

Import Test Builder Files to Blackboard Learn

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Export Test from Test Builder

1. After the questions has been selected for a test in Test Builder, choose the export option on the Settings page: **D2L/Blackboard/Canvas (Classic Quiz Only)/Moodle**.
2. Click the “Submit” button.

The screenshot shows the 'Settings' page for a test titled 'Chapter 3 Practice Quiz'. The page has a blue header with the McGraw Hill Education logo. Below the header, there is a navigation bar with two tabs: 'Content' (tab 1) and 'Settings' (tab 2). The 'Settings' tab is active. Under the 'Test Preferences' section, there is an 'Export As:' dropdown menu. The selected option is 'D2L/Blackboard/Canvas (Classic Quiz Only)/Moodle', which is highlighted with a red box. Below this option, there is a note: 'Use Blackboard Ultra or D2L as the content type for importing "Classic Quizzes" into Canvas'. Other options in the dropdown are 'Canvas QTI (New Quiz Only)' and 'DOCX'. At the bottom of the page, there are three buttons: 'Cancel', 'Save and Exit', and 'Submit'. The 'Submit' button is highlighted with a red box.

- Acknowledge the “Confirmation” modal by clicking “Ok”. **Note:** You can select to get an email notification once the files is available.

Confirmation

Your request has been submitted.

Be sure to click on the refresh icon on the upper right corner of the page to update the availability of your file(s).

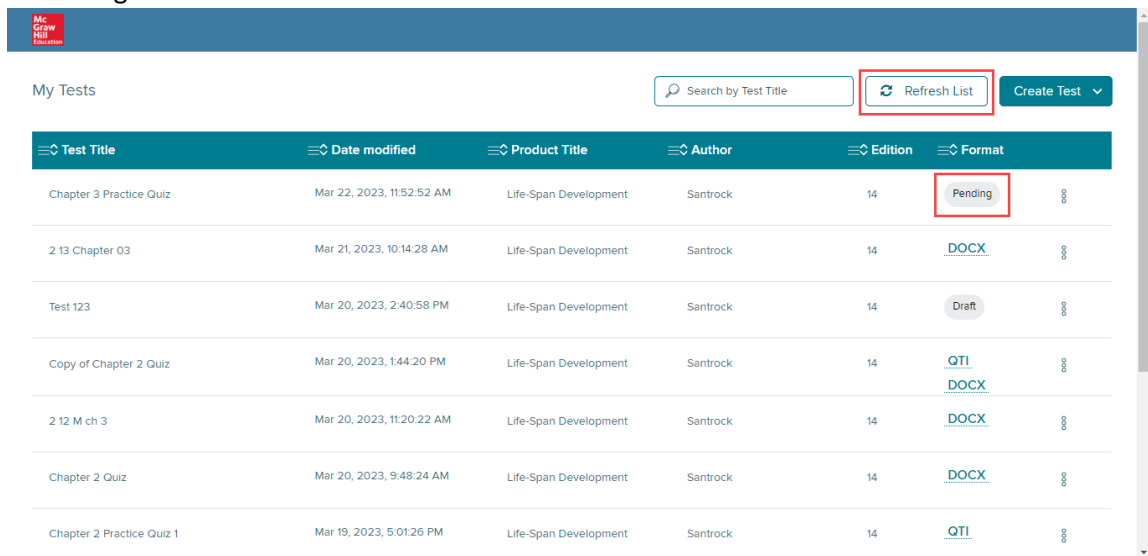
Review

Send an email when test becomes available.

Email:

OK

- You will be returned to the “My Tests page” with a “Pending” status in the Format column. You can click on the “Refresh List” button on the upper right corner to refresh the page to see if the file is available. It may take a few minutes for the file to finish processing. **Note:** If you click refresh on your browser and receive an error, you can close the browser tab and re-access Test Builder again from Connect.



