University of Rochester

Ultra Courses
Creating Graded Items

Eric Fredericksen, EdD

Associate Vice President for Online Learning
Professor in Educational Leadership

Lisa Brown, EdD

Assistant Director

University IT & URMC Institute for Innovative Education

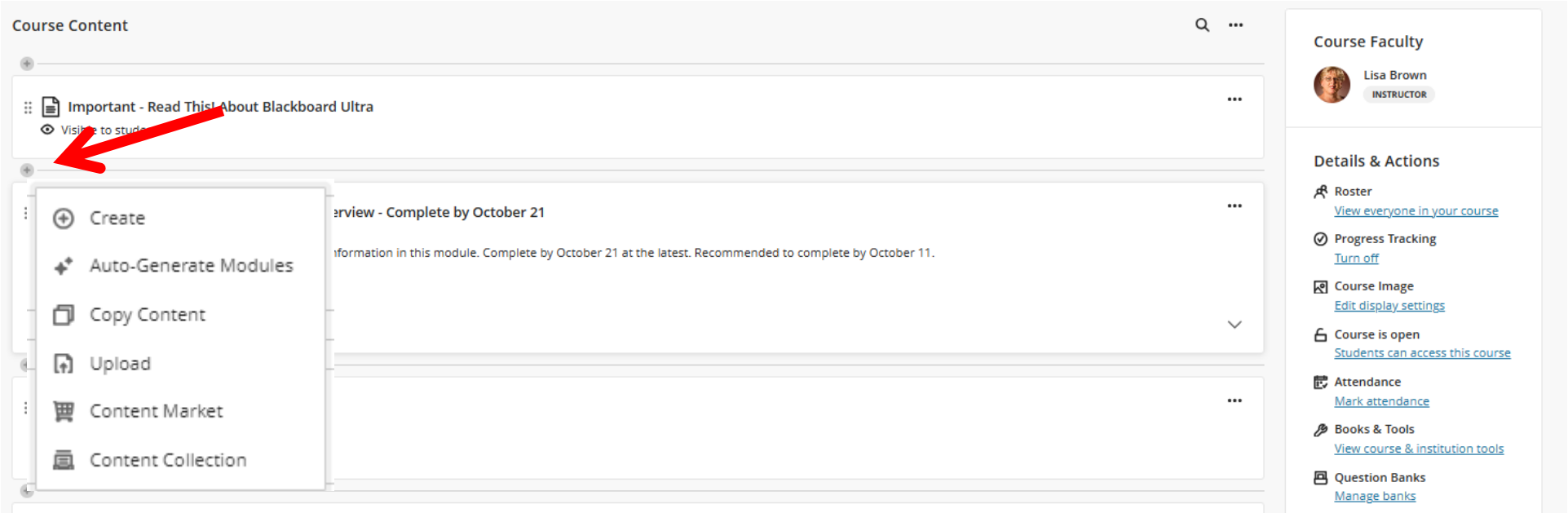
Workshop Learning Objectives
Participants will be able to…

- Create a Blackboard Discussion board
- Create a Blackboard Journal
- Create a Blackboard Assignment
- Create a Blackboard Test
- Create a Blackboard Form (Survey)

Workshop Learning Objectives
Participants will be able to…

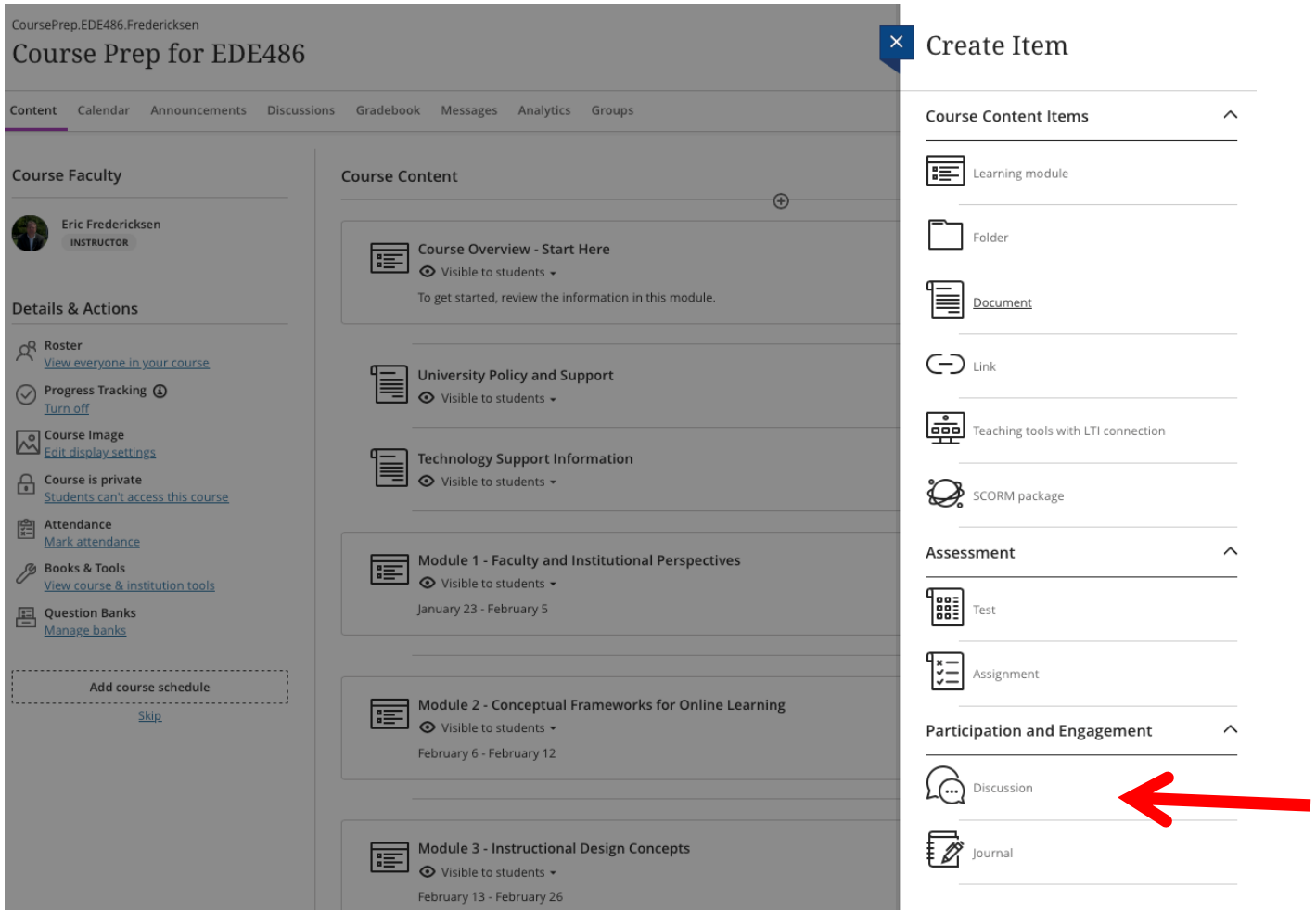
- Use AI Design Assistant Features in Blackboard Tools
- Create access to other integrated tools

Reminder - Create

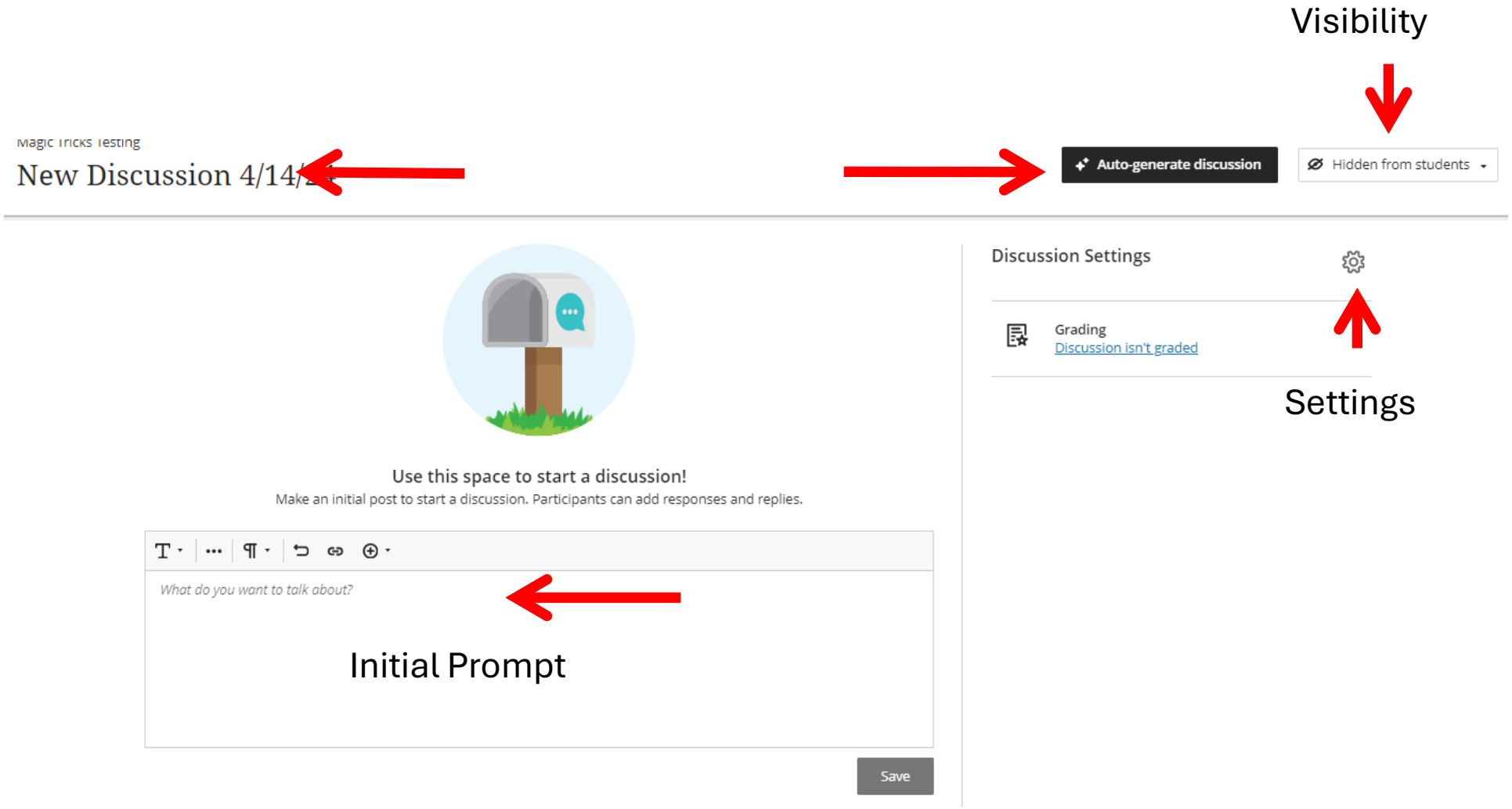


Create a Blackboard Discussion

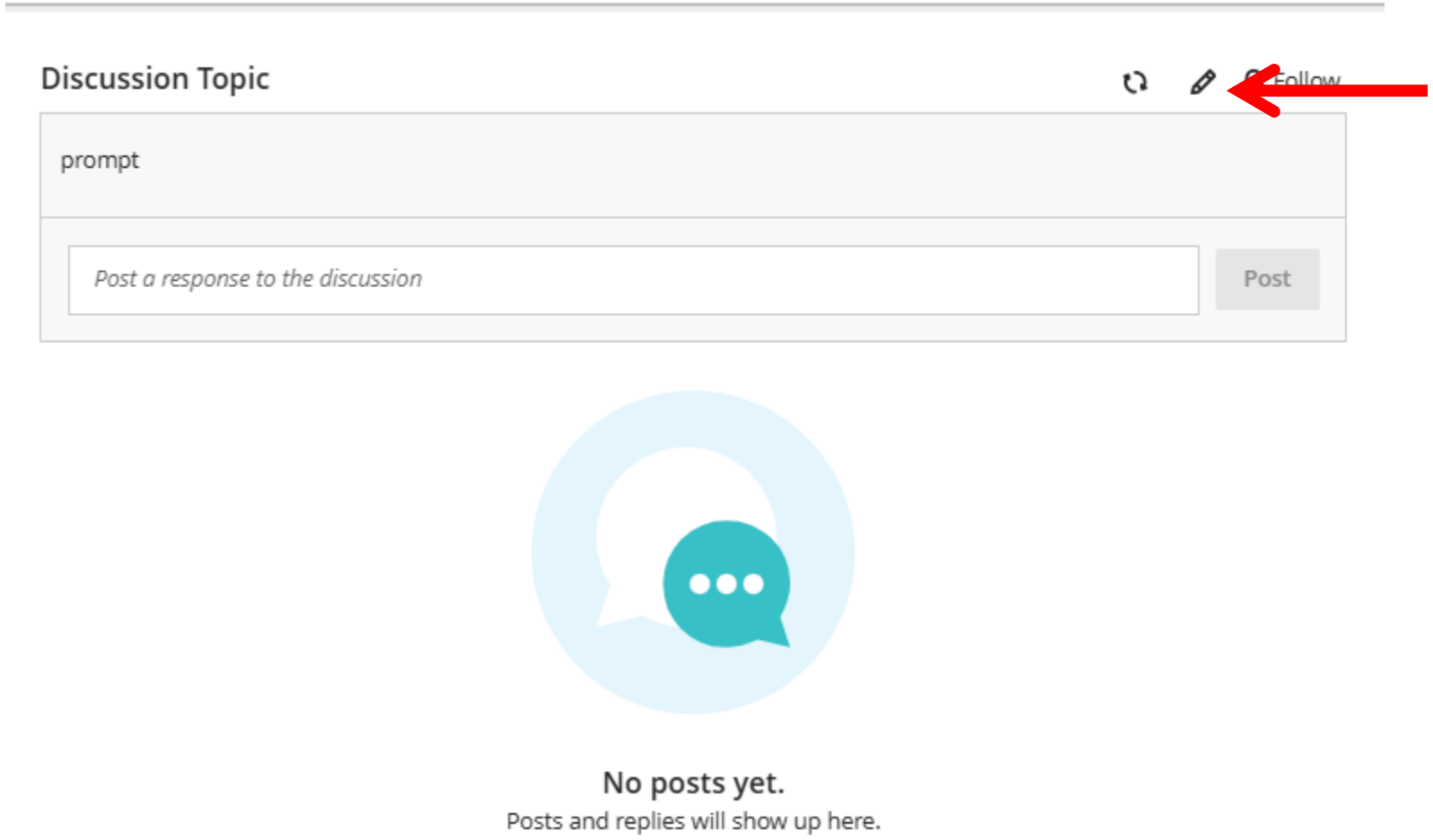
Create a Discussion



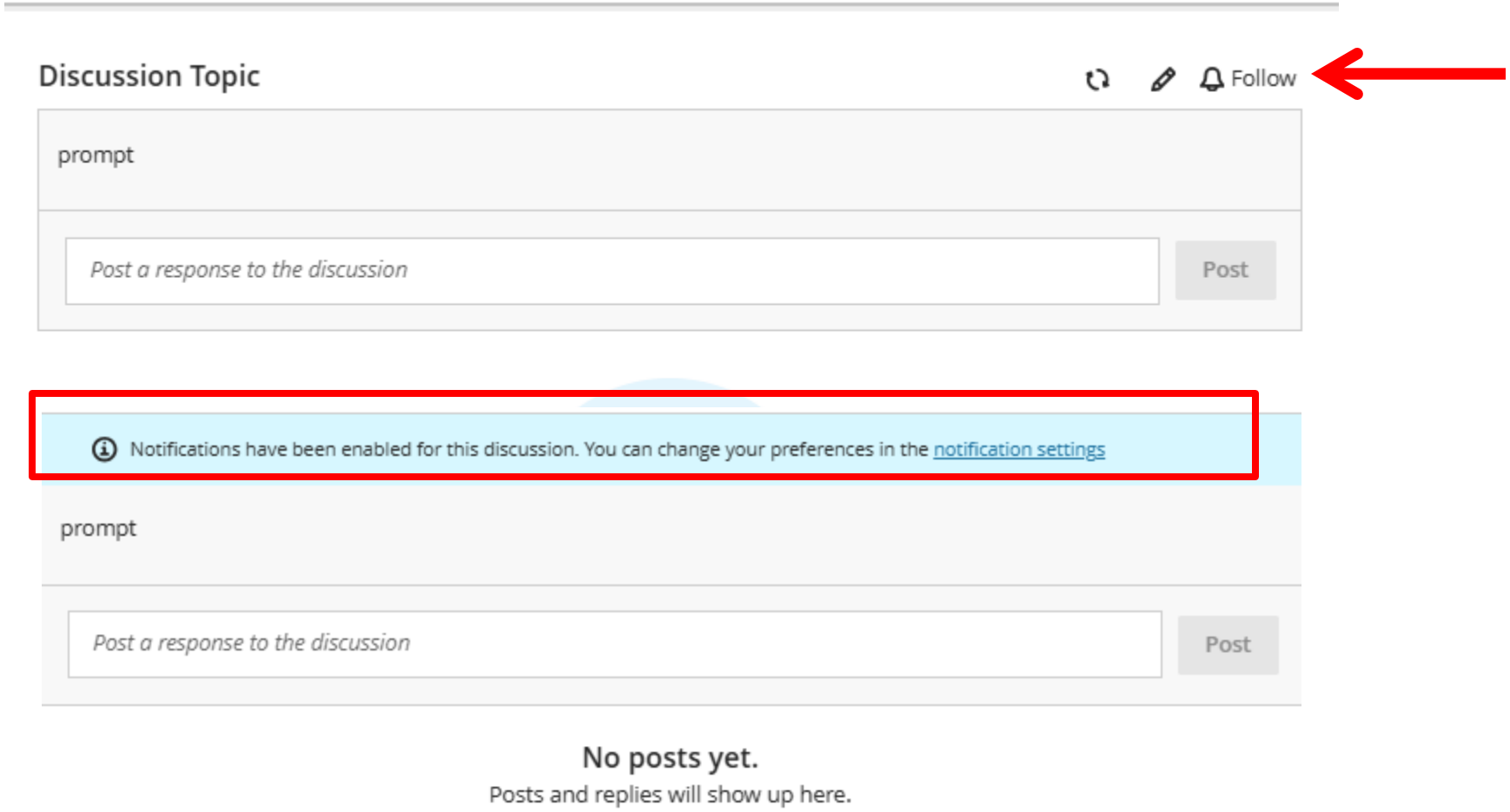
Setting up a Discussion Board



Edit Prompt

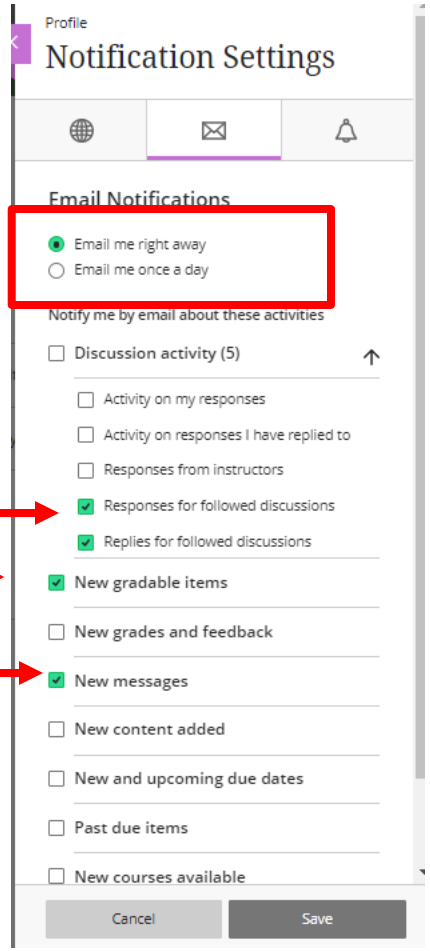

Discussion Topic
Follow
prompt
Post a response to the discussion
Post
No posts yet.
Posts and replies will show up here.

