
5. Click **Submit**.

Here is an example of this question type from the Test Canvas page:

Either/Or: Carl Jung was the founder of analytical... 	
Question	Carl Jung was the founder of analytical psychology.
Answer	Right
	<input checked="" type="checkbox"/> Wrong

Essay

To create an open-ended question:

1. From the Test Canvas (or Survey Canvas) page, select *Essay* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. Click **Submit**.

File Response

To create a question that requires a file upload from the student:

1. From the Test Canvas (or Survey Canvas) page, select *File Response* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. Click **Submit**.

Here is an example of how the student sees the question:

The screenshot shows a question titled "Question 5" with a point value of "2 points" and a "Save Answer" button. The question text is: "Create an Excel worksheet that analyzes the stress data included in Module One of this course. Submit your completed worksheet file here." Below the text are three buttons: "Attach File", "Browse for Local File", and "Browse for Content Collection item".

Fill in Multiple Blanks

To create a question that includes more than one fill-in-the blank:

1. From the Test Canvas (or Survey Canvas) page, select *Fill-in Multiple Blanks* from the Create Question drop-down menu.
2. Enter the question text, placing the variables (fill-in blanks) in brackets []. For Example: The colors of the American flag are [a], [b], and [c].
3. Assign a point value.
4. Click **Next**.
5. On the next page, determine the number of possible answers for each variable and enter the answers. The page will update each time you change the number of answers for a variable.
6. Click **Next** and enter any feedback, category and keyword options desired.
7. Click **Submit**.

Here is an example of this question type from the Test Canvas page:

The screenshot shows the configuration page for a "Fill in Multiple Blanks" question titled "The colors used in the American flag...". The question text is "The colors used in the American flag are [a], [b], and [c].". Below the question text, there are three sections for answers, each with a list of possible answers:

Answers for:	Answers
a	red white blue
b	red white blue
c	red white blue

Here is an example of how the student sees the question:

The screenshot shows a question titled "Question 6" with a point value of "2 points" and a "Save Answer" button. The question text is: "The colors used in the American flag are [], [], and []."

Fill in the Blank

To create a question that includes only one fill in the blank:

1. From the Test Canvas (or Survey Canvas) page, select *Fill in the Blank* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. Select the number of possible correct answers. When Blackboard grades the test, it will perform a character by character match between what the student enters and the possible answers you enter. You may need to consider how students might misspell the answer.
4. Enter all possible correct answers.
5. Click **Submit**.

Hot Spot

To create a question that requires the student to click on a specific part of an image:

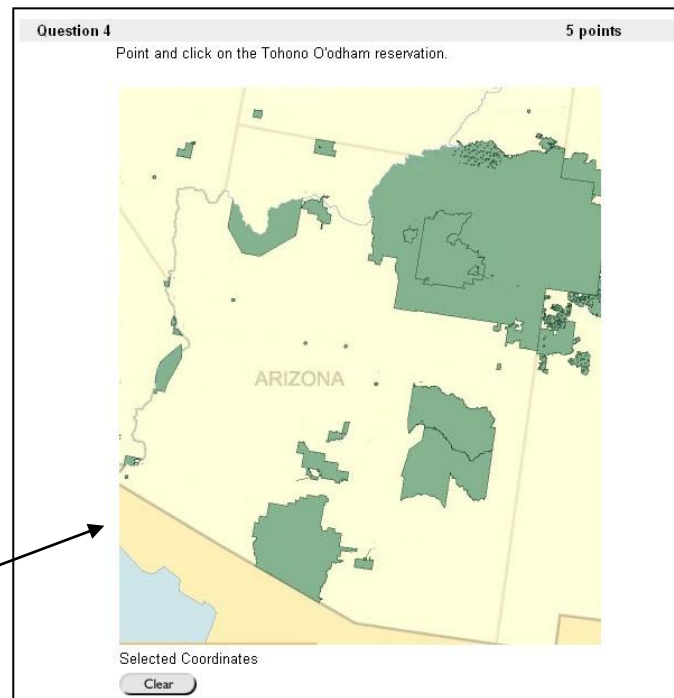
1. From the Test Canvas (or Survey Canvas) page, select *Hot Spot* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. Click **Browse for Local File** (if the file is on your computer) or **Browse for Content Collection item** (if the file is in the Content Collection) to attach the image file.
4. Click **Next**. The image appears.
5. Using the mouse, drag to create a rectangle over the area of the image that a student needs to click on. As you drag coordinate values appear below the image.