Test Title	Date modified	Product Title	Author	Edition	Format
Chapter 3 Practice Quiz	Mar 22, 2023, 11:52:52 AM	Life-Span Development	Sanrock	14	Pending
2 13 Chapter 03	Mar 21, 2023, 10:14:28 AM	Life-Span Development	Sanrock	14	DOCX
Test 123	Mar 20, 2023, 2:40:58 PM	Life-Span Development	Sanrock	14	Draft
Copy of Chapter 2 Quiz	Mar 20, 2023, 1:44:20 PM	Life-Span Development	Sanrock	14	QTI DOCX
2 12 M ch 3	Mar 20, 2023, 11:20:22 AM	Life-Span Development	Sanrock	14	DOCX
Chapter 2 Quiz	Mar 20, 2023, 9:48:24 AM	Life-Span Development	Sanrock	14	DOCX
Chapter 2 Practice Quiz 1	Mar 19, 2023, 5:01:26 PM	Life-Span Development	Sanrock	14	QTI

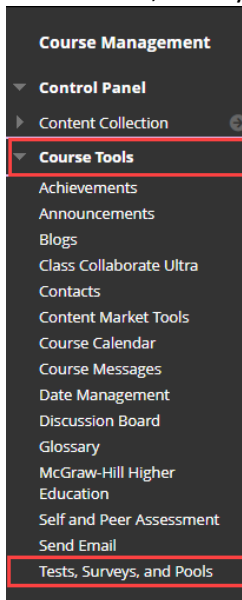
- When the file is available to be downloaded, the “pending” indicator will change to a link labeled QTI. Click the QTI link to download the ZIP file to your local machine.

Import Test Builder QTI file into Blackboard

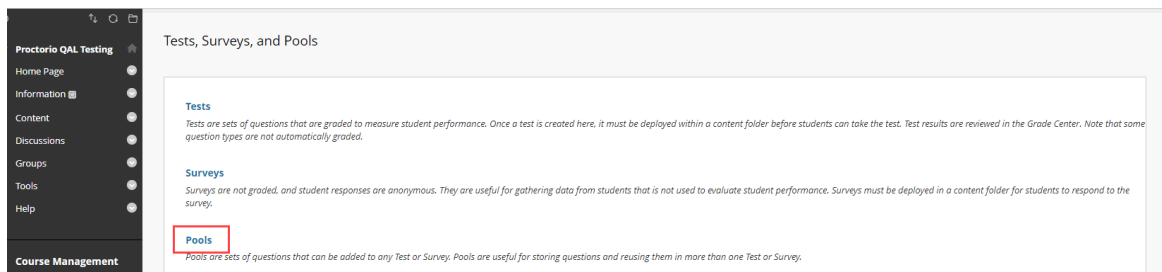
Once you have downloaded the QTI zip file, do the following to import your test into Blackboard:

- Log into your Blackboard account.

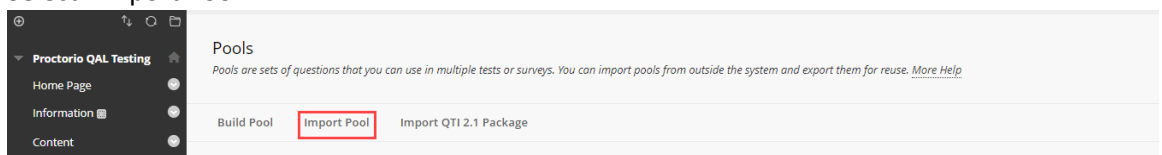
2. Select the course you want this test added.
3. Select “Tests, Surveys, and Pools” from the Course Tools menu.