Follow Discussions



Recommended Email Notification Settings

Suggested



Discussion Settings

New Discussion 4/14/24

Discussion Settings

Details & Information

- [x] Display on Course Content page
- [ ] Post first
  Hide discussion activity until student responds
- [ ] Prevent editing
  Students cannot edit or delete published posts
- [ ] Allow anonymous responses and replies
  It is not possible to grade a discussion with anonymous posts
- [ ] Grade discussion
  This discussion counts for a grade

Uncheck to only make available on Discussion menu

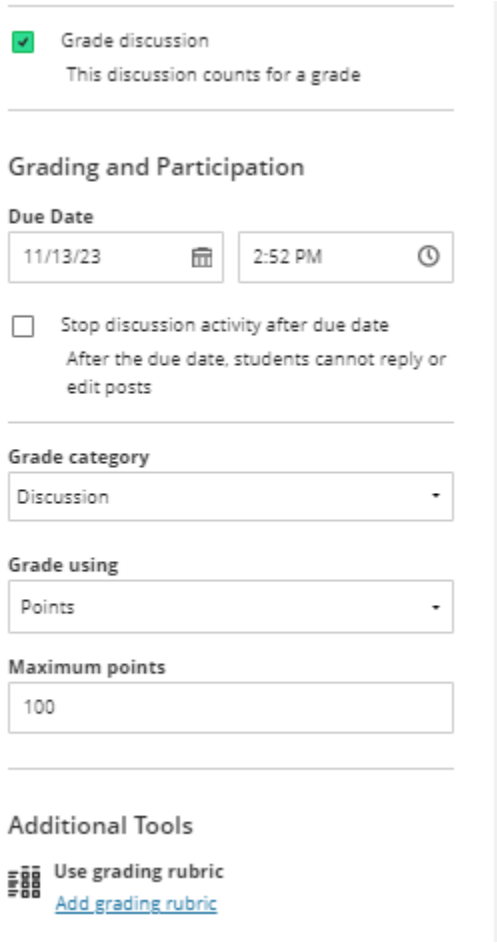
Check to make this “post first” required

Check to prevent students from editing or deleting

Check to allow anonymous posts and replies

Check to make this graded and open new options

Grading Settings for Discussion



Add due date

Freeze discussion after due date

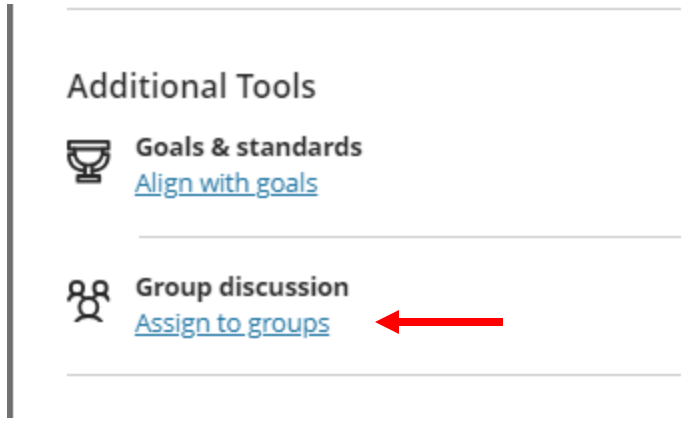
Gradebook category

Display as

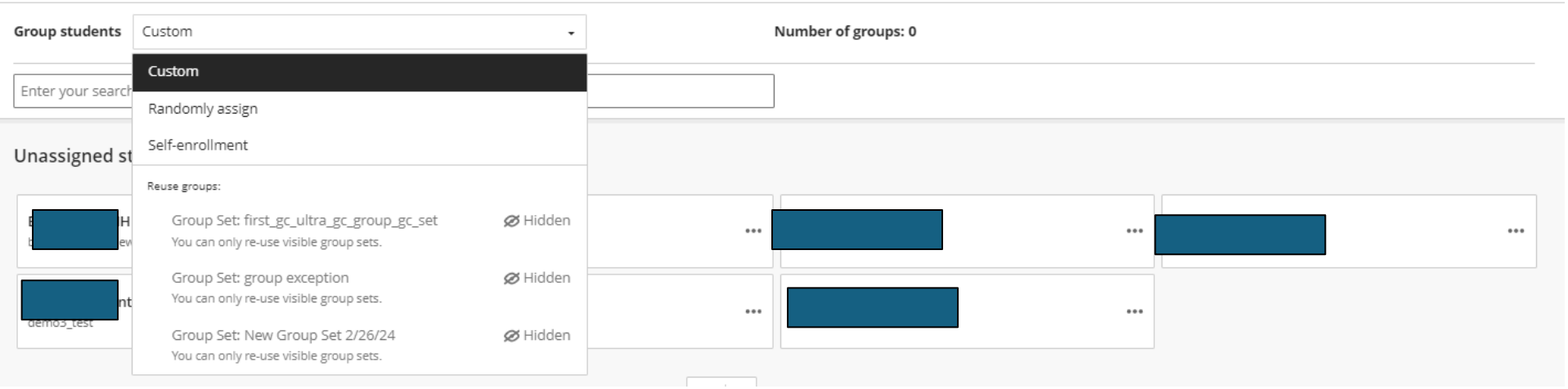
Points in Gradebook

Assign Rubric

Groups in Discussion Boards

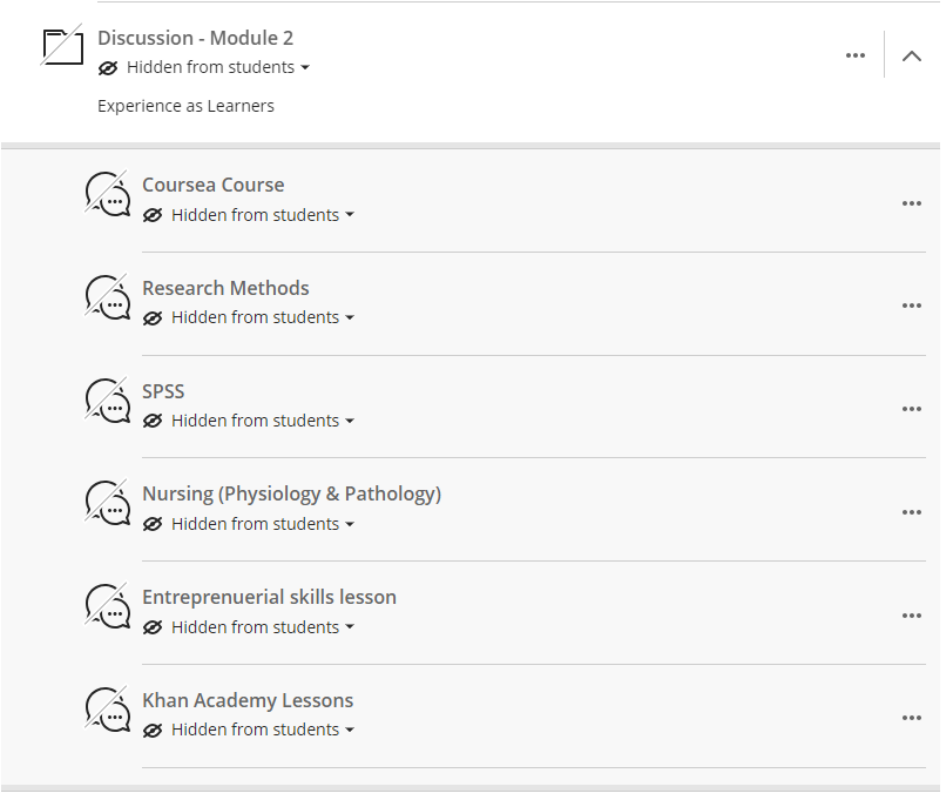


Assign to visible groups



What’s Different

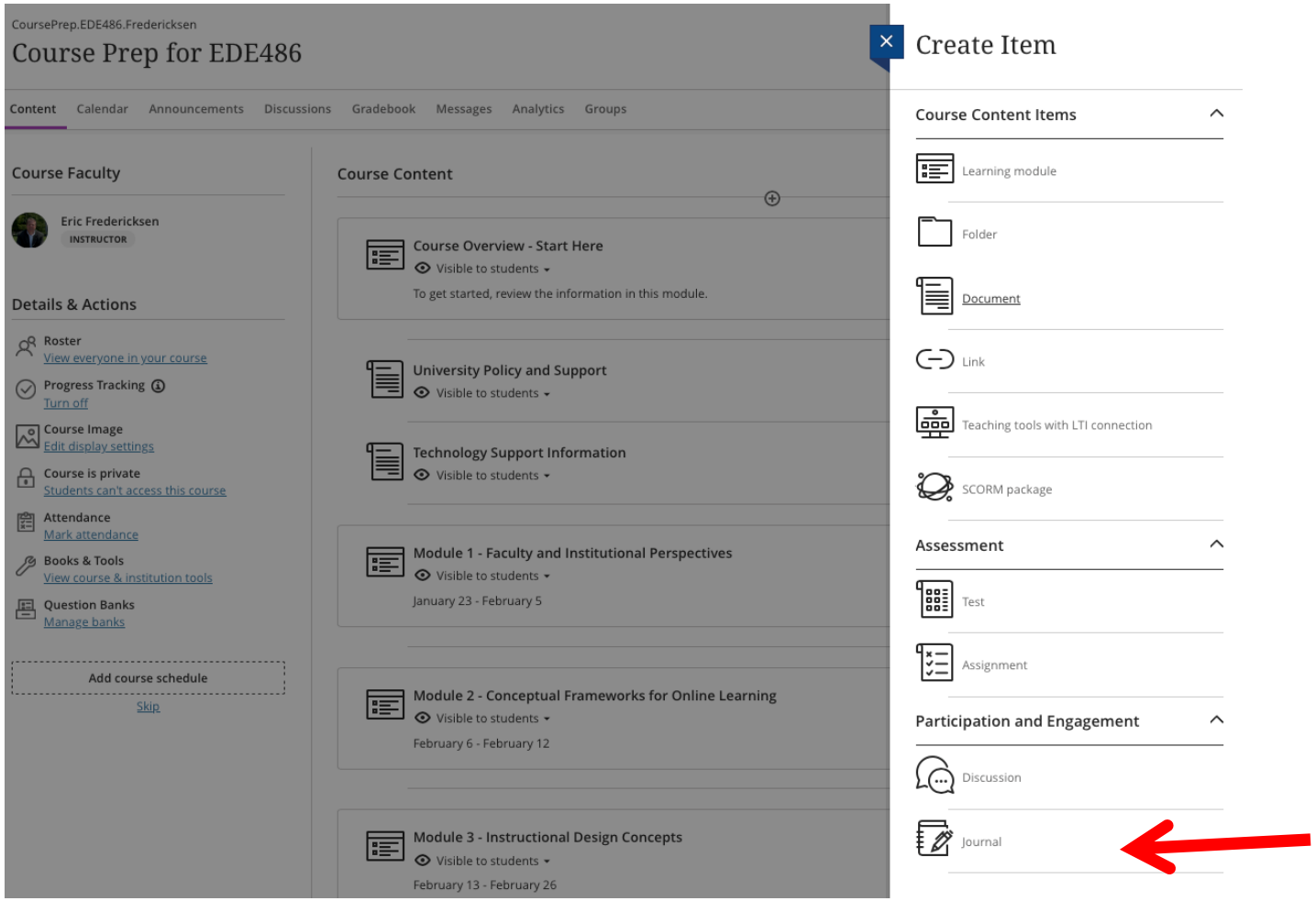
- A discussion board has just ONE thread or forum
- Can only create ONE link to a Discussion board
  - But Discussions are available on the top menu
- Subscribe to a discussion -> Follow



If you copied a discussion forum over that had multiple forums
You will see multiple boards within a folder now

How to Create a Blackboard Journal

Create a Journal



Setting up a Journal

Visibility

Name

AI Design

Magic Tricks Testing

New Journal 4/14/24

Auto-Generate Journal

Hidden from students

Journal | Participation

Journal Settings

Grading
Journal isn't graded

Settings

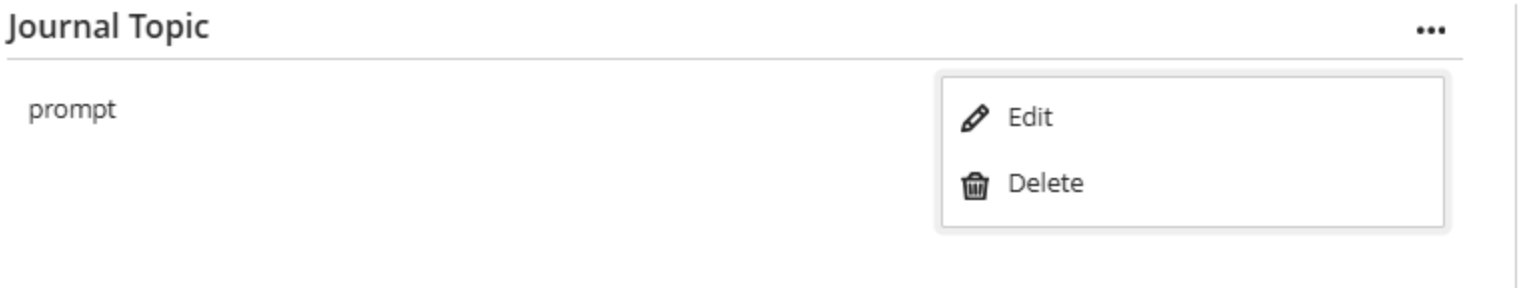
Journals are a personal space for students to communicate privately with you.
Create a prompt to get students started with their journal entries.

What do you want students to focus on?

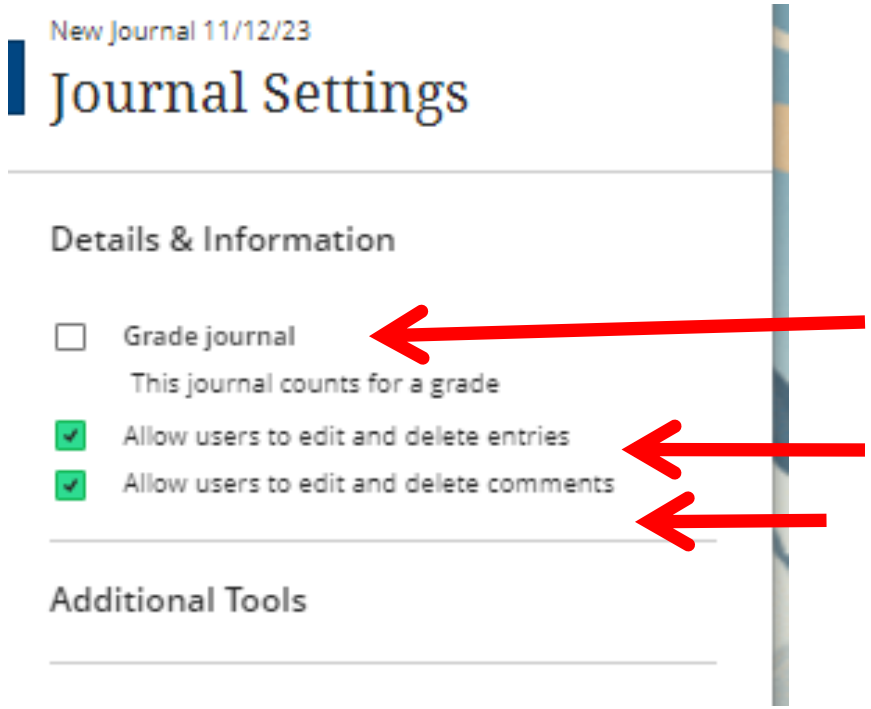
Initial Prompt

Save

Edit Prompt



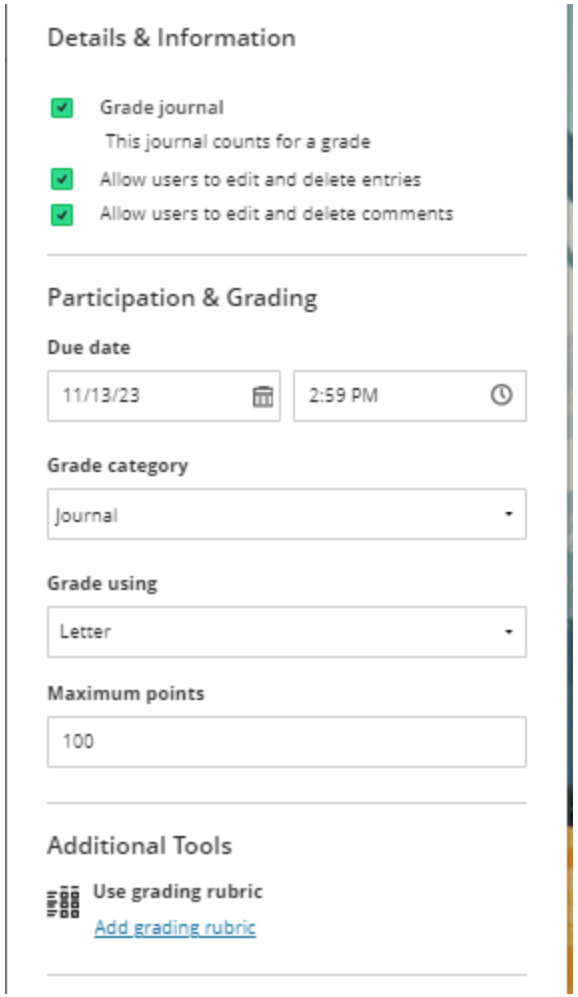
Journal Settings



Check to make this graded and open new options

Uncheck to prevent students from editing or deleting

Grading Settings for Journal



Add due date

Gradebook category

Display as

Points in Gradebook

Assign Rubric

What’s Different

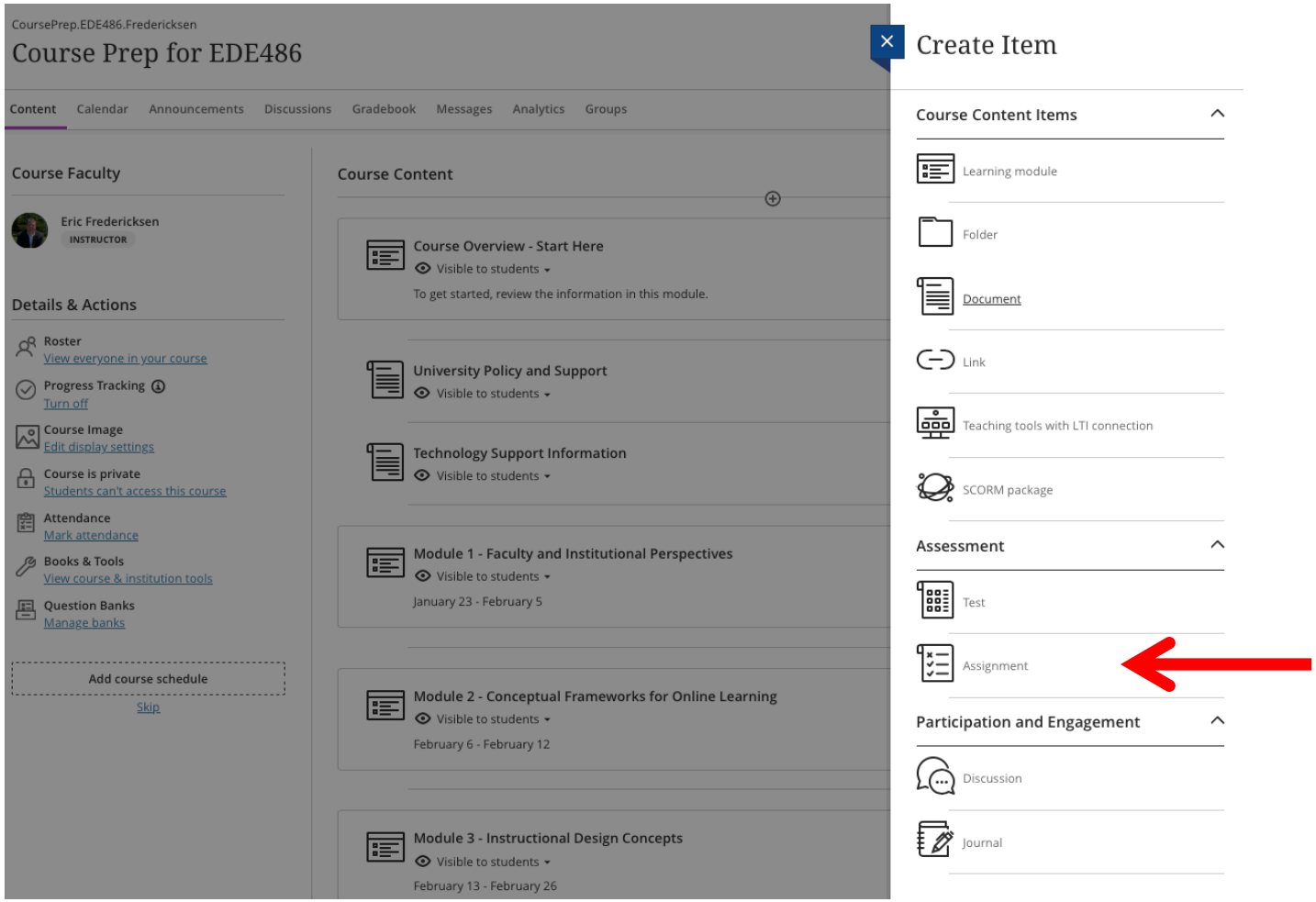
- Can only create ONE link to a Journal tool
- If you want a running journal, need to create the first one somewhere
- Can create Course Link to the Journal within other modules (note students will be taken to that space)