If you want to change the specified area, click **Clear** and start over.

6. Click **Submit**.

Here is an example from the student view:



Jumbled Sentence


To create a question where the student assembles a statement from drop-down lists:

1. From the Test Canvas (or Survey Canvas) page, select *Fill-in Multiple Blanks* from the Create Question drop-down menu.
2. Enter the question text, placing variables in brackets [] wherever the drop-down list(s) should appear. (see sample question below)

3. Assign a point value.
4. Determine the number of answers to appear in the drop-down list and enter those answers in the boxes below.

NOTE: Multiple blanks with drop-down lists can be used in the question; however, the same answer list must be used for all of them.
5. Click **Next**.
6. On the next page, select the correct answer for each variable (use the drop-down list boxes).
7. Click **Submit**.

Here is an example of this question type from the Test Canvas page:

Jumbled Sentence: The sun is, at present, about 70% [a]... 

Question The sun is, at present, about 70% [a] and 28% [b]. Everything else (metals) amounts to less than 2%.

Drop-down List of Answers helium
oxygen
nitrogen
hydrogen

Answer The sun is, at present, about 70% hydrogen and 28% helium. Everything else (metals) amounts to less than 2%.

Matching

To create a question that requires students to match answers to the right question items:

1. From the Test Canvas (or Survey Canvas) page, select *Matching* from the Create Question drop-down menu.

2. Enter the question text and assign a point value.



Note that *Allow Partial Credit* is selected by default. If you de-select it, then a student will need to match every single one correctly to receive any points.

3. Determine the number of question items you want.
4. Enter the question items in the order in which you want them displayed for the student.
5. Repeat step 3-4 for the answer items.
6. Click **Next**.
7. In the next screen, match the question items to the correct answer items. This will be the "answer key" Blackboard will use to score the question.
8. Click **Submit**.

Multiple Answer

To create a question that allows for more than one answer:

1. From the Test Canvas (or Survey Canvas) page, select *Multiple Answer* from the Create Question drop-down menu.

-
2. Enter the question text and assign a point value.
 3. Determine the number of answers you want.
 4. Enter the text for each answer.
 5. Select the correct answers (check the square boxes).
 6. Click **Submit**.

Multiple Choice

To create a question that allows for only one answer:

1. From the Test Canvas (or Survey Canvas) page, select *Multiple Choice* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. Determine the number of answers you want.
4. Remove any unused answers.
5. Enter the text for each answer.
6. Select the correct answer (check the round circle).
7. Click **Submit**.

Opinion Scale/Likert

To create a question that assesses the level of agreement/disagreement with a statement:

1. From the Test Canvas or (Survey Canvas) page, select *Opinion Scale/Likert* from the Create Question drop-down menu.



This question is usually more applicable to a survey than a test.

2. Enter the question text.
3. Determine the number of possible answers and modify the answer text as desired.
4. Click **Submit**.

Question 13		2 points	Save Answer
This workshop has met my expectations.			
<input type="radio"/> 1. Strongly Agree	<input type="radio"/> 2. Agree	<input type="radio"/> 3. Neither Agree nor Disagree	<input type="radio"/> 4. Disagree
<input type="radio"/> 5. Strongly Disagree	<input type="radio"/> 6. Not Applicable		


Ordering

To create a question that requires the correct ordering of items:

1. From the Test Canvas (or Survey Canvas) page, select *Short Answer* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. Determine the number of answers you want. (Click **Remove** to reduce your list.)
4. Enter the answer items in the *correct order*.
5. Click **Next**.
6. Drag and drop the answers to place the list in the order in which you want it *displayed to students*.
7. Click **Submit**.