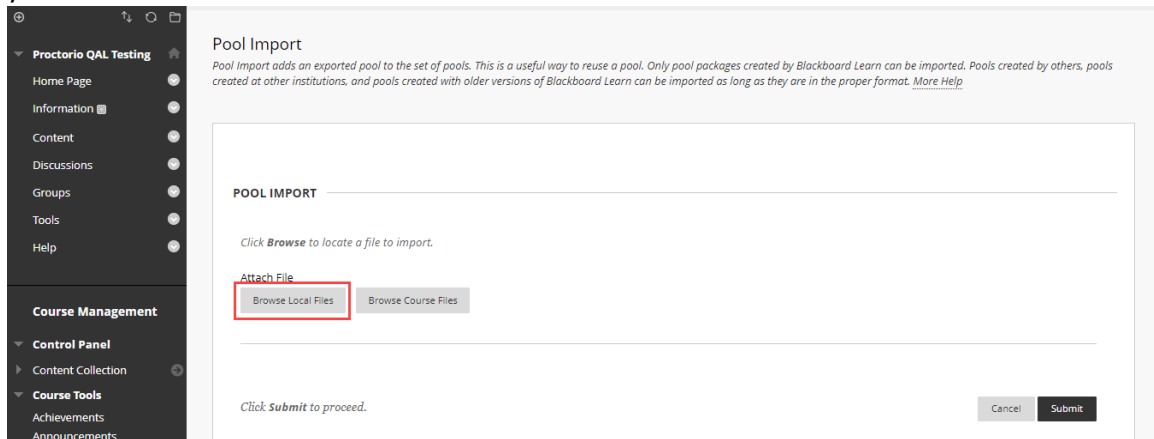
4. Select “Pools”



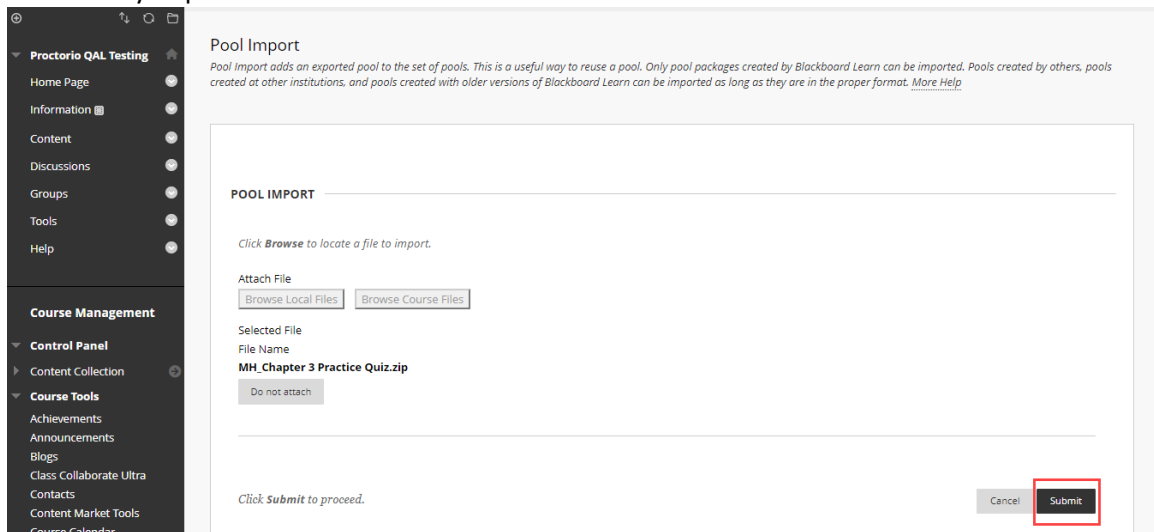
5. Select “Import Pool”



6. Click the “Browse Local Files” button to locate the Test Builder zip file that contains your test on your local machine.



7. Once you have located your file, click “Submit” to upload the file to Blackboard. You will see a confirmation message that the import job is processing follow by rather or not the file was successfully imported.