How to Create a Blackboard Assignment

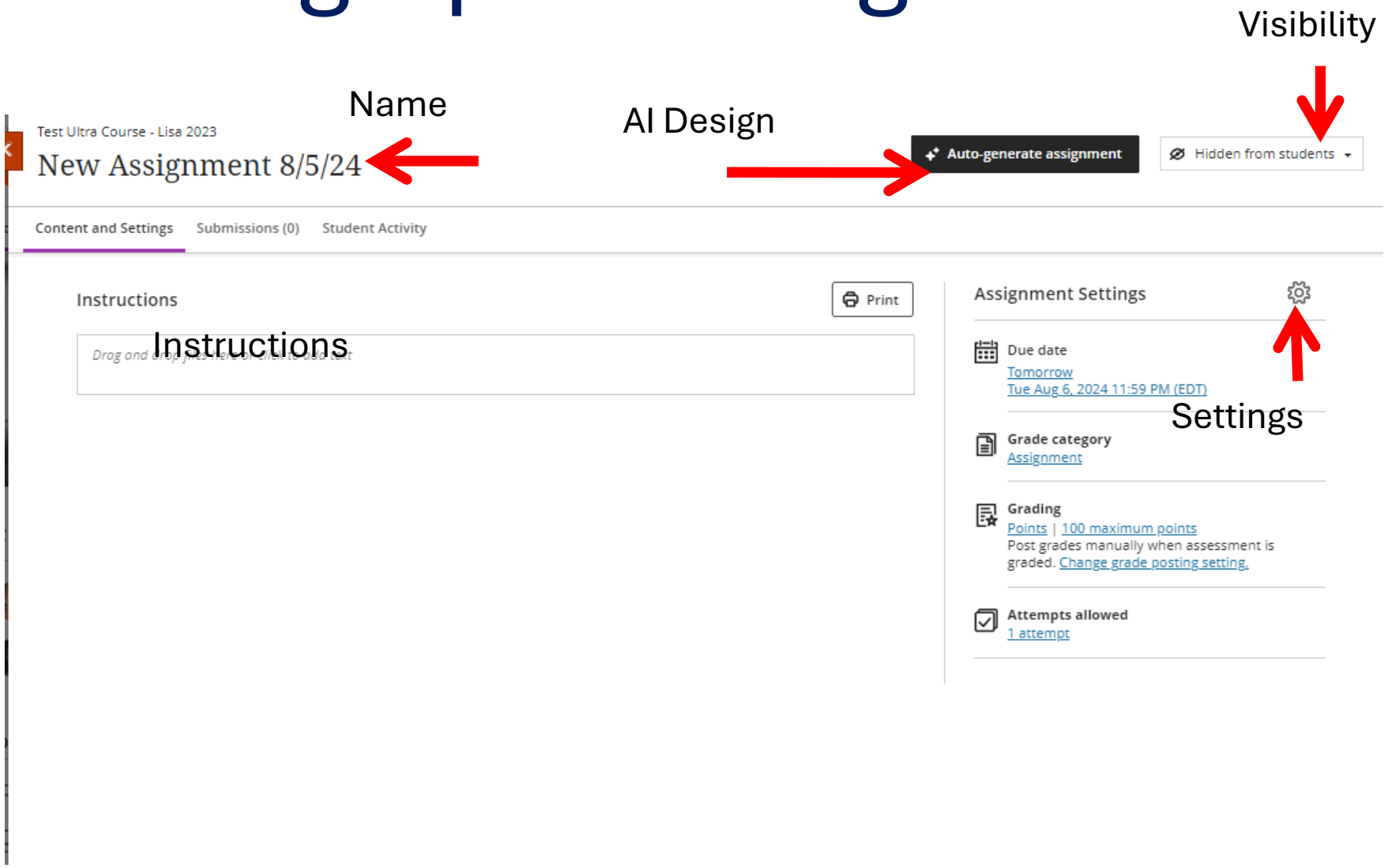
Important

- Once a student opens an Assignment or Test item, you are unable to make changes to that item.
- Keep Hidden from Students until ready to have students see this!

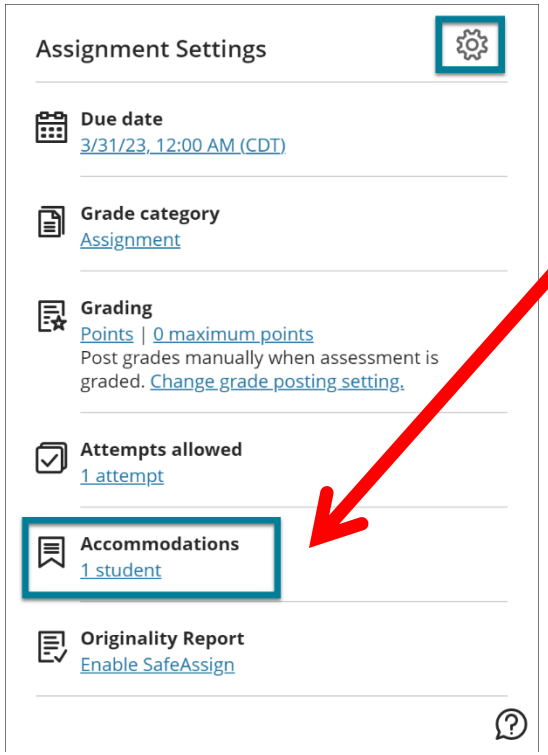
Create an Assignment



Setting Up an Assignment



Accommodations



IF any students have been indicated with Accommodations, it will display here.

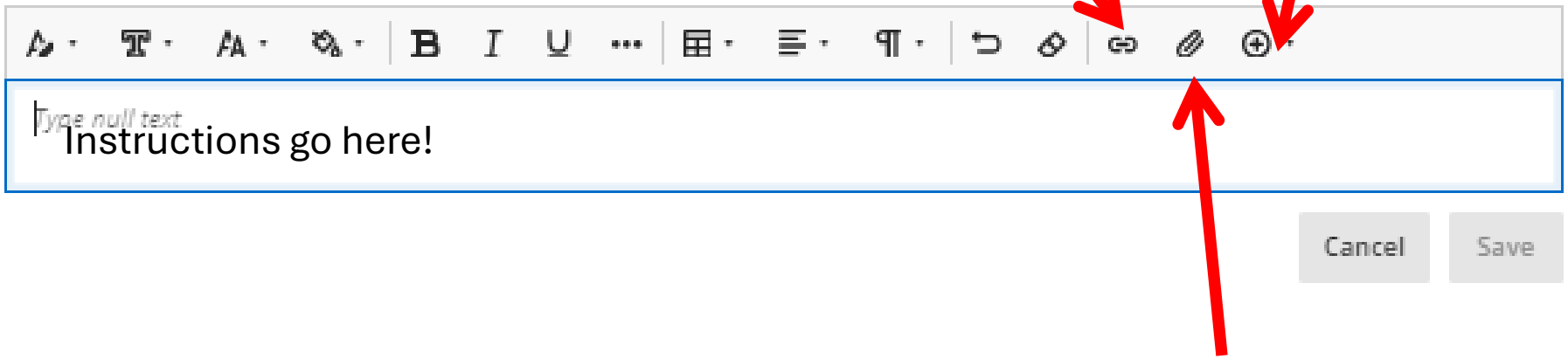
Accommodations are set in your course (not at each test/assignment) on the Roster page.

Covered in Workshop #3

Add Text Instructions to Assignment

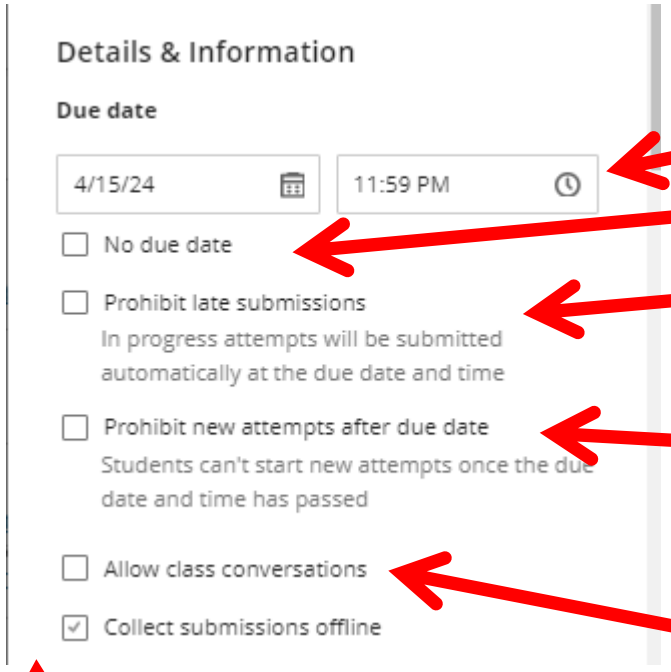
Add Media

Add Links



Add File Attachments

Assignment Settings
Details & Information



Due Date

Check for NO Due Date

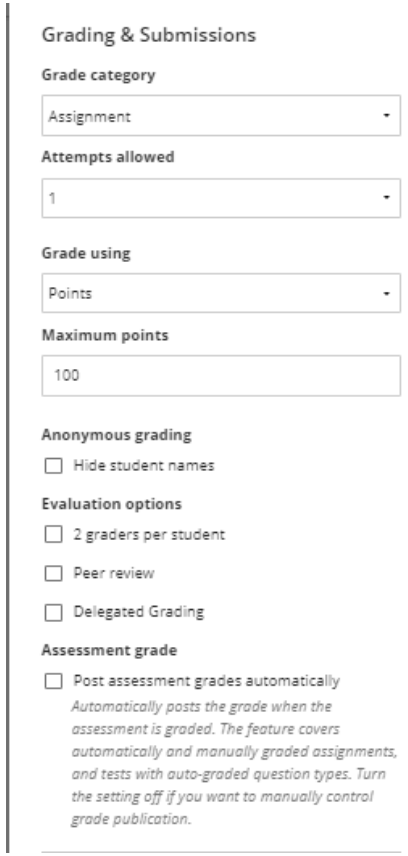
Check to not allow late.
In progress will Auto-submit

Check to keep students from starting after the due date

Create a discussion board associated with this assignment

Manual Column that has Due Date and allows Rubric grading

Assignment Settings
Grading & Submissions



Gradebook category

Attempts Allowed (can be changed)

Display as

Points in Gradebook

Grading and Review Options

Grade Posting Options

About Grade Posting

If this is NOT checked, students will not see grades until you POST them

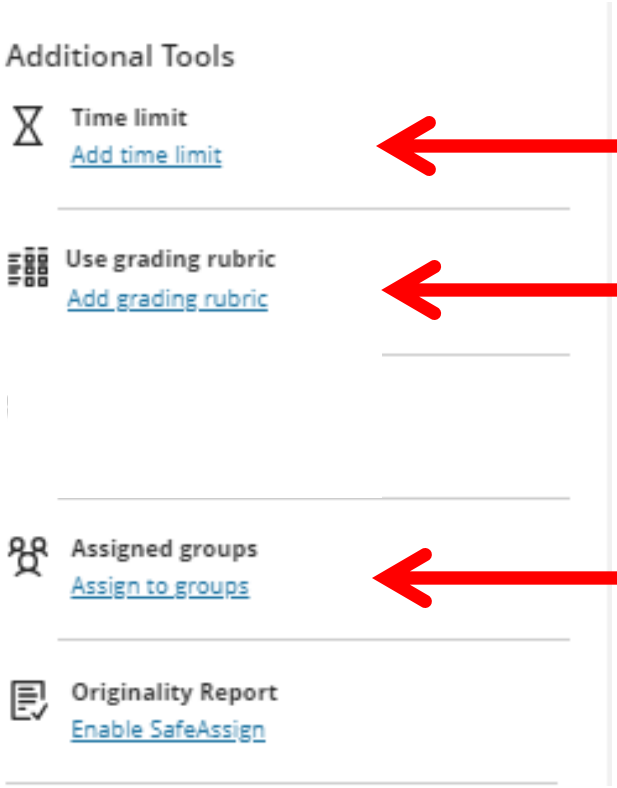
More in Next Workshop!

Assessment grade

☑ Post assessment grades automatically

Automatically posts the grade when the assessment is graded. The feature covers automatically and manually graded assignments, and tests with auto-graded question types. Turn the setting off if you want to manually control grade publication.

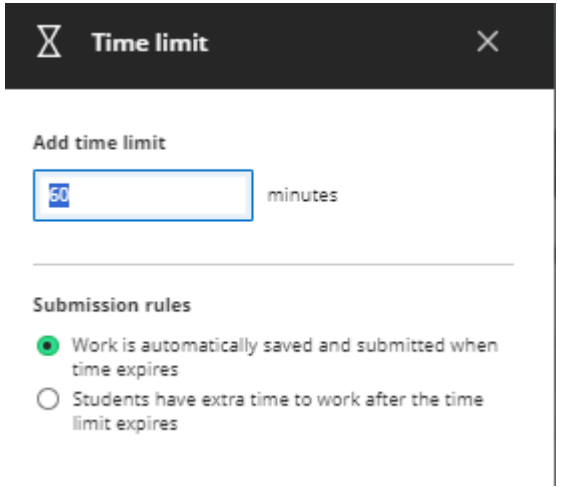
Assignment Settings
Additional Tools



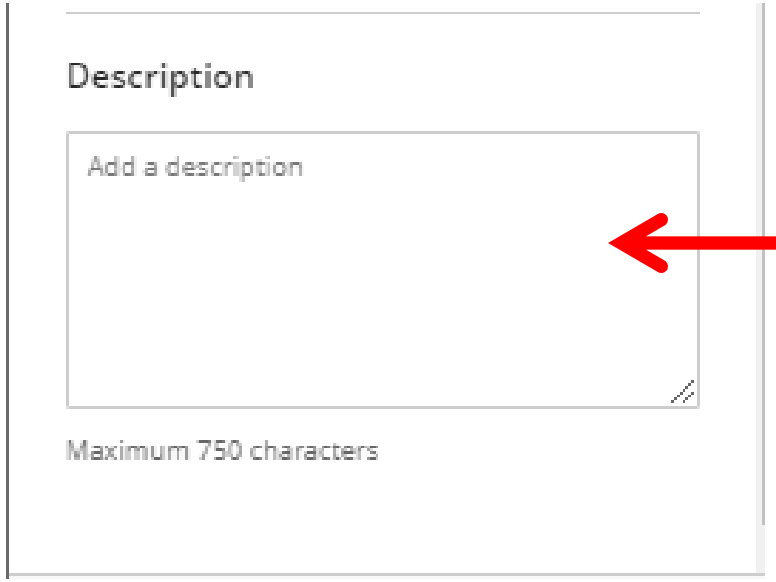
New: Time Limit

Grading Rubric

For Group Assignment



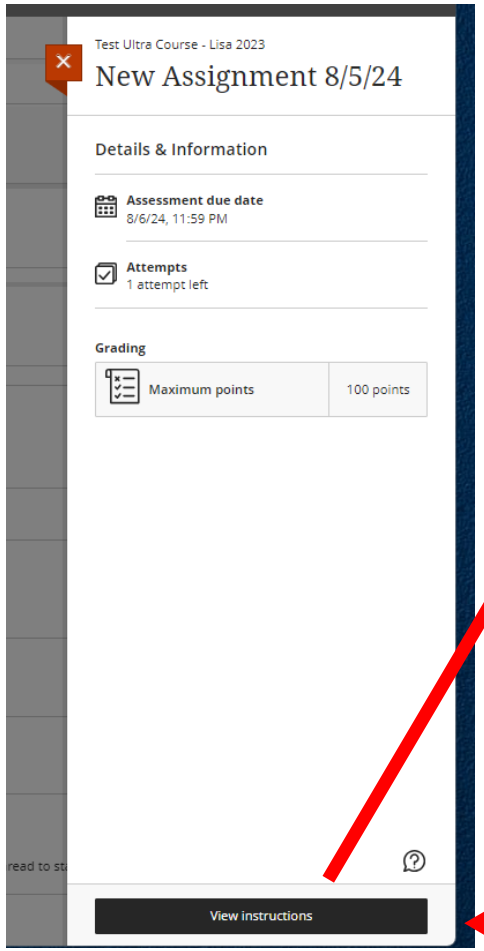
Assignment Settings Description

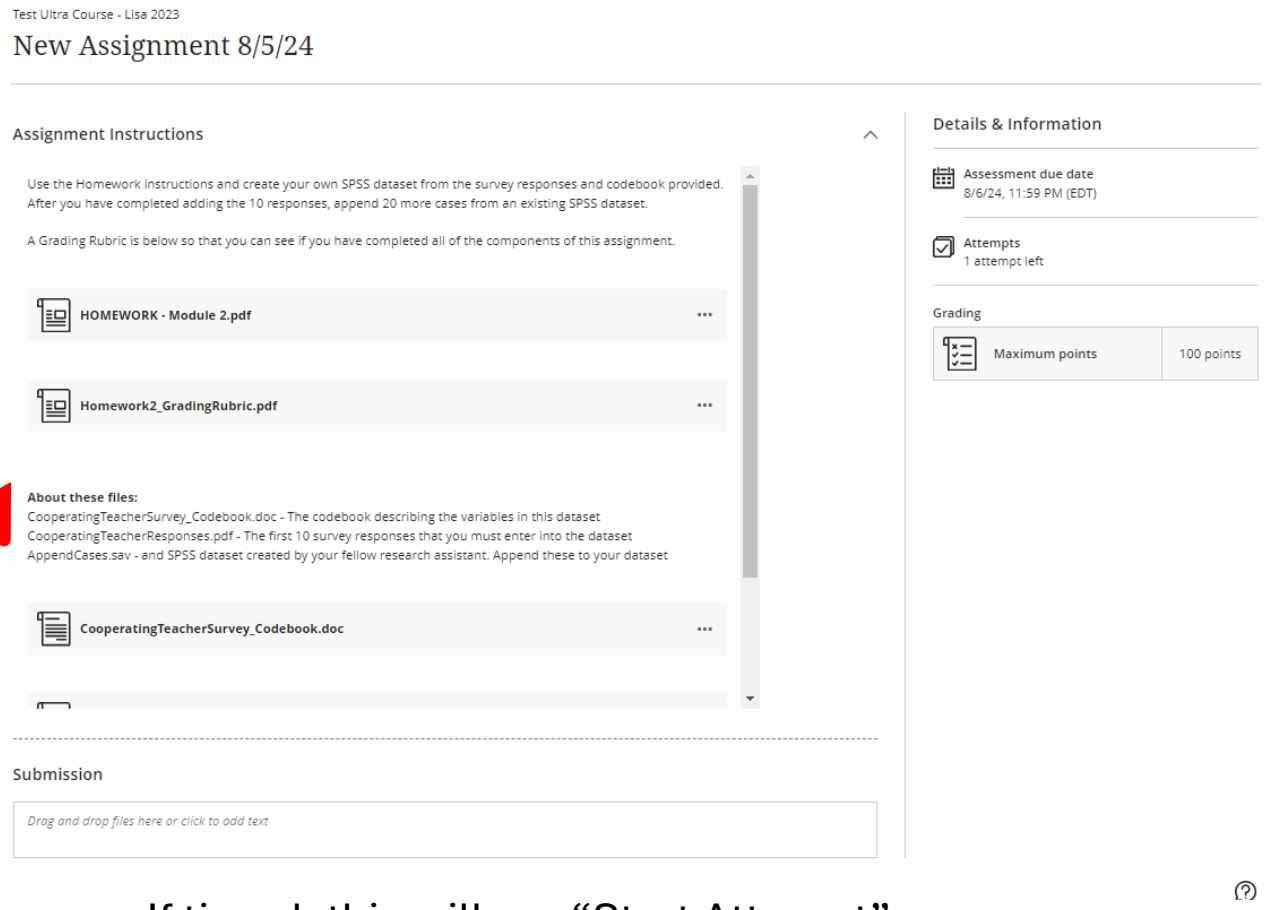


Text that will appear on content page

750 chars
No formatting

Student View of Assignment





If timed, this will say “Start Attempt”

AI Design Assistant
Discussion, Journal, Test

Auto-Generate Prompts

Auto-Generate Assignment

Define the assignment

Description

Enter a description or set of keywords...

