



University
of Rochester

Ultra Courses Creating Graded Items

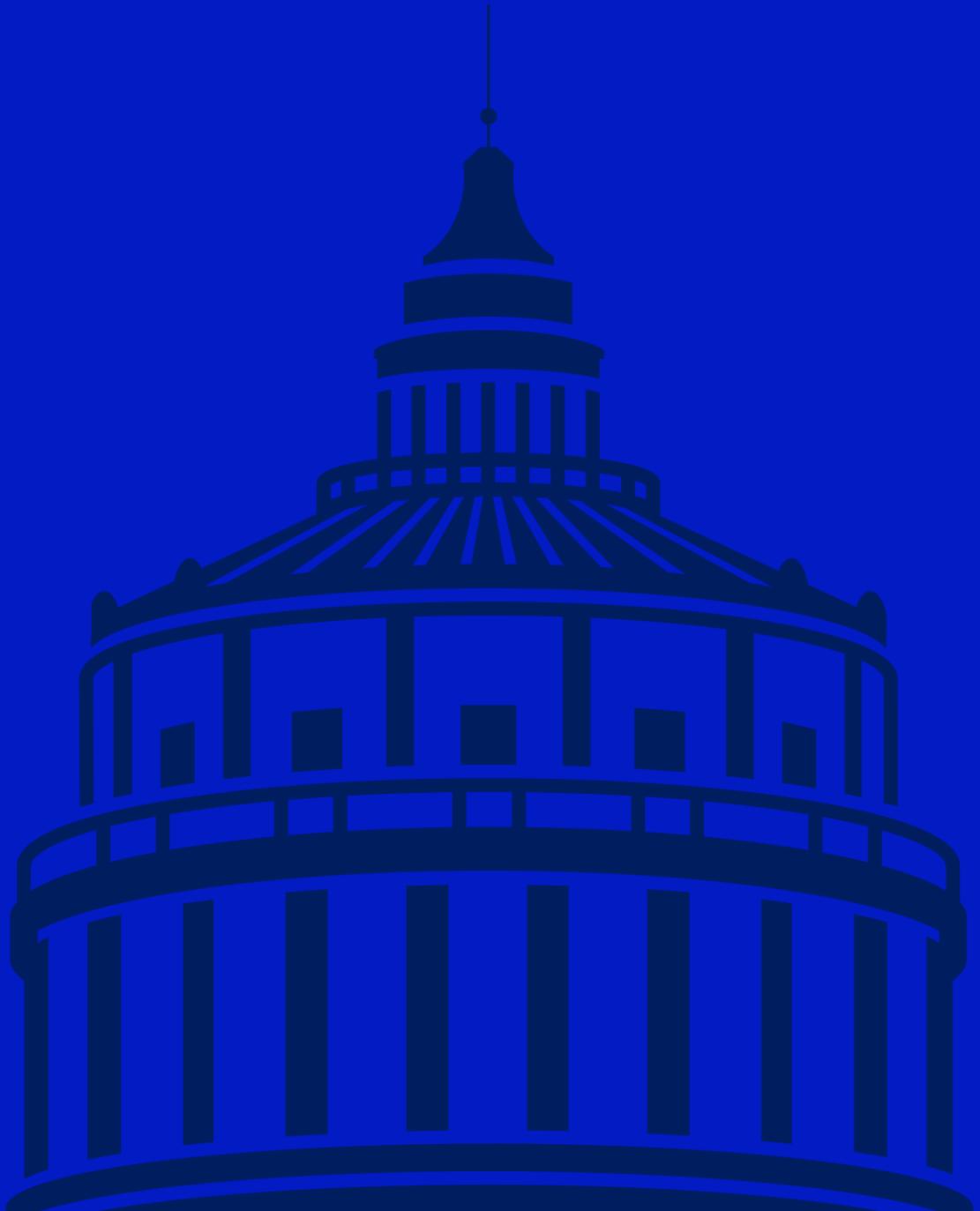
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Workshop Learning Objectives

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

Course Content

- Important - Read This! About Blackboard Ultra

Create

- Auto-Generate Modules
- Copy Content
- Upload
- Content Market
- Content Collection

Course Faculty

Lisa Brown INSTRUCTOR

Details & Actions

- Roster [View everyone in your course](#)
- Progress Tracking [Turn off](#)
- Course Image [Edit display settings](#)
- Course is open [Students can access this course](#)
- Attendance [Mark attendance](#)
- Books & Tools [View course & institution tools](#)
- Question Banks [Manage banks](#)





Create a Blackboard Discussion



Create a Discussion

CoursePrep.EDE486.Fredericksen
Course Prep for EDE486

Content Calendar Announcements Discussions Gradebook Messages Analytics Groups

Course Faculty
Eric Frederickson INSTRUCTOR

Details & Actions

- Roster [View everyone in your course](#)
- Progress Tracking [Turn off](#)
- Course Image [Edit display settings](#)
- Course is private [Students can't access this course](#)
- Attendance [Mark attendance](#)
- Books & Tools [View course & institution tools](#)
- Question Banks [Manage banks](#)