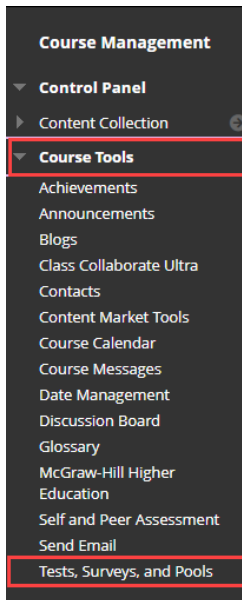


8. Repeat these steps 3-7 for each Test Builder zip file.

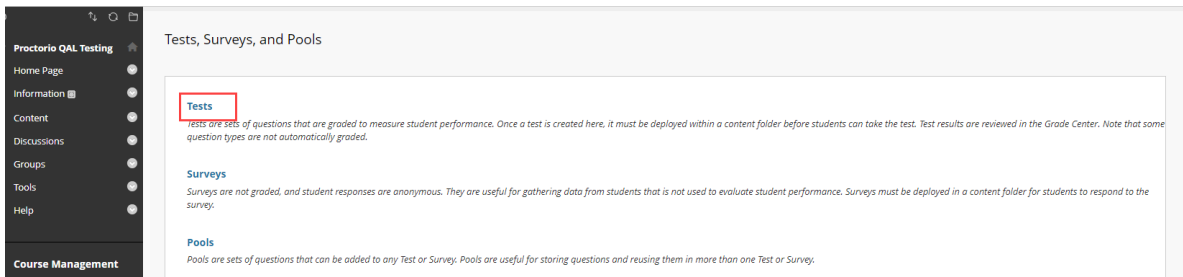
Test Creation in Blackboard

To create a Blackboard test with your imported file, do the following:

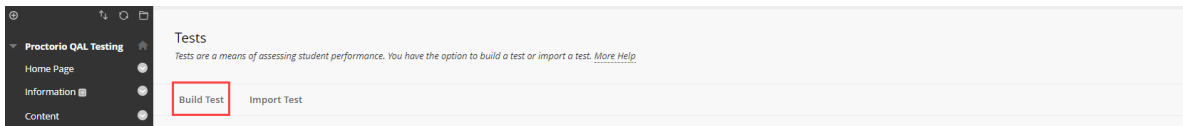
1. Select “Tests, Surveys, and Pools” from the Course Tools menu.



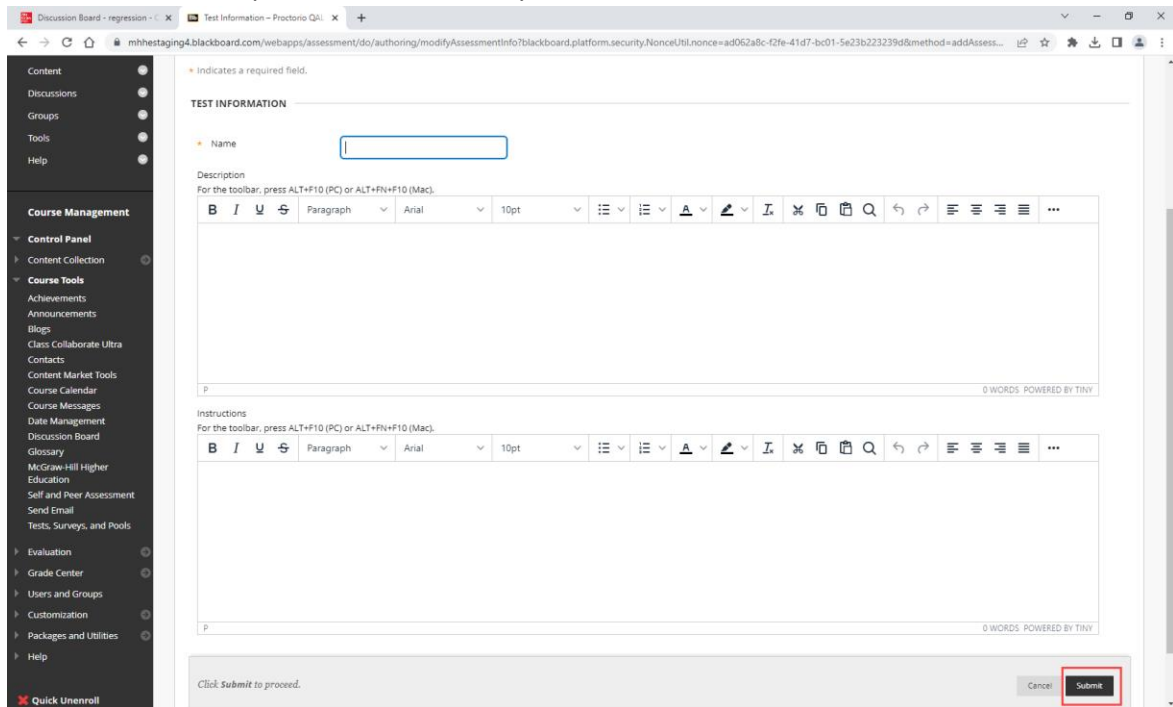
2. Select "Tests"