Select course items

Selected course items will be used to help improve suggestions.

Desired cognitive level

Inspire me!

Complexity

Low High

Generate assignment title

Generate

Auto-Generate Journal

Define the journal

Description

Enter a description or set of keywords...

Select course items

Selected course items will be used to help improve suggestions.

Desired cognitive level

Inspire me!

Complexity

Low High

Generate journal title

Generate

Auto-Generate Discussion

Magic Tricks Testing

Define the discussion

Description

Enter a description or set of keywords...

Select course items

Selected course items will be used to help improve suggestions.

Desired cognitive level

Inspire me!

Complexity

Low High

Generate discussion title

Generate

This is auto-generated content and needs to be checked for accuracy and b

Unveiling Illusions

In this discussion, share a personal experience of witnessing a magic trick intrigue. Describe the trick in detail, analyzing how the magician created t and discuss any insights you gained about the art of magic. How does this

Cognitive level: Evaluate

Decoding Misdirection

Think about a magic trick that involves misdirection as a key element. Cre used by the magician. Analyze the effectiveness of misdirection in this tric Describe your diagram in detail, explaining the cognitive process of 'Analy successful magic performance.

Cognitive level: Analyze

Magic in Everyday Life

Consider ways in which magic tricks can be applied in real-life situations c problem or enhance an experience. Provide a step-by-step description of process of 'Apply'. Support your response with a reference list of reliable domains.

Example Results

Auto-Generate Journal

Define the journal

Description

Enter a description or set of keywords...

Select course items

Selected course items will be used to help improve suggestions.

Desired cognitive level

Inspire me!

Complexity

Low High

Generate journal title

Generate

This is auto-generated content and needs to be checked for accuracy and bias

Exploring the Art of Illusion

Reflect on one of the magic tricks you have learned so far in the course. Write about the under various elements involved, such as misdirection, sleight of hand, and psychology. Discuss how work-related experiences where you have tried to apply similar principles of deception or distr trick.

Cognitive level: Evaluate

Unveiling the Secrets of Deception

Imagine you have been given a challenge to design a new magic trick that has never been perf props, setup, and performance. Consider the different techniques and concepts you have lear believe your trick will be successful and how it aligns with the principles of magic and illusion. I your creation.

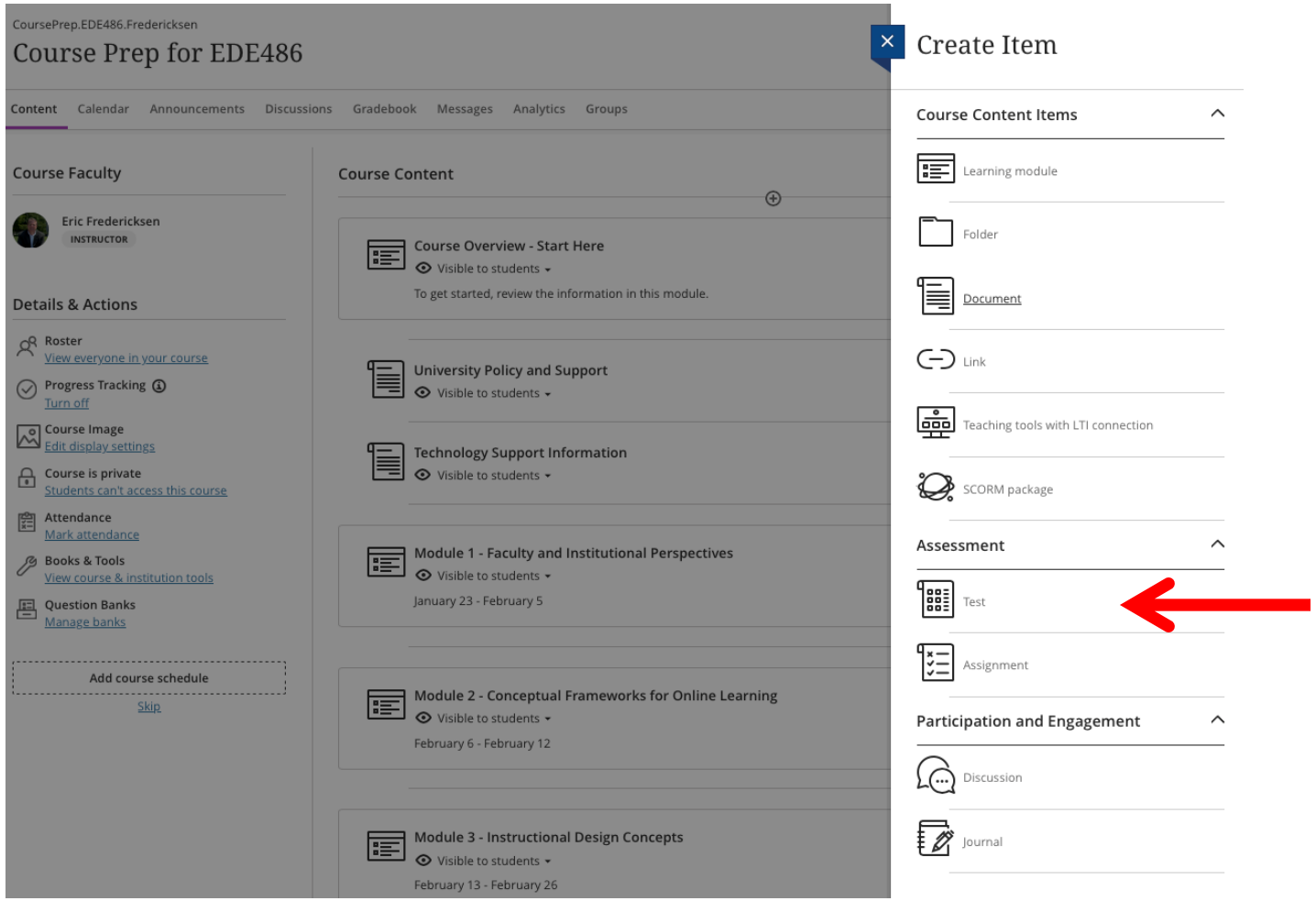
Cognitive level: Create

Analyzing the Psychology of Illusion

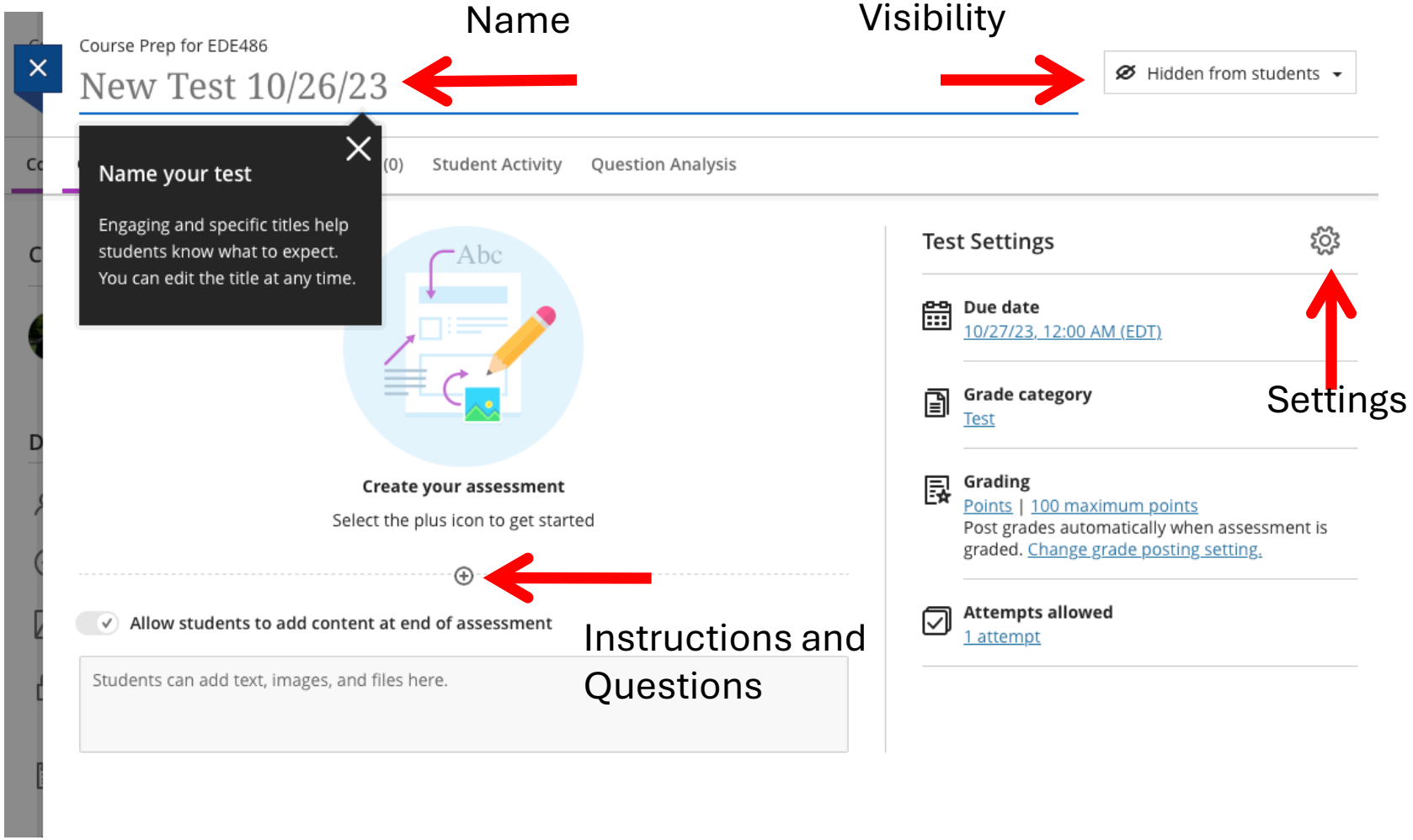
Research a famous magician or illusionist and their signature trick. Analyze the psychological t the cognitive biases or perceptual illusions that may contribute to the success of their trick. Co a convincing illusion. Reflect on how these psychological concepts can be applied in other area

How to Create a Blackboard Test

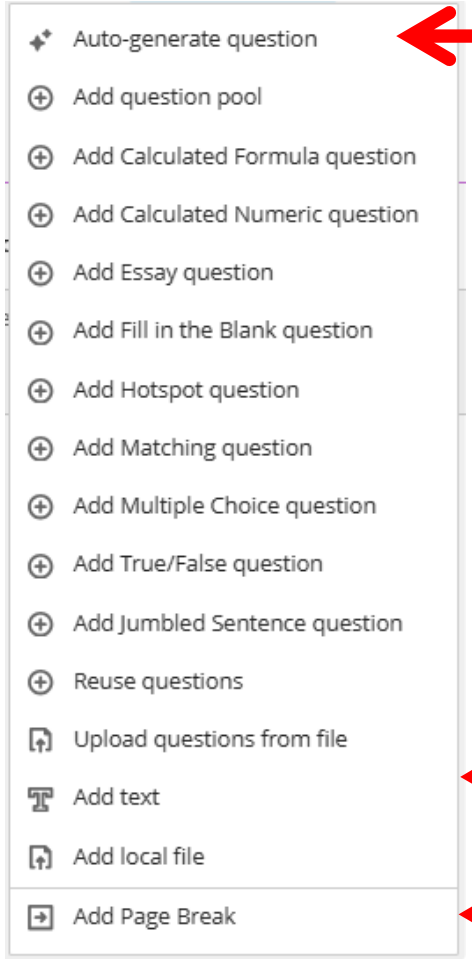
Create a Test



Setup a Test


Name
Visibility
Course Prep for EDE486
New Test 10/26/23
Hidden from students
Name your test
Engaging and specific titles help students know what to expect. You can edit the title at any time.
(0)
Student Activity
Question Analysis
Abc
Create your assessment
Select the plus icon to get started
Allow students to add content at end of assessment
Students can add text, images, and files here.
Instructions and Questions
Test Settings
Due date
10/27/23, 12:00 AM (EDT)
Grade category
Test
Grading
Points | 100 maximum points
Post grades automatically when assessment is graded. Change grade posting setting.
Attempts allowed
1 attempt
Settings

Add Items to Test



AI Design – Generate Question

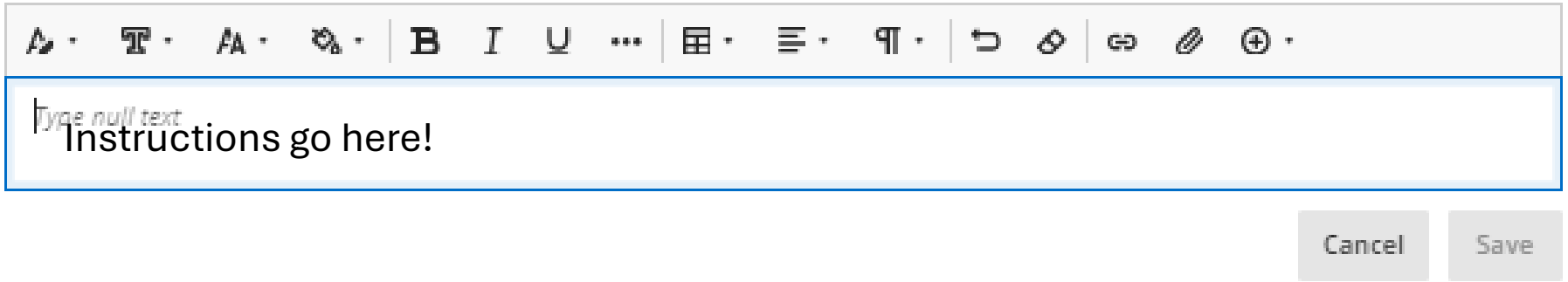
Create TEST questions

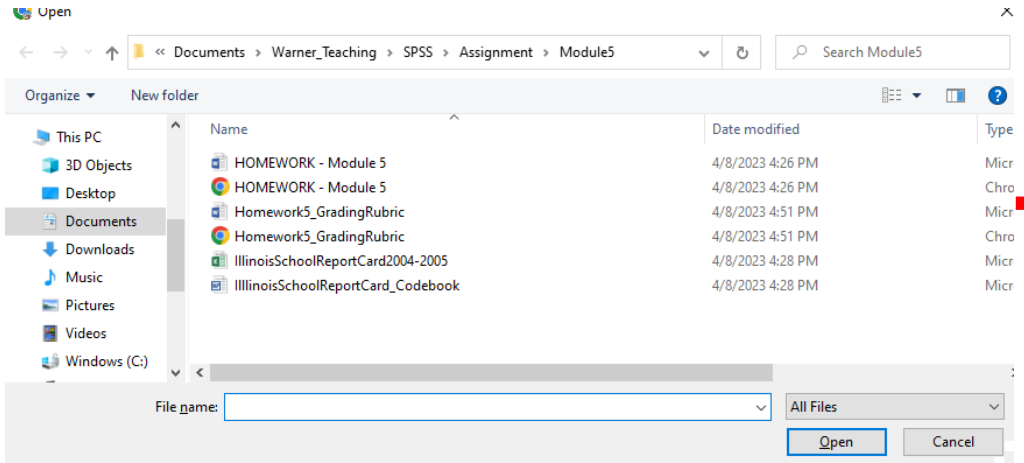
Use Question Bank or File Upload

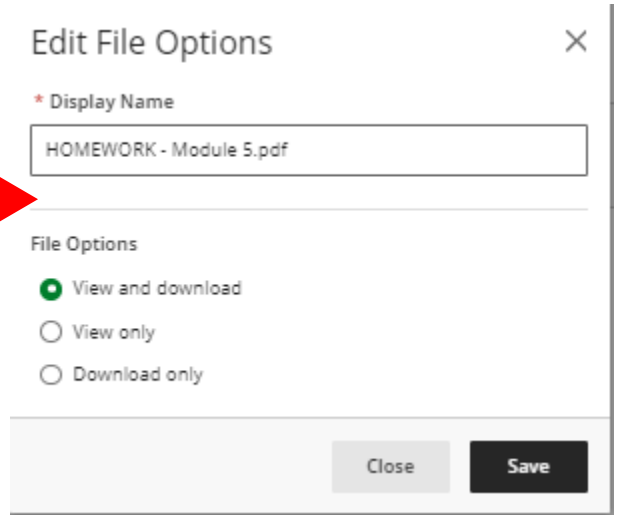
Add TEXT and/or LOCAL FILE Instructions

New: Page Break

Add Text or File



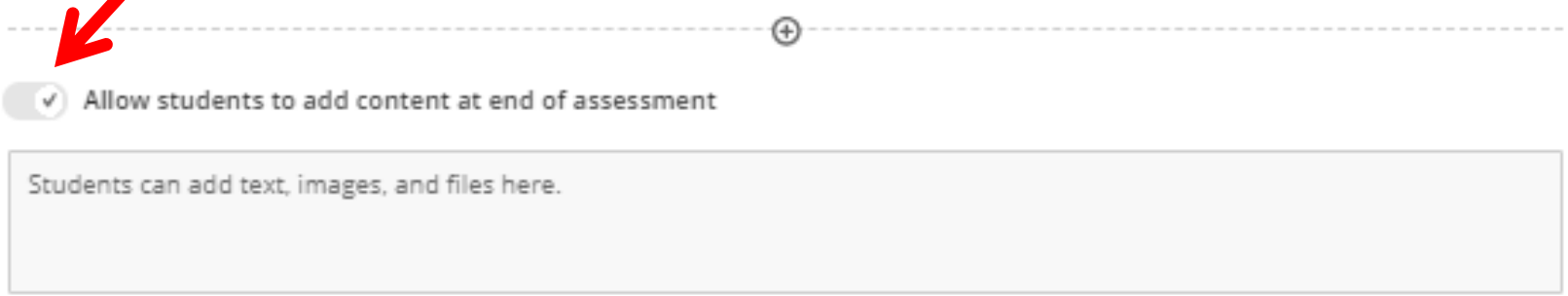




End of Test Submission Area

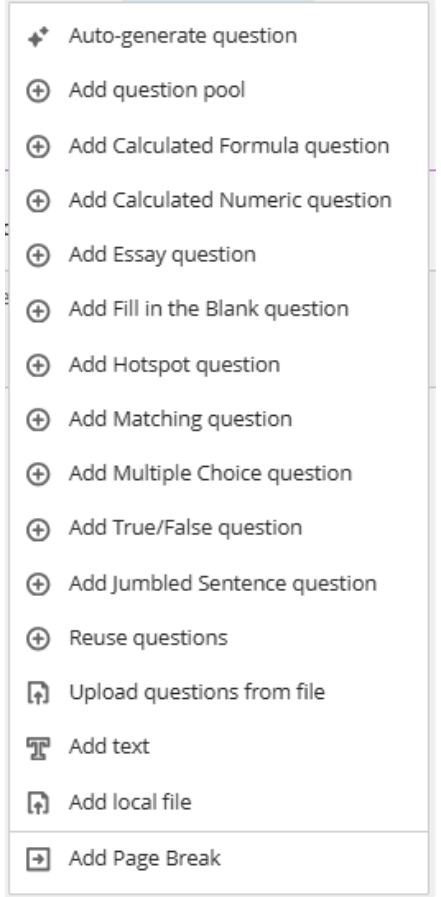
IMPORTANT – May want to turn this OFF

There are NO points associated with items submitted here in a TEST



For a timed test that includes only a file upload - Use Assignment instead.