Add course schedule [Skip](#)

Course Content

- Course Overview - Start Here** [Visible to students](#)
To get started, review the information in this module.
- University Policy and Support** [Visible to students](#)
- Technology Support Information** [Visible to students](#)
- Module 1 - Faculty and Institutional Perspectives** [Visible to students](#)
January 23 - February 5
- Module 2 - Conceptual Frameworks for Online Learning** [Visible to students](#)
February 6 - February 12
- Module 3 - Instructional Design Concepts** [Visible to students](#)
February 13 - February 26

Create Item

Course Content Items

Learning module

Folder

Document

Link

Teaching tools with LTI connection

SCORM package

Assessment

Test

Assignment

Participation and Engagement

Discussion

Journal



Setting up a Discussion Board

Magic tricks testing

New Discussion 4/14/2023

Auto-generate discussion

Hidden from students

Discussion Settings

Grading

Discussion isn't graded

Settings

Initial Prompt

Save

The image shows a screenshot of a discussion board setup interface. At the top, there is a title 'Setting up a Discussion Board' and a subtitle 'New Discussion 4/14/2023'. Below this, there are two buttons: 'Auto-generate discussion' and 'Hidden from students'. A red arrow points to the 'Hidden from students' button, with the word 'Visibility' written above it. A red arrow also points to the 'Auto-generate discussion' button. In the center, there is a section titled 'Discussion Settings' with a 'Grading' sub-section that says 'Discussion isn't graded'. A red arrow points to the 'Settings' gear icon. On the left, there is a text input area with the placeholder 'What do you want to talk about?' and a red arrow pointing to it, with the text 'Initial Prompt' written below it. At the bottom right of the input area, there is a 'Save' button.

Edit Prompt

Discussion Topic

prompt

Post a response to the discussion

Post



No posts yet.
Posts and replies will show up here.

Follow Discussions

Discussion Topic

prompt

Post a response to the discussion

Post



Follow 

 Notifications have been enabled for this discussion. You can change your preferences in the [notification settings](#)

prompt

Post a response to the discussion

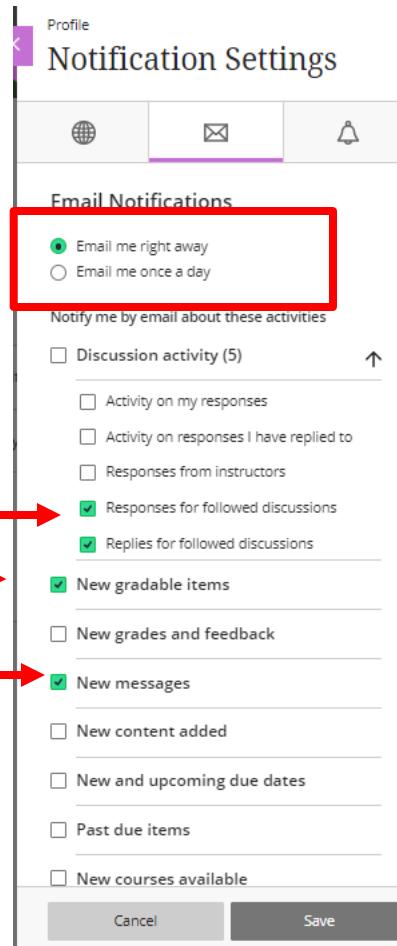
Post

No posts yet.
Posts and replies will show up here.



Recommended Email Notification Settings

Suggested



Profile

Notification Settings

>Email Notifications

Email me right away

Email me once a day

Notify me by email about these activities

Discussion activity (5) ↑

Activity on my responses

Activity on responses I have replied to

Responses from instructors

Responses for followed discussions

Replies for followed discussions

New gradable items

New grades and feedback

New messages

New content added

New and upcoming due dates

Past due items

New courses available

Cancel Save

Discussion Settings

New Discussion 4/14/24

Discussion Settings

Details & Information

Uncheck to only make available on Discussion menu

Display on Course Content page



Post first

Hide discussion activity until student
responds

Check to make this “post first” required

Prevent editing

Students cannot edit or delete published
posts



Check to prevent students from editing or deleting

Allow anonymous responses and replies

It is not possible to grade a discussion with
anonymous posts



Check to allow anonymous posts and replies

Grade discussion

This discussion counts for a grade



Check to make this graded and open new options



Grading Settings for Discussion

Grade discussion
This discussion counts for a grade

Grading and Participation

Due Date
11/13/23 2:52 PM

Stop discussion activity after due date
After the due date, students cannot reply or edit posts

Grade category
Discussion

Grade using
Points

Maximum points
100

Additional Tools

Use grading rubric [Add grading rubric](#)

- Add due date
- Freeze discussion after due date
- Gradebook category
- Display as
- Points in Gradebook
- Assign Rubric

Groups in Discussion Boards

Additional Tools

Goals & standards

Align with goals

Assign to visible groups

Group discussion

Assign to groups

Group students Number of groups: 0

Enter your search

Custom

Randomly assign

Self-enrollment

Unassigned students