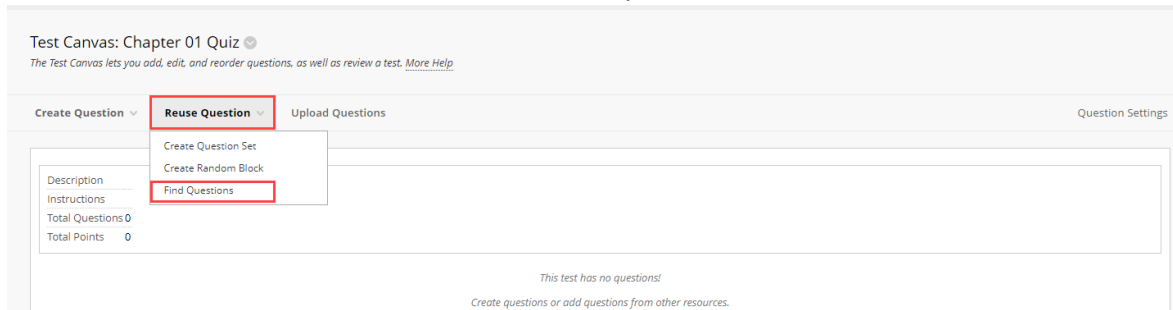
3. Select "Build Test"



4. Enter a name, description, instructions for your test then click “Submit”.

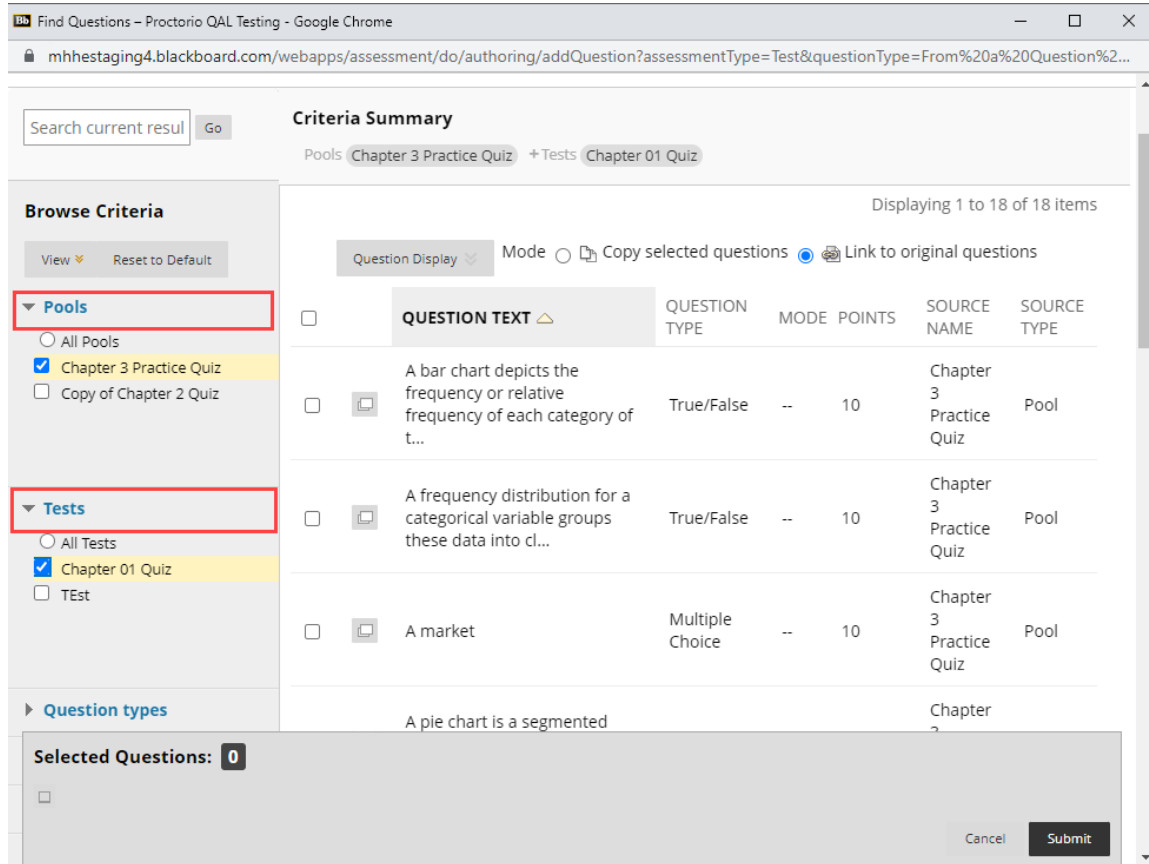


5. To find your questions from the Test Builder file that you have imported, click the “Reuse Question” and select “Find Questions” from the dropdown menu.



6. Find Questions will open in a new window. Under the “Browse Criteria”, select the test that you have imported from the Test Builder file under “Pools” and then the name of the test you have

created under “Tests” in Blackboard.



The screenshot shows the Blackboard Find Questions interface. On the left, there is a sidebar with 'Browse Criteria' containing 'Pools' and 'Tests' sections. The 'Tests' section is expanded, showing 'Chapter 01 Quiz' selected. The main area displays a table of questions with columns for 'QUESTION TEXT', 'QUESTION TYPE', 'MODE', 'POINTS', 'SOURCE NAME', and 'SOURCE TYPE'. Three questions are visible, each with a checkbox in the 'QUESTION TEXT' column. The 'Selected Questions' counter at the bottom shows 0.

QUESTION TEXT	QUESTION TYPE	MODE	POINTS	SOURCE NAME	SOURCE TYPE
<input type="checkbox"/> A bar chart depicts the frequency or relative frequency of each category of t...	True/False	--	10	Chapter 3 Practice Quiz	Pool
<input type="checkbox"/> A frequency distribution for a categorical variable groups these data into cl...	True/False	--	10	Chapter 3 Practice Quiz	Pool
<input type="checkbox"/> A market	Multiple Choice	--	10	Chapter 3 Practice Quiz	Pool

- Next, check each of the questions individually that you want added to your Blackboard test or click the checkbox next to the Question Text column header to select all the questions at once.

Then click the “Submit” button.

Criteria Summary

Pools: Chapter 3 Practice Quiz + Tests: Chapter 01 Quiz

Displaying 1 to 18 of 18 items

QUESTION TEXT	QUESTION TYPE	MODE	POINTS	SOURCE NAME	SOURCE TYPE
A bar chart depicts the frequency or relative frequency of each category of t...	True/False	Link	10	Chapter 3 Practice Quiz	Pool
A frequency distribution for a categorical variable groups these data into cl...	True/False	Link	10	Chapter 3 Practice Quiz	Pool
A market	Multiple Choice	Link	10	Chapter 3 Practice Quiz	Pool
A pie chart is a segmented				Chapter 3 Practice Quiz	Pool

Selected Questions: 18

Submit

8. Your selected questions will now be populated on the “Test Canvas” page. Update the point values as needed.

Test Canvas: Chapter 01 Quiz

The Test Canvas lets you add, edit, and reorder questions, as well as review a test. More Help

Create Question Reuse Question Upload Questions Question Settings

Description

Instructions

Total Questions 18

Total Points 180

Select: All None Select by Type: Question Type

Delete Points Update Hide Question Details

1. True/False: A bar chart depicts the frequency or ... Points: 10

Question: A bar chart depicts the frequency or relative frequency of each category of the categorical variable as a bar rising vertically from the horizontal axis. It is also acceptable for the bar to extend horizontally from the vertical axis.

Answer: True

Correct Feedback: A bar chart depicts the frequency or the relative frequency for each category as a series of horizontal or vertical bars.

Incorrect Feedback: A bar chart depicts the frequency or the relative frequency for each category as a series of horizontal or vertical bars.

2. True/False: A frequency distribution for a catego... Points: 10

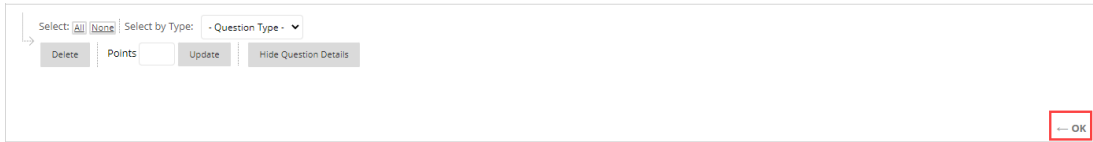
Question: A frequency distribution for a categorical variable groups these data into classes called intervals and records the total number of observations in each class.

Answer: True

Correct Feedback: A frequency distribution for a categorical variable groups these data into categories and records the number of observations that fall into each category, whereas numerical variables are grouped into classes called intervals.

Incorrect Feedback: A frequency distribution for a categorical variable groups these data into categories and records the number of observations that fall into each category, whereas numerical variables are grouped into classes called intervals.

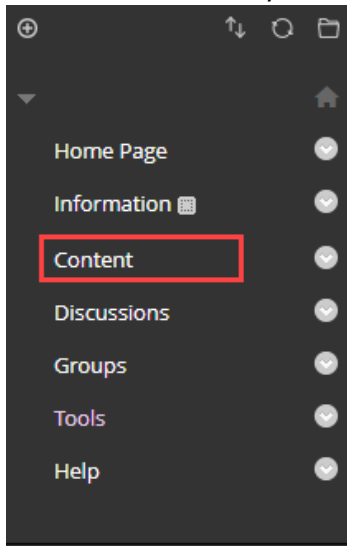
9. Click the “OK” button at the bottom of the page when you are done.



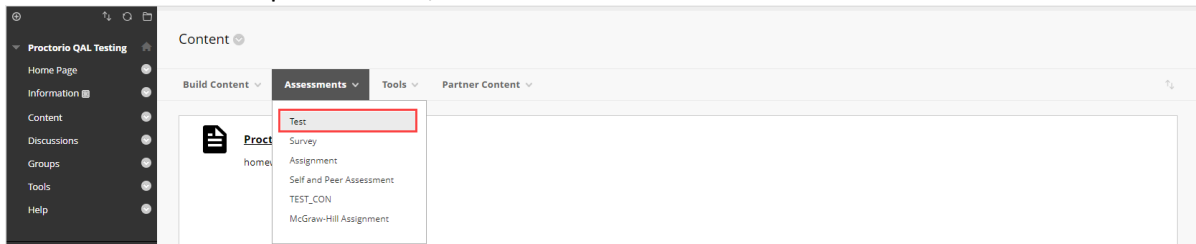
Add Test to Blackboard Content Area

To add the test to your Blackboard Content area, do the following:

1. Click on “Content” on your course home.



2. In the Assessment dropdown menu, select “Test”.



- In the Create Test page, select your test from the “Add an Existing Test” area then click the “Submit” button.

Create Test

After you create a test, the next step is to deploy it. First, you add the test to a content area, folder, learning module, or lesson plan. Then, you make the test available to students. [More Help](#)

ADD TEST

Create a new test or select an existing test to deploy.

Create a New Test

Add an Existing Test

- TEst
- Chapter 01 Quiz

*Click **Submit** to add this test. Click **Cancel** to quit.*

- In the Test Options page, select the options that you want to apply to your test then click the “Submit” button.

- › Evaluation
- › Grade Center
- › Users and Groups
- › Customization
- › Packages and Utilities
- › Help
- ✖ Quick Unenroll

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.

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 03/22/2023
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Display Until 03/22/2023
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Password
Require a password to access this test.

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

- Your test is now available in the Content area.