Add Questions - Types

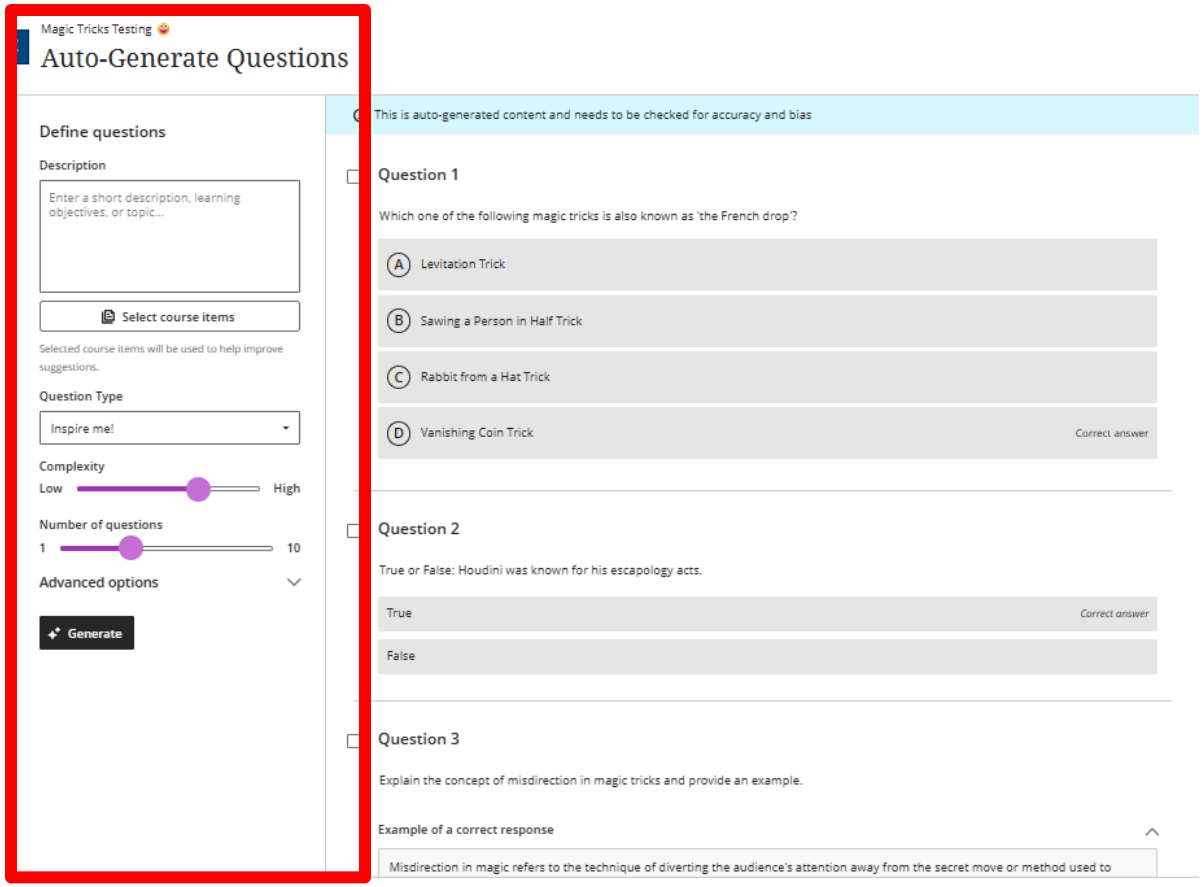


Calculated Formula
Calculated Numeric
Essay Question
Fill in the Blank
Hotspot
Matching
Multiple Choice
True/False
Jumbled Sentence

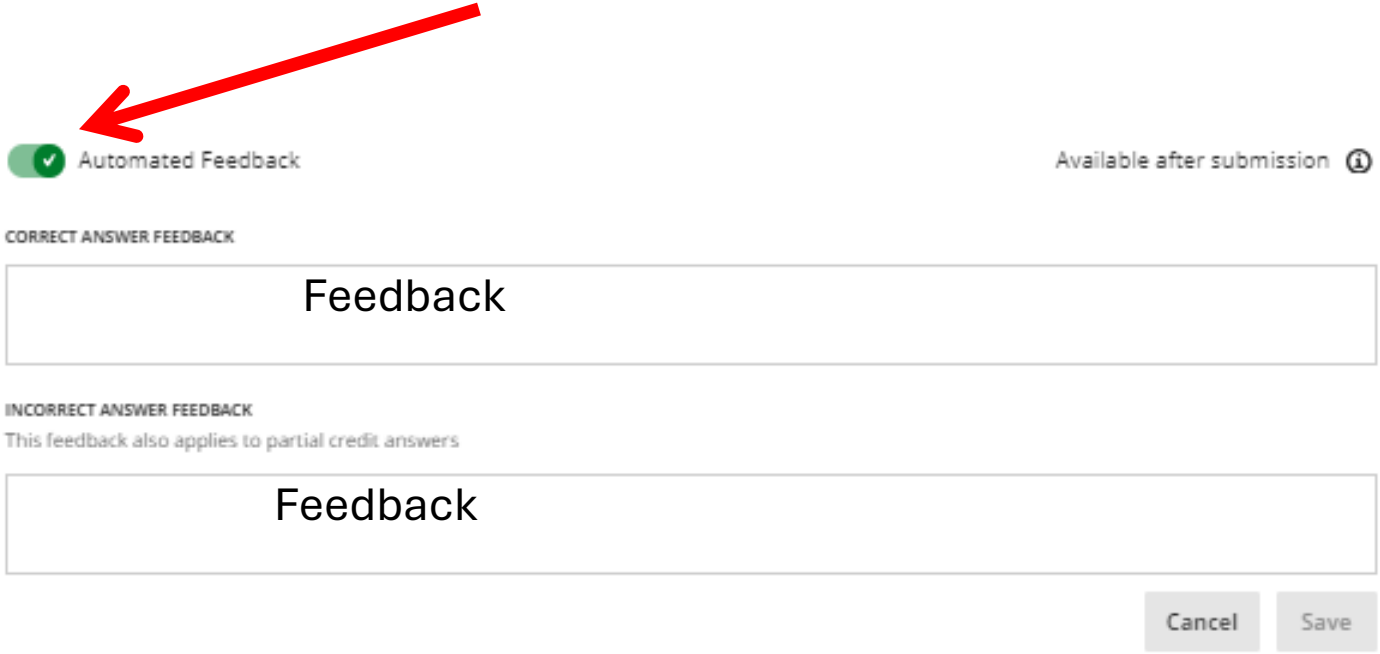
See Video on Creating each Type or see Bb Help

https://help.blackboard.com/Learn/Instructor/Ultra/Tests_Pools_Surveys/Question_Types#ultra_types

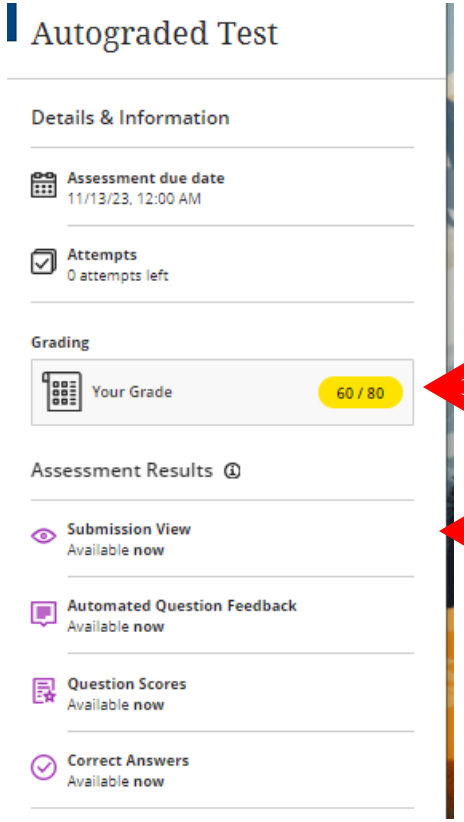
AI Design – Auto-Generate Questions



Automated Feedback on Questions



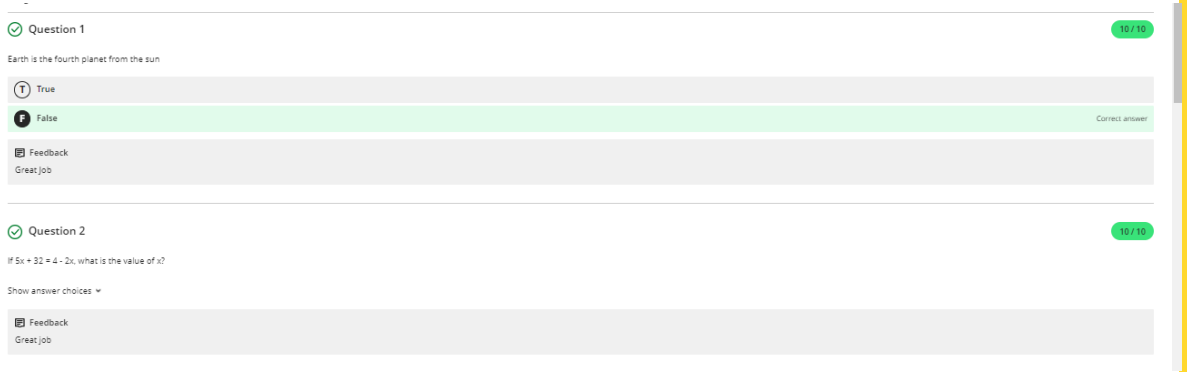
Student View



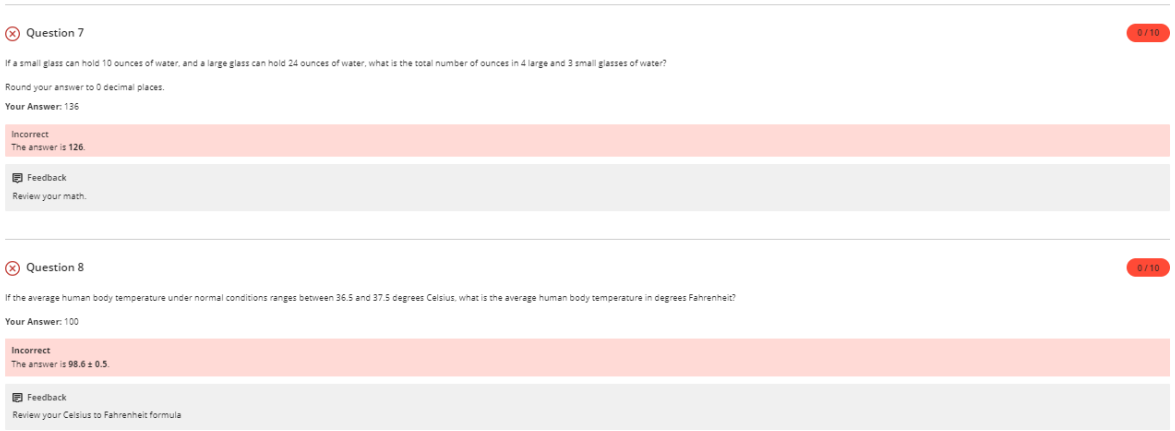
Score or Grade

Feedback options

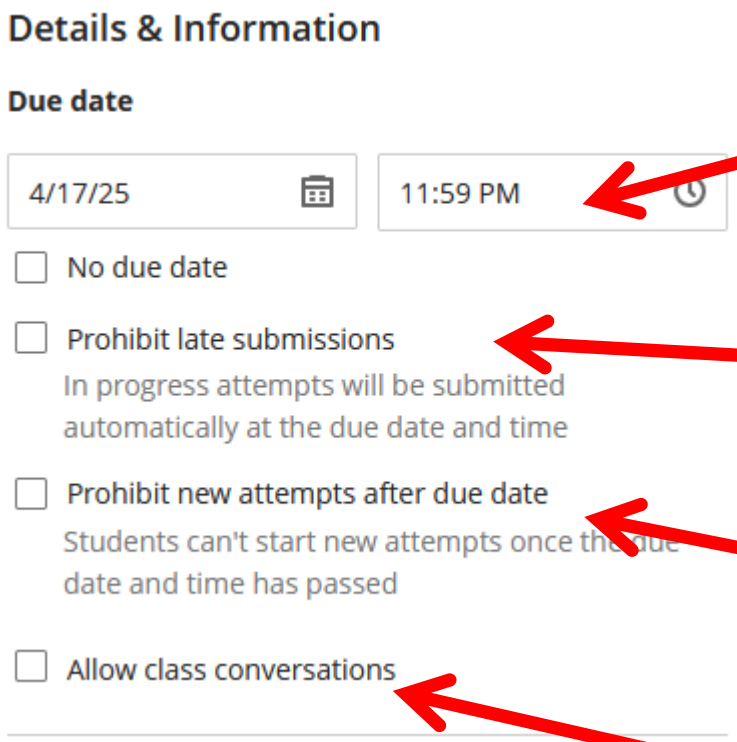
Correct Answers



Incorrect Answers



Test Settings
Details & Information



Due Date

Check for NO Due Date

Check to not allow late.
In progress will Auto-submit

Check to keep students from starting after the due date

Create a discussion board associated with this test

Test Settings
Presentation Options

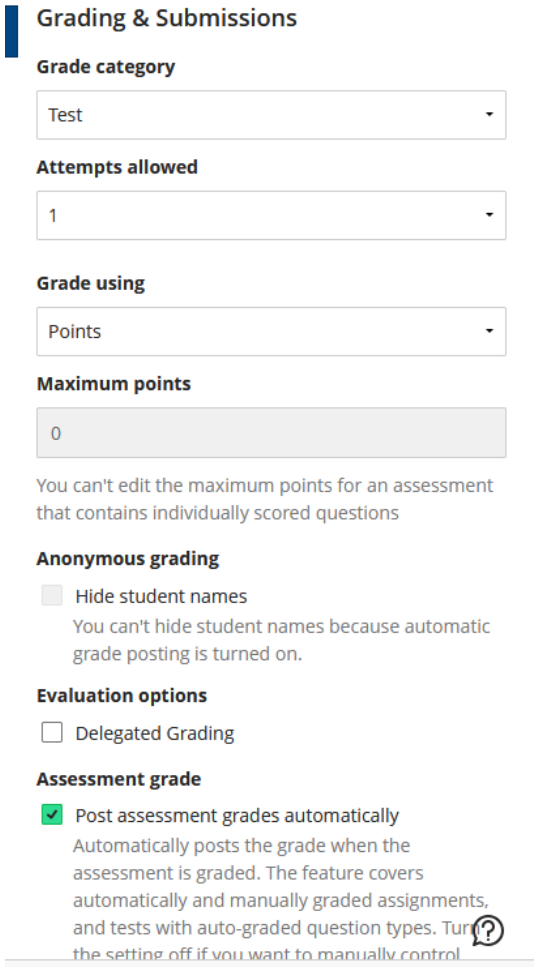
Presentation Options

- [ ] Display one question at a time
- [ ] Prohibit backtracking
- [ ] Randomize questions
- [ ] Randomize answers
  Multiple Choice answer options are randomly ordered for students
- [ ] Randomize pages
  - [ ] Do not randomize first page

Presentation options for test questions

Note – this is for all MC questions!

Test Settings
Grading & Submissions



Gradebook category

Attempts Allowed (can be changed)

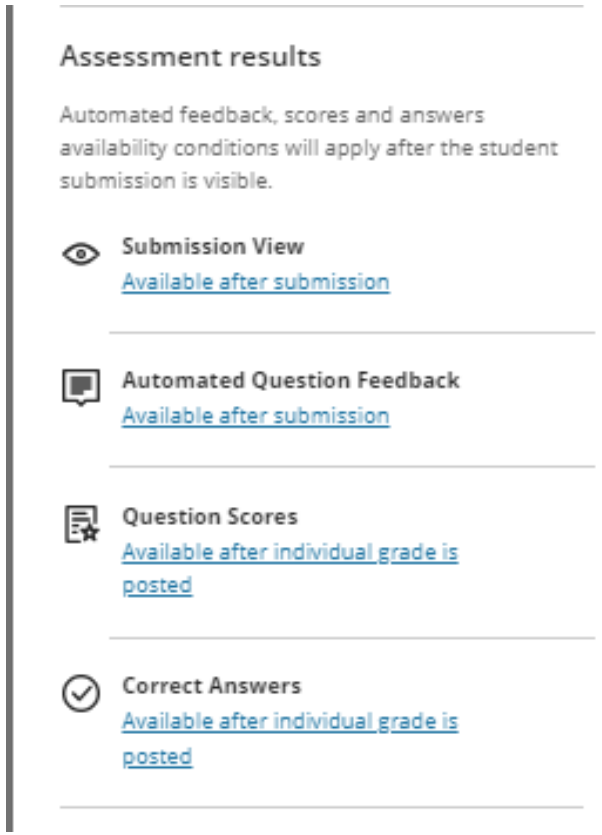
Display as

Points in Gradebook –As calculated by Questions

Grading and Review Options

Grade Posting Options

Test Settings
Assessment Results



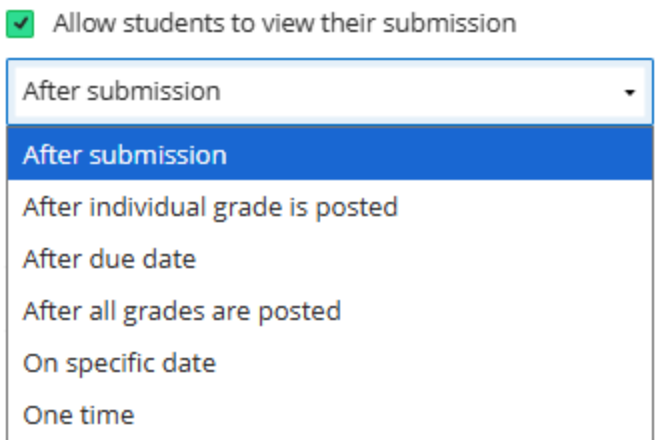
Students can see what they submitted – When?

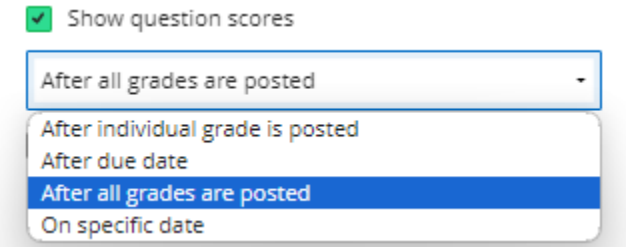
Students can see the feedback

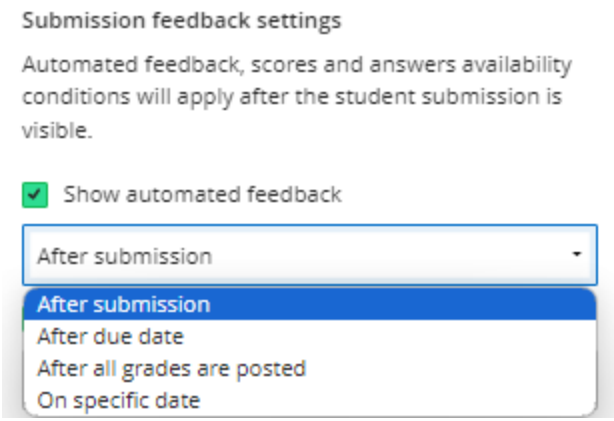
Students can the scores per question

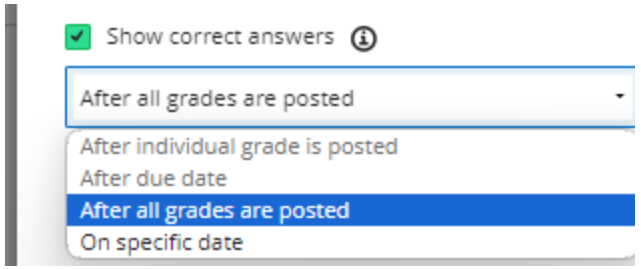
Students can see the correct answers

Options for Assessment Results



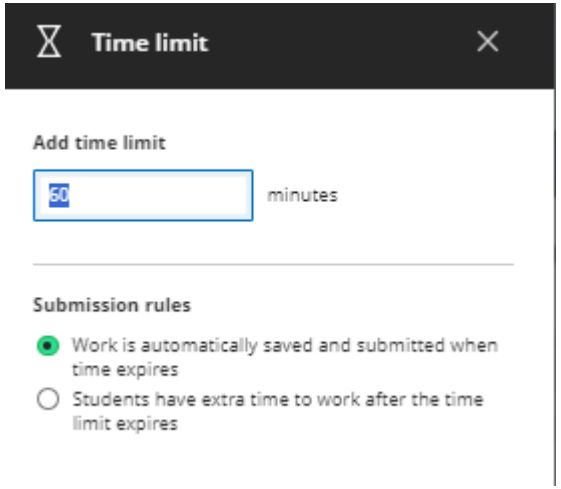






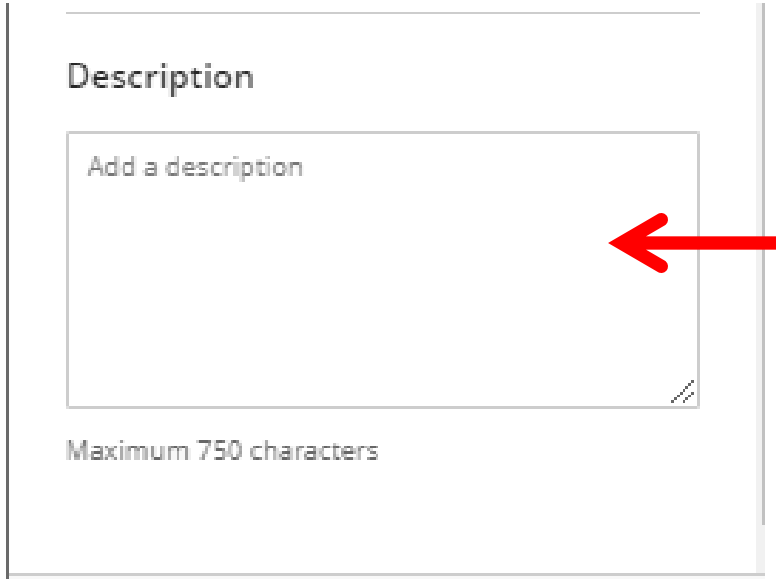
Test Settings
Additional Tools

Time Limit



For Group Test
This is not Released to Group – this is single submission per group!

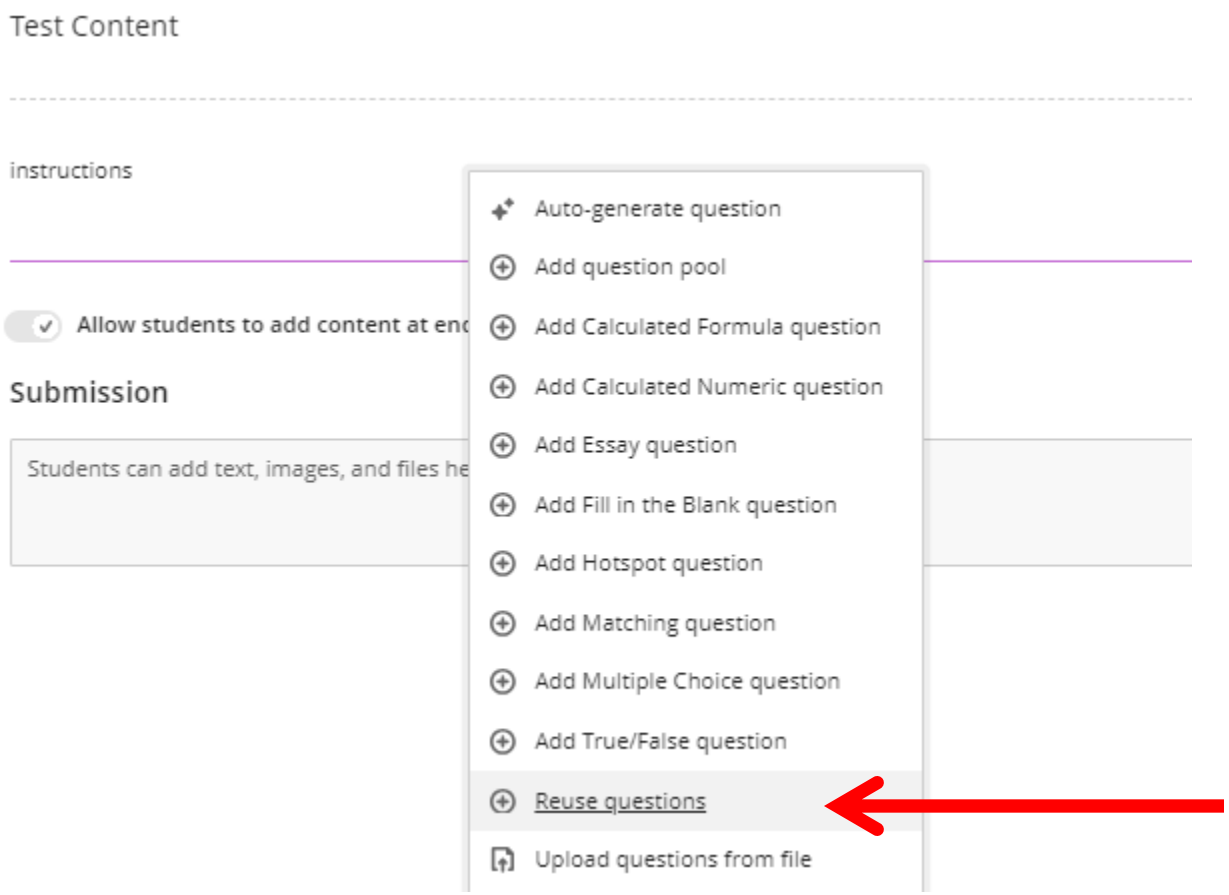
Test Settings Description



Text that will appear on content page

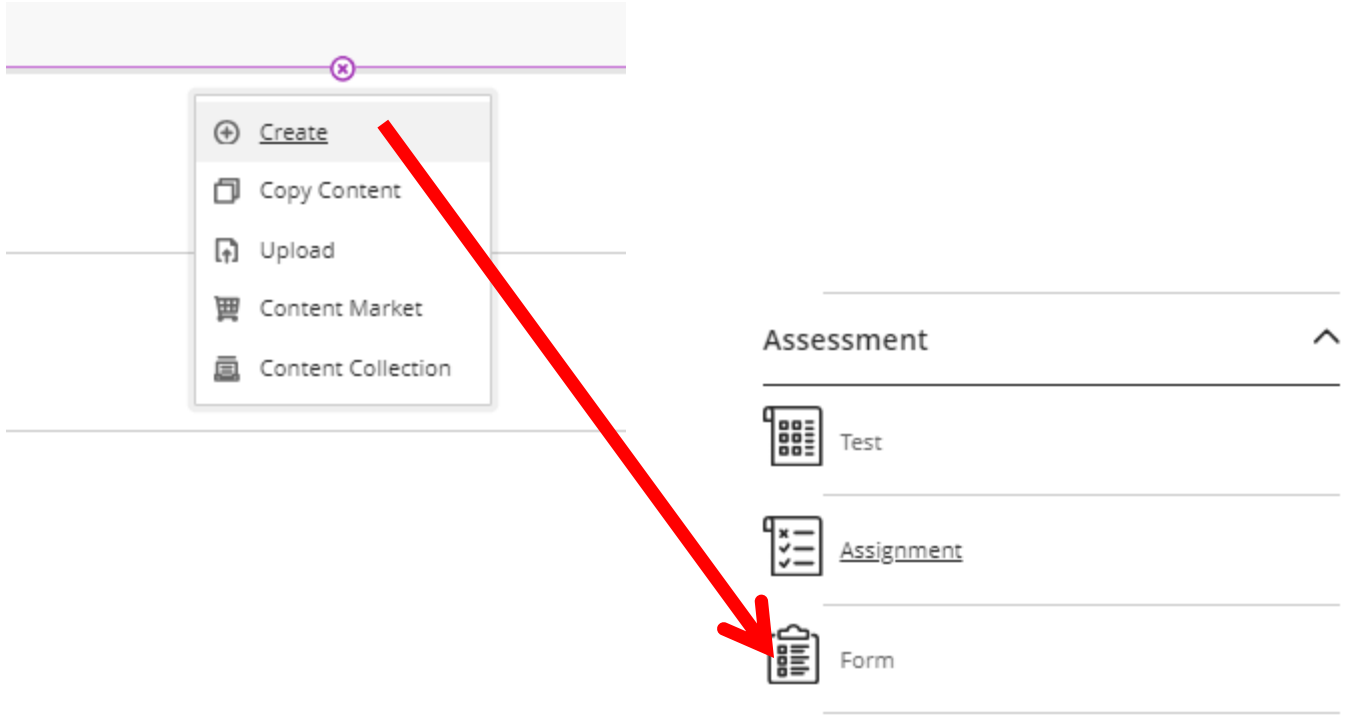
750 chars
No formatting

Access to Question Banks
Reuse Questions

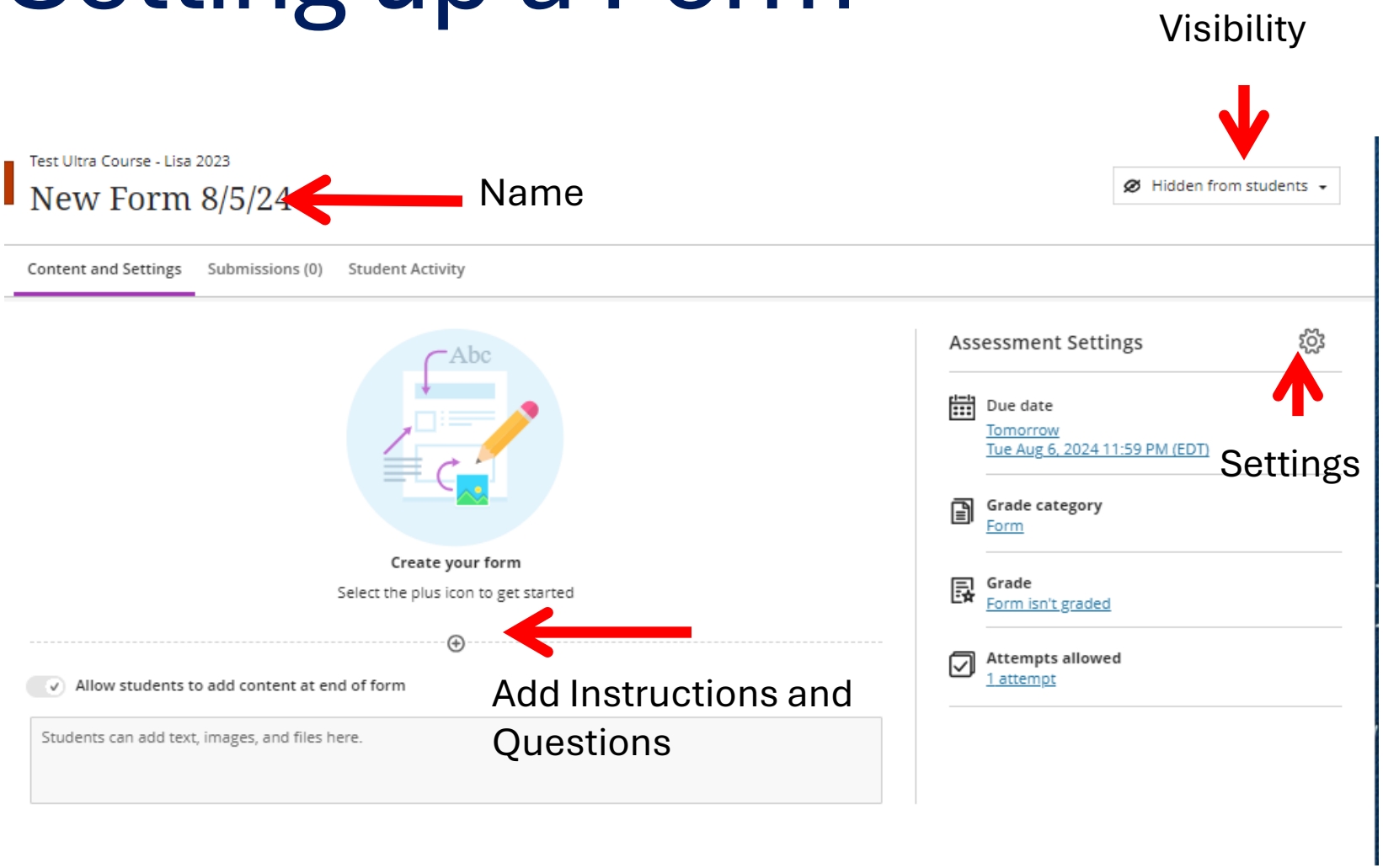


How to Create a Form (Surveys)

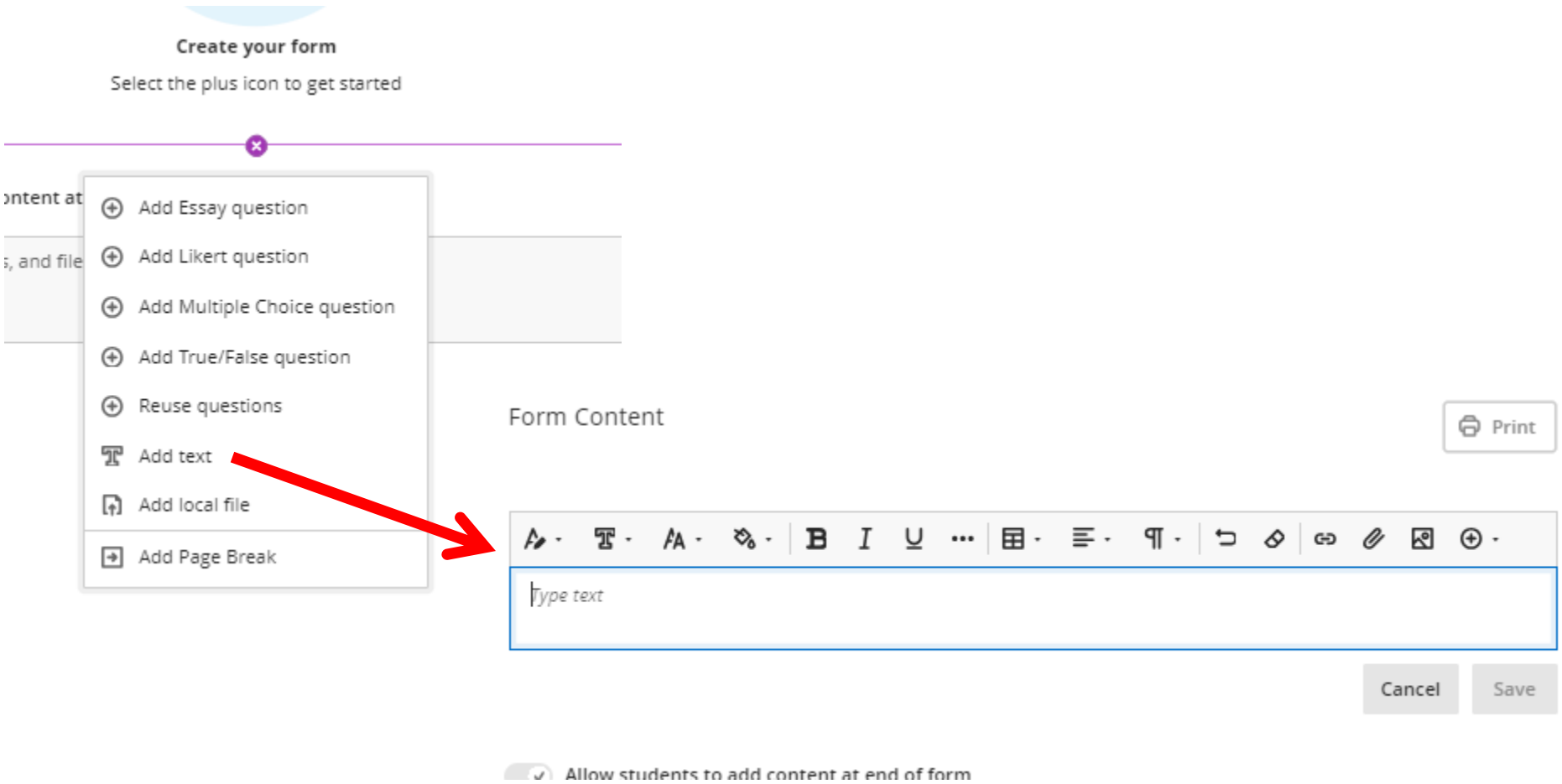
Create a Form



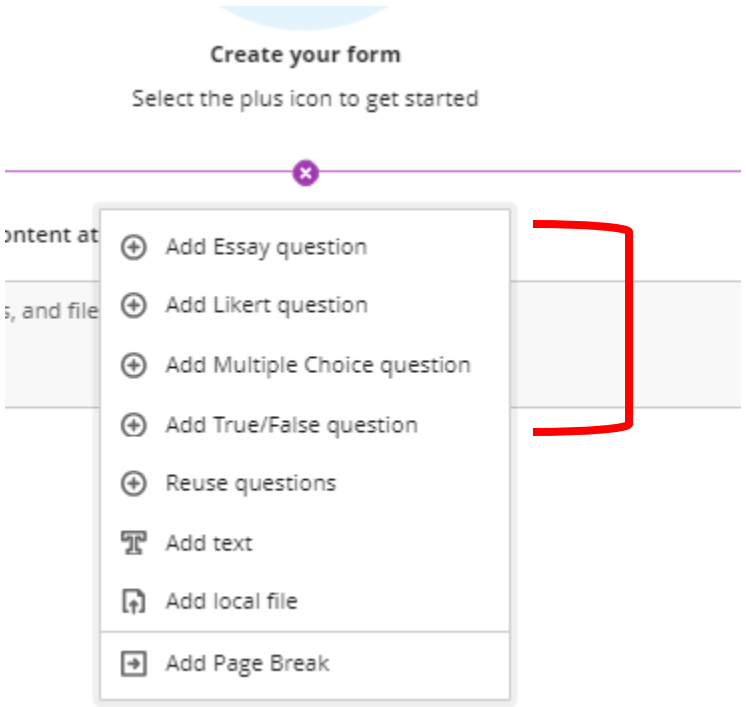
Setting up a Form



Add Text - Instructions



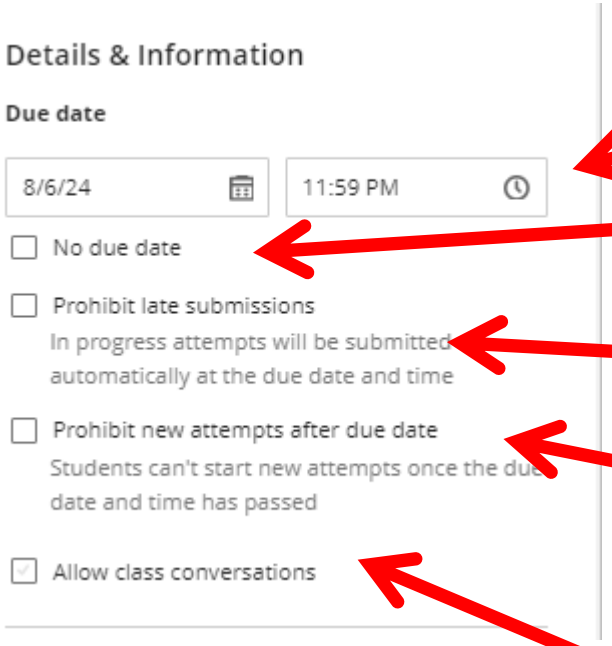
Add Questions



Choose Question Types

Essay Question
Likert Scale
Multiple Choice
True/False

Form Settings
Details & Information



Due Date

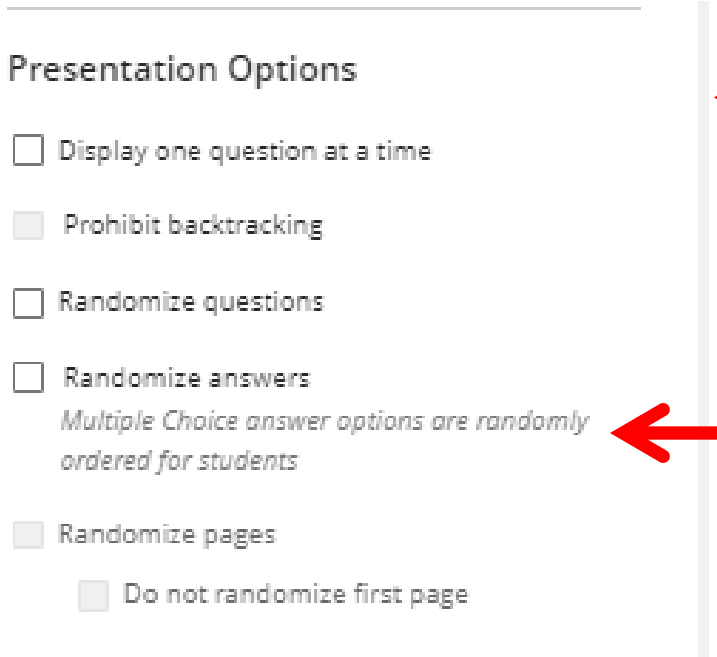
Check for NO Due Date

Check to not allow late.
In progress will Auto-submit

Check to keep students from starting after the due date

Create a discussion board associated with this test

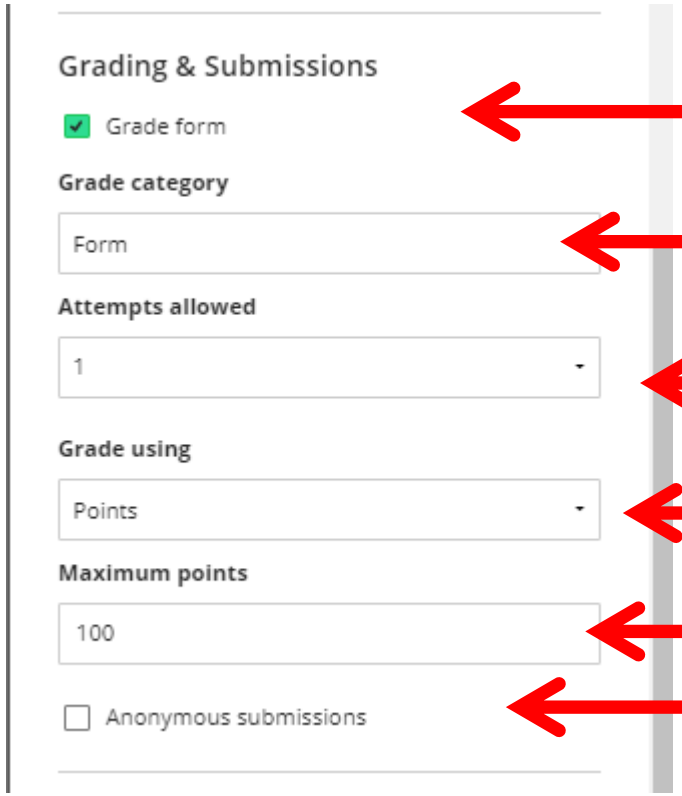
Form Settings
Presentation Options



Presentation options for form questions

Note – this is for all MC questions!

Form Settings
Grading & Submissions



Check if you want to Grade

Gradebook category

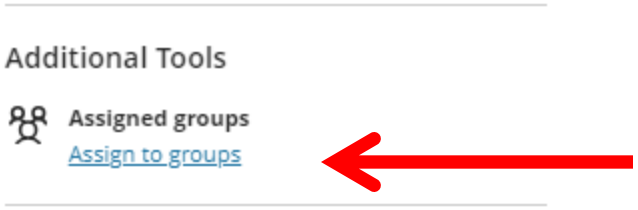
Attempts Allowed (can be changed)

Display as

Points in Gradebook

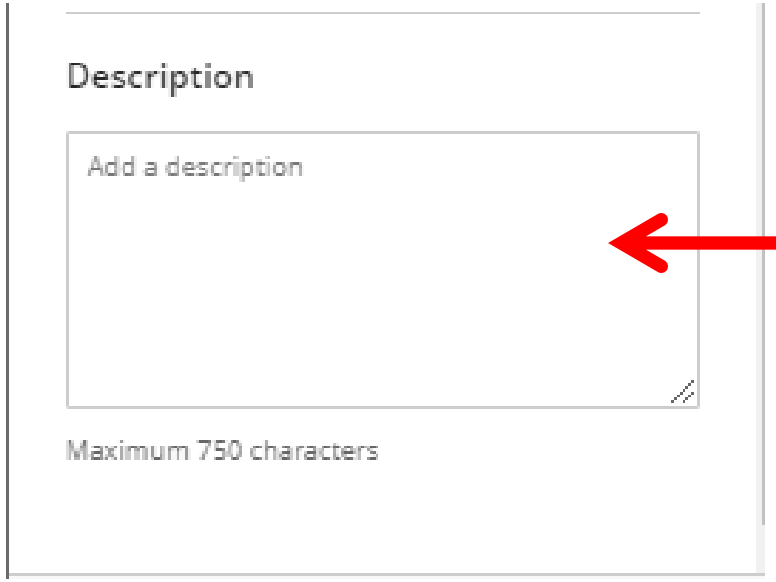
Check if you want to Survey

Form Settings
Additional Tools



For Group Form
This is not Released to Group – this is single submission per group!

Form Settings Description

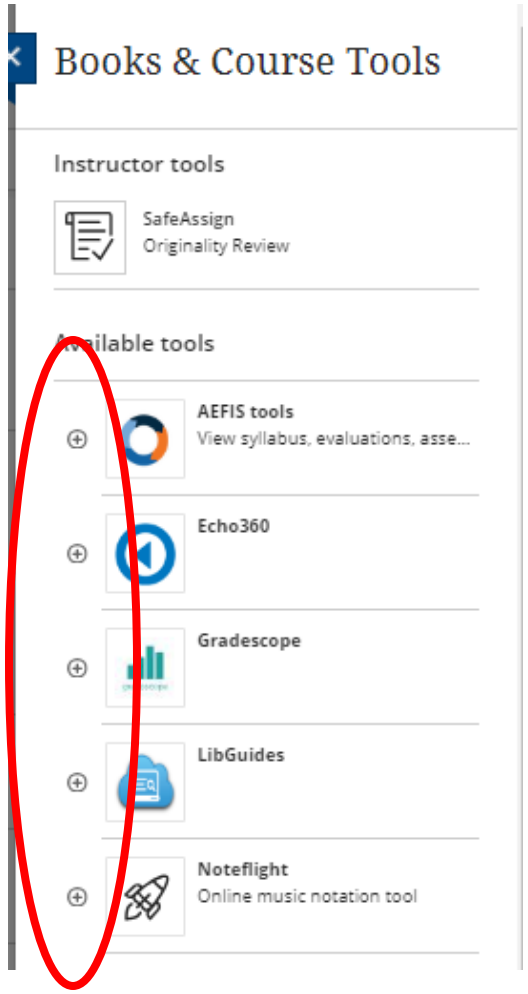


Text that will appear on content page

750 chars
No formatting

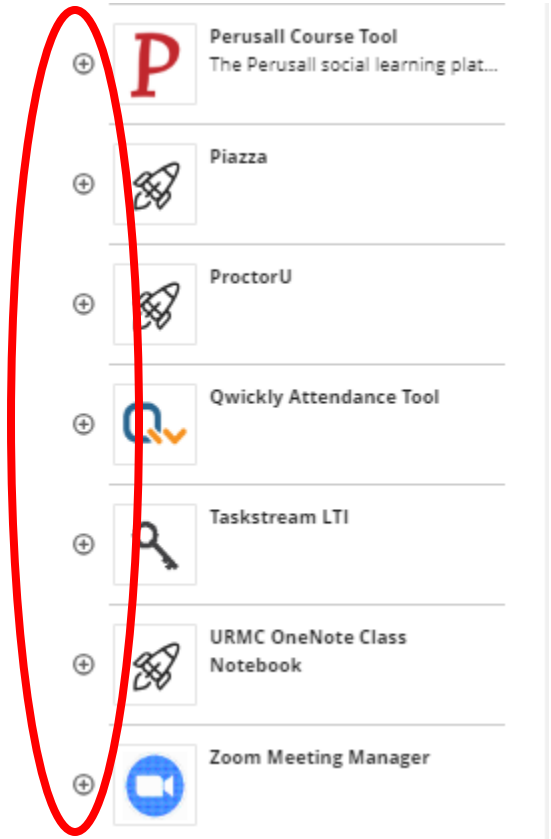
How to Add Other Integrated Tools

Through Books & Tools

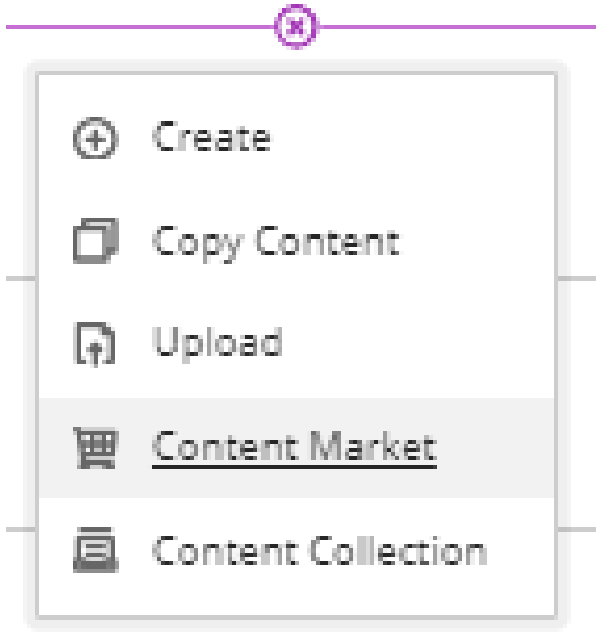


Click the card to access the tool

Click the + to add it to your Content area (at the bottom)



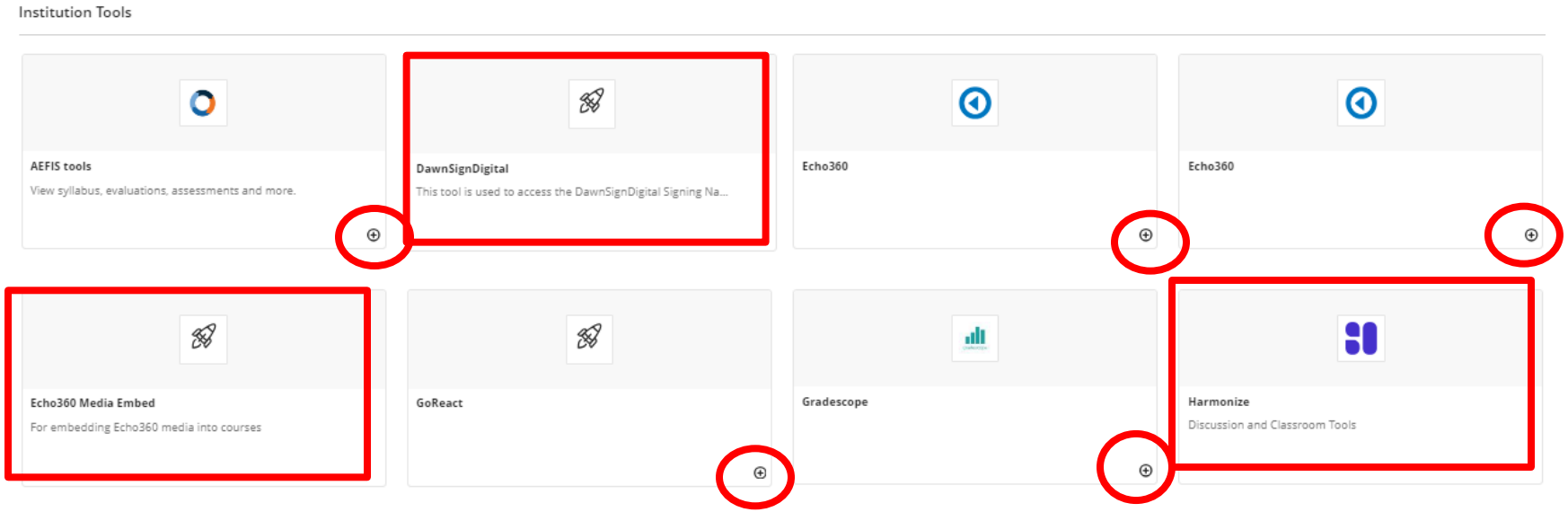
Visit the Content Market (Recommended)



Add to your Course Setup as Usual

If Card has a + on it, you must click the + in order to add the tool to your content area for Students to use.

If not, the card will automatically add the tool when you click the card.



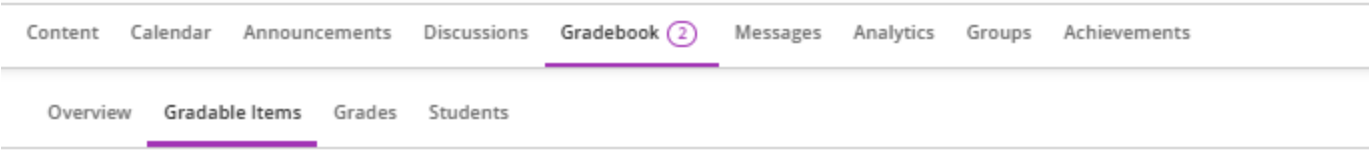
Integrated Tools List
Content Market

- DawnSign
- Echo360
- Feedback Fruits
- GoReact
- Gradescope
- Harmonize
- Heliocampus
- JoVE
- LabArchives
- Macmillan
- MATLAB
- McGraw Hill
- MyOpenMath
- OpenStax
- Panopto
- Pearson
- Perusall
- PlayPosit
- Qwickly Attendance
- SAGE
- Vocareum
- Voicethread
- Yellowdig
- Zoom

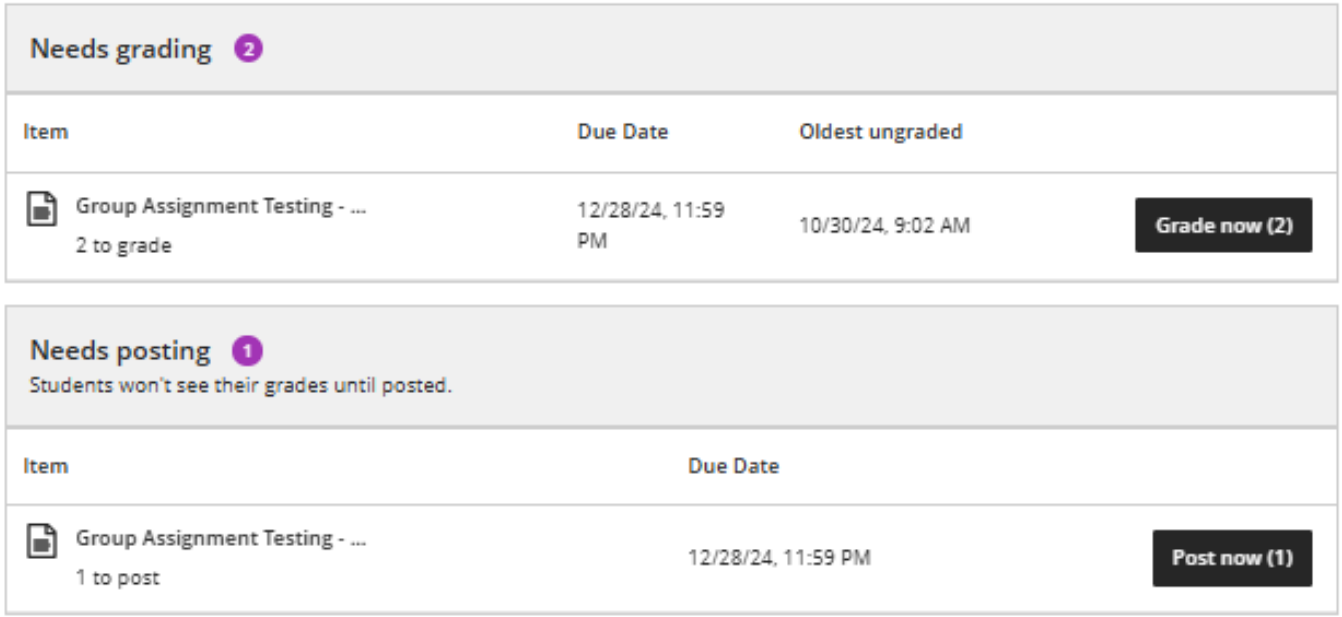
Setting up the Gradebook

Four Views

- Overview
- Gradable Items = List
- Grades = Grid View
- Students = List

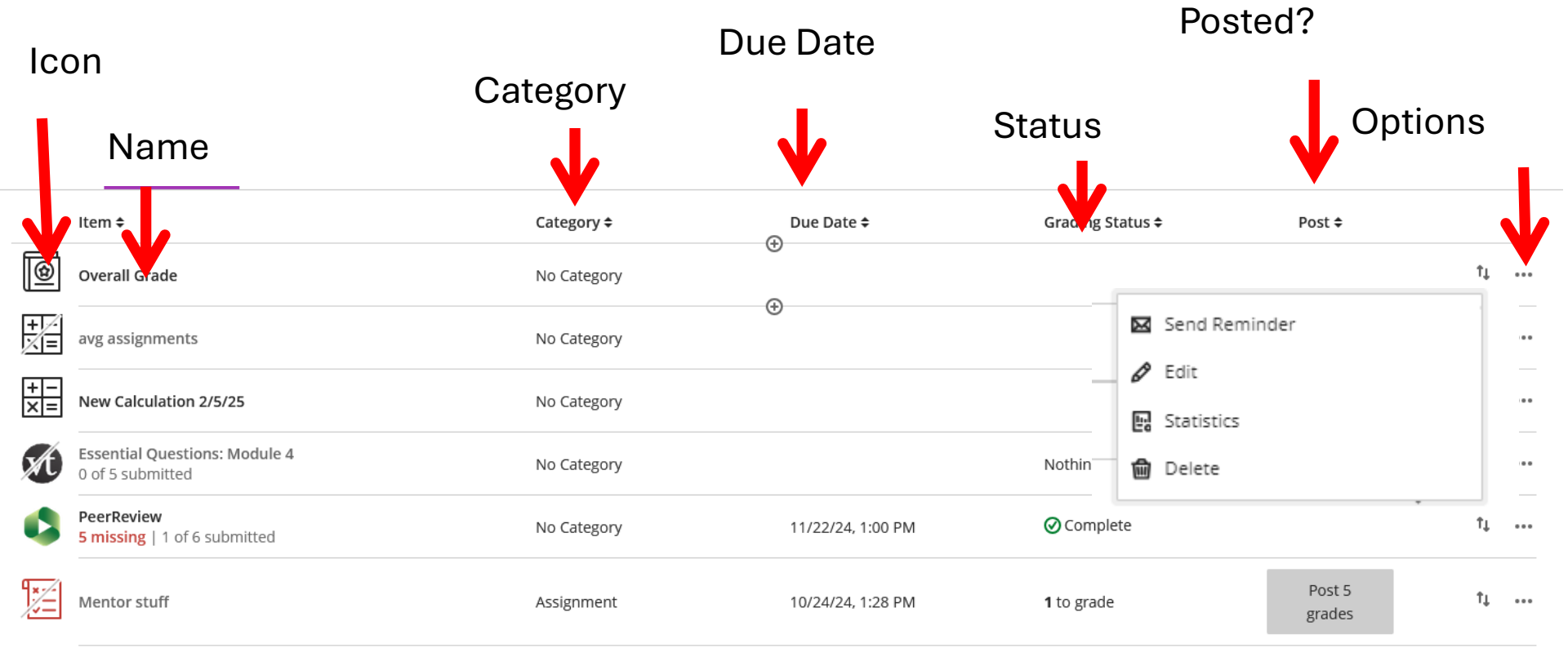


Gradebook - Overview



Gradebook - List

Similar to Manage – Column Organization



Gradebook - Students

Full Name

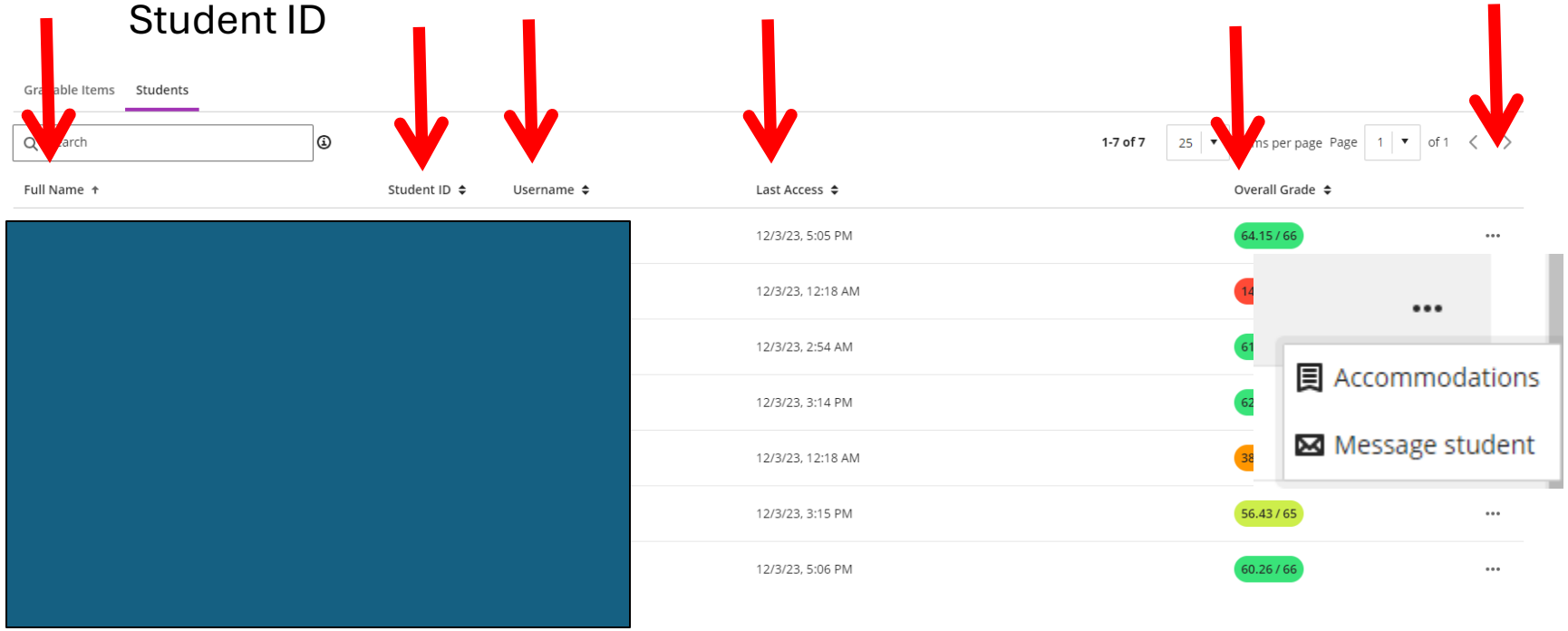
Student ID

User Name

Last Access Date

Overall Grade

Options



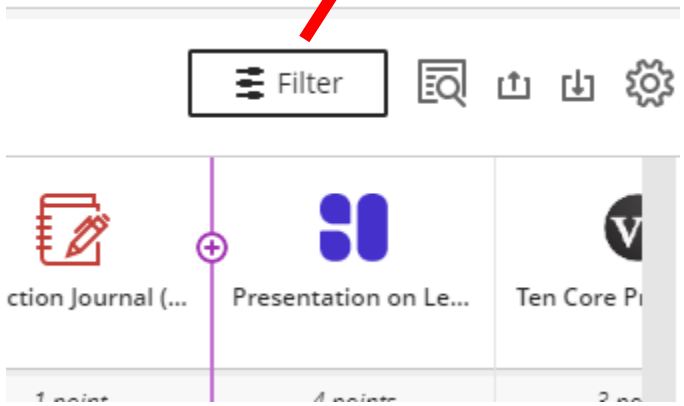
Gradebook – Grades (Grid View)

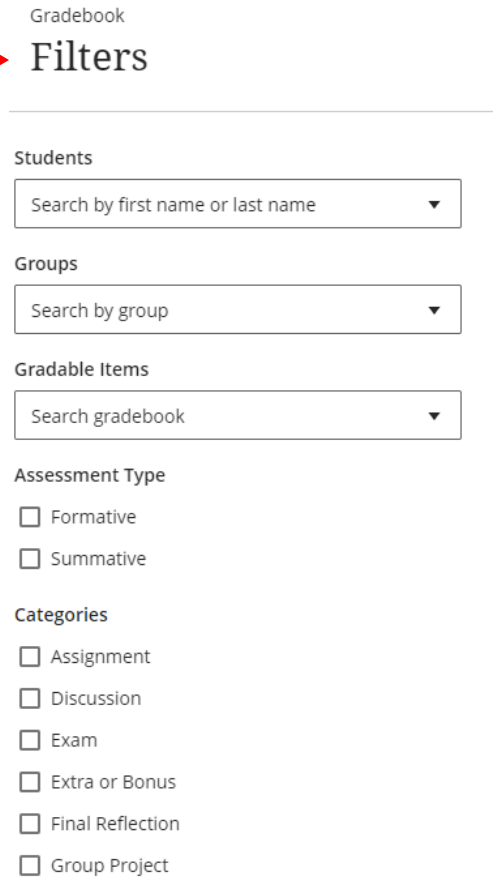
Student Names

Icon and Name

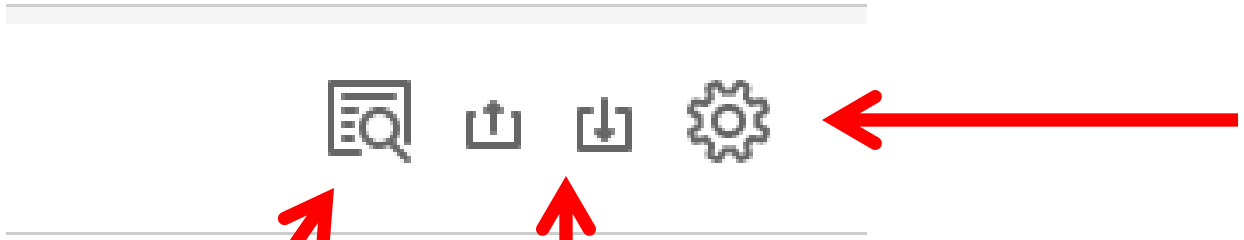
Students	Overall Grade	Getting Started ...	Reflection Journal (...	Review of Example ...	Reflection - Why e-l...	Community of Inqu...	Applying Communi...	Exploring Commun...	Reflection Journal (...	Presentation on Le...
	100 points	0 points	1 point	2 points	1 point	1 point	2 points	2 points	1 point	4 points
7 Students	35 items		Complete	Complete	Complete	Complete	Complete	Complete	Complete	Complete
[redacted]	64.15 / 66	-	1 Posted	2 Posted	1 Posted	0.9 Posted	2 Posted	2 Posted	1 Posted	4 Posted
	14.31 / 56	-	1 Posted	0 Posted	0 Posted	0 Automatic zero	0 Automatic zero	0 Automatic zero	0 Automatic zero	0 Posted
	61.42 / 66	-	1 Posted	1 Posted	1 Posted	0.8 Posted	2 Posted	2 Posted	1 Posted	4 Posted
	62.89 / 64	-	1 Posted	2 Posted	1 Posted	0.8 Posted	2 Posted	2 Posted	1 Posted	4 Posted

Grid View – Filter Options





Grid View - Options



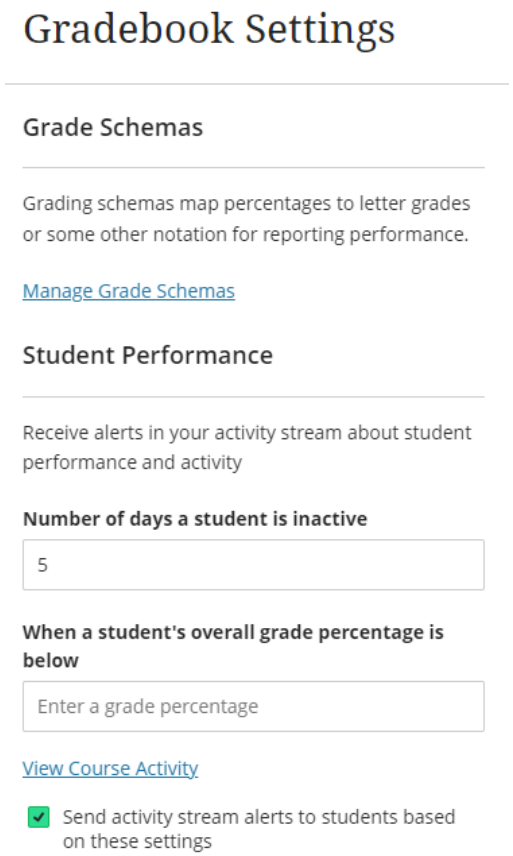
Search by Submission Receipt

Upload/Download

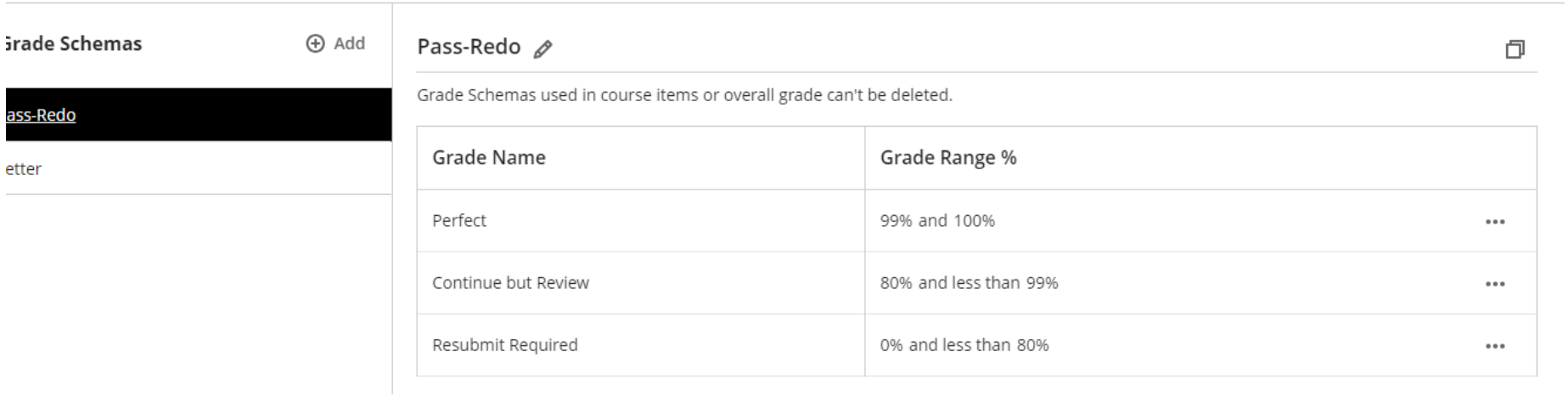
Gradebook Settings
Grade Schemas / Student Performance

See and Edit Grading Schemas

Set Performance Criteria for Notifications

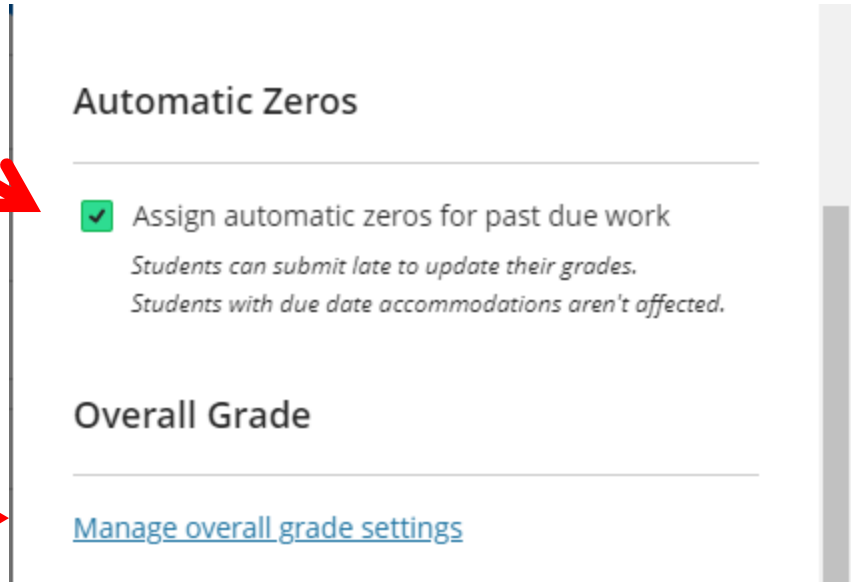


Example Grade Schema



Gradebook Settings
Automatic Zeros / Overall Grade

Automatically Assign Zero Grades after Due Date
Late submissions can still be graded



Setup Overall Grade Column
More in Workshop 3

Gradebook Settings
Manage Gradebook Items

Students Visibility

Hide students in the gradebook who no longer have access to the course.

Item Management

Manage gradebook items

Visible to Students

Visible to Instructor

Item Management

Manage gradebook items in this course.

Search item

0 of 44 items hidden

Edit Visibility

Item	Category	Due Date	Student visibility	Instructor visibility
Overall Grade	No Category	—	Visible	
avg assignments	No Category	—	Hidden	
New Calculation 2/5/25	No Category	—	Visible	
Essential Questions: Module 4	No Category	—	Hidden	
PeerReview	No Category	11/22/24, 1:00 PM	Visible	

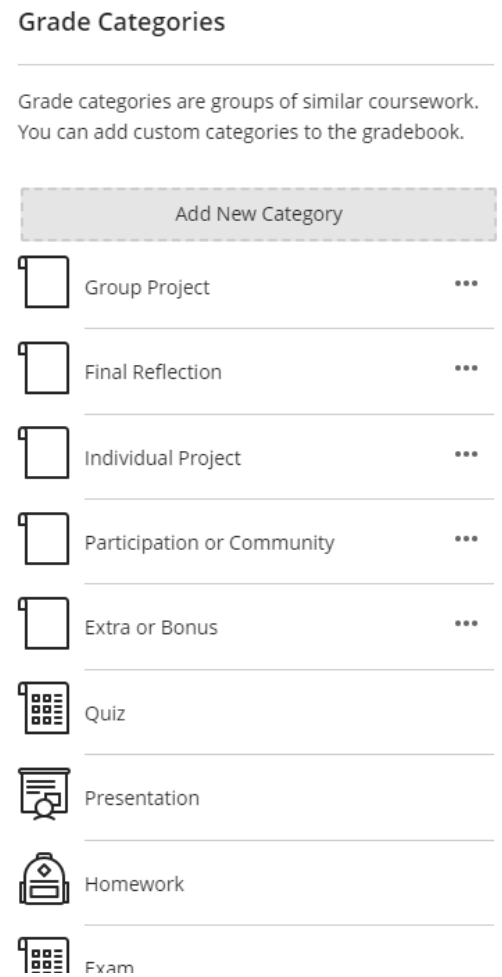
Gradebook Settings Categories

Create Your Own Categories

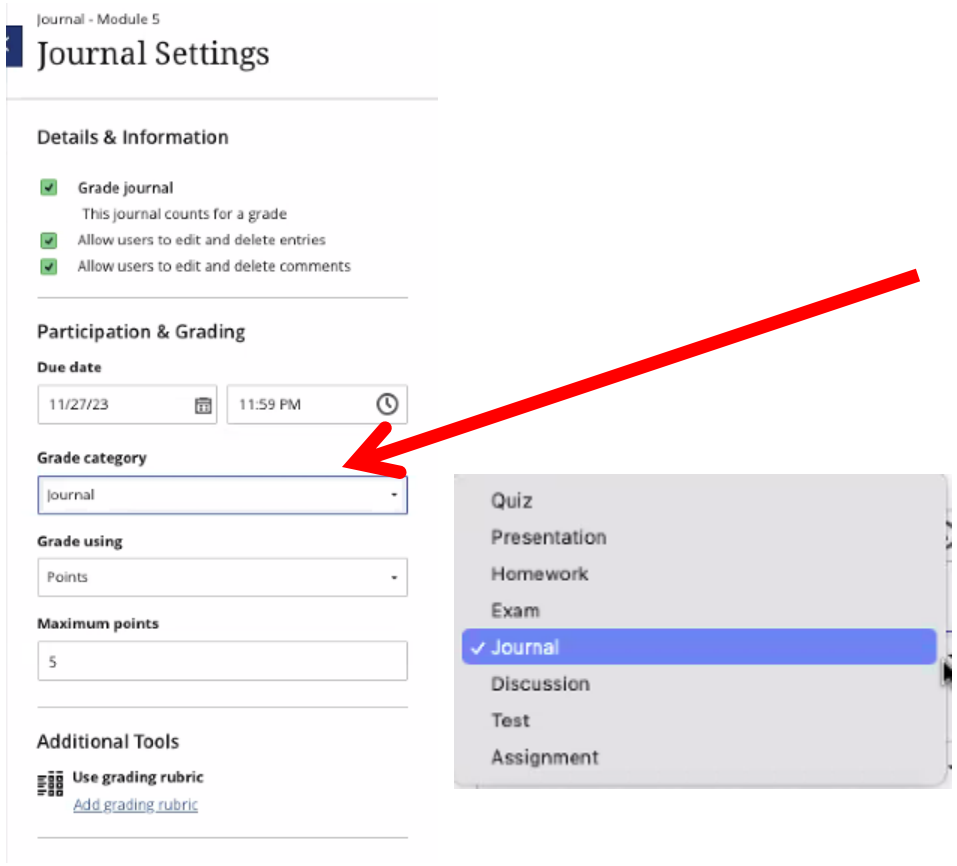
Categories are useful for setting the Overall Grade
More in Workshop 3

Instructor-Created Categories

Blackboard's Categories



Adding Category to any Graded Item Journal, Discussion, Test, Assignment



Use Setting Gear for any Graded Item to set the Category

Additional Workshop

- Teaching in Ultra Courses
  - December 18, 12 noon

University of Rochester

Questions?