Short Answer

To create an essay-type question that restricts the length of the answer:

1. From the Test Canvas (or Survey Canvas) page, select *Short Answer* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. Determine the number of rows of text for the answer (maximum of 6).
 You can optionally enter an answer to provide an example of a correct response.
4. Click **Submit**.

Quiz Bowl

To create an essay-type question where the student provides the question to a given answer:

1. From the Test Canvas (or Survey Canvas) page, select *Quiz Bowl* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. Determine the number of acceptable interrogative words. Remove any unwanted interrogatives.
4. Determine the number of acceptable phrases and enter text for the phrase(s).
5. Click **Submit**.

Here is a simple example:

Quiz Bowl: This person was appointed to head the...

Question
This person was appointed to head the new Continental Army because of his aristocratic background and his Virginia background.
State your answer in the form of a question.
Who was _____

Canvas view

Interrogatives: Who

Answer Phrases: Who was George Washington?
Who was Washington?

True/False

To create a two-choice question:

1. From the Test Canvas (or Survey Canvas) page, select *True/False* from the Create Question drop-down menu.
2. Enter the question text and assign a point value.
3. Select if the *Correct Answer* is true or false.
4. Click **Submit**.

Other Options from the Reuse Question Menu

The **Create Random Block** option allows you to choose a certain number of questions from a question "pool," then let Blackboard randomly select those questions based on the criteria you set. This is helpful, for example, if you have a set of 50 questions and want to randomly select 25 of those. This helps ensure each student receives a different version of the test.

The **Find from Pool or Test** option lets you select a pool (other existing test) from which to draw questions.

Upload Questions

The **Upload Questions** option lets you import questions from a carefully designed text file. Here's a sample:

Question type	Question text	Correct answer	Incorrect answer
MC	In the postwar South the economy was utterly devastated.	Correct	economic prosperity was enjoyed by both blacks and whites.
ESS	Briefly describe the outcome of the 1896 Plessy v. Ferguson case.	Incorrect	agriculture was damaged but Southern industry and transportation continued to flourish.
MC	The Freedmen's Bureau was a postwar welfare agency for former slaves.	Correct	distributed thousands of acres of land to former slaves.
FIB	That the Southern states were "conquered provinces" and therefore at the mercy of Congress for readmission to the Union was the view of Congressional Republicans.	Incorrect	advised former slaves to avoid signing labor contracts with their former masters.
MC	The 1867 Military Reconstruction Act was	Incorrect	Lincoln's attempt at keeping the border states from seceding from the Union.
TF	The Fourteenth Amendment guaranteed citizenship to freed slaves.	Correct	Johnson's attempt to force Southern states to repeal the 14th Amendment.
MC	Congress' impeachment of President Johnson and attempt to remove him from office were directly due to his	Incorrect	pardoning of wealthy white southerners.
ORD	Place the following in the correct chronological order.	Correct	dismissal of Secretary of War Stanton in 1867.
MC	The Fifteenth Amendment guaranteed citizenship to freed slaves.	Incorrect	land for former slaves.
MC	The Freedmen's Bureau was a postwar welfare agency for former slaves.	Correct	freedom to slaves.
MC	The Freedmen's Bureau was a postwar welfare agency for former slaves.	Correct	freed male slaves the right to vote.
ORD	Place the following in the correct chronological order.	Correct	General Lee surrendered to General Grant at Appomattox. President Lincoln assassinated at Ford's Theater. Military Reconstruction Act is passed. Andrew Johnson is impeached in Congress.



The Respondus program (free to faculty) provides a better method for importing questions. Contact your campus Blackboard administrator or trainer for more information about Respondus.