



How do I create or edit tests and surveys (an overview)?

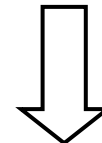
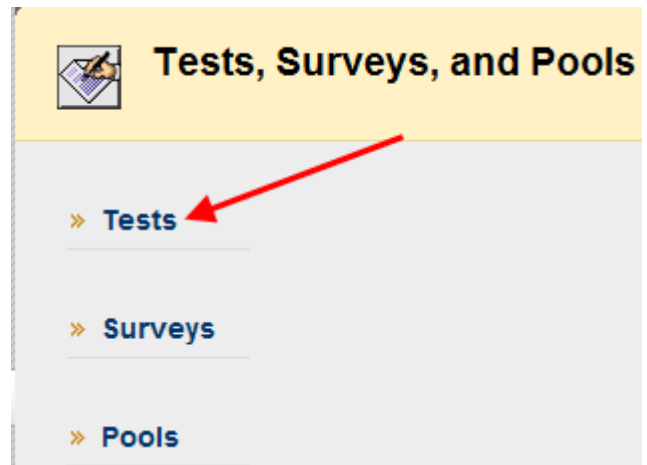
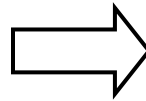
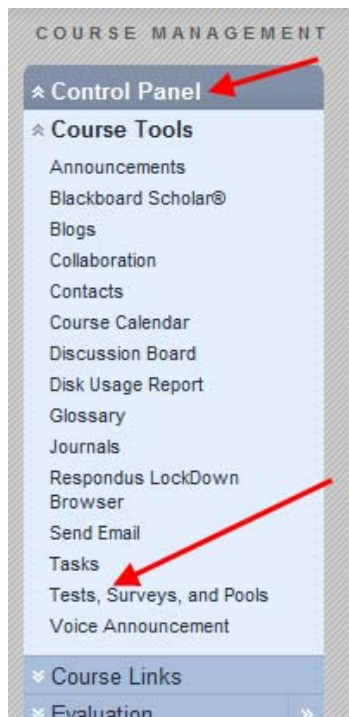
Tests & Surveys

Overview

The **Tests** page is used to create, edit, and remove tests.

Note: Surveys include many of the same features and functions as tests. Surveys are managed through the Survey Manager, which functions like the Test Manager.

1. Click **Tests, Surveys, and Pools** in the **Course Tools** area on the **Control Panel**.
2. Click **Tests**.



Tests

Tests lists all existing Tests. Tests can be created, imported, exported, edited or deleted from this page. [More Help](#)

Build Test **Import Test**

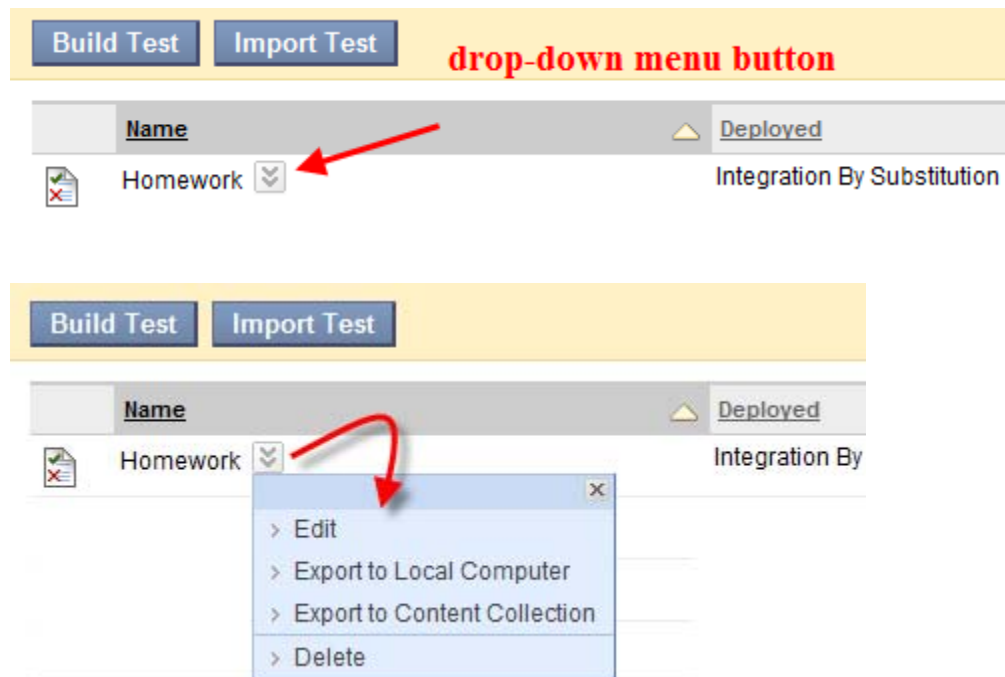
Name	Deployed	Date Last Edited
Homework	Integration By Substitution	August 11, 2009

Test Functions

- **Create (Build)** a Test - start a new test from scratch
- **Import** a Test - Tests may be imported from a local file or from the Blackboard Content Collection. Tests must be imported from files that were created in Blackboard and exported out.

Contextual Menu Options

Each Test has a Contextual Menu; the following options are available:



Warning: A warning will appear if any students are in the process of taking the test or have already taken the test when Edit is selected. Certain areas of the Test will not be available for modification if the Test has already been taken by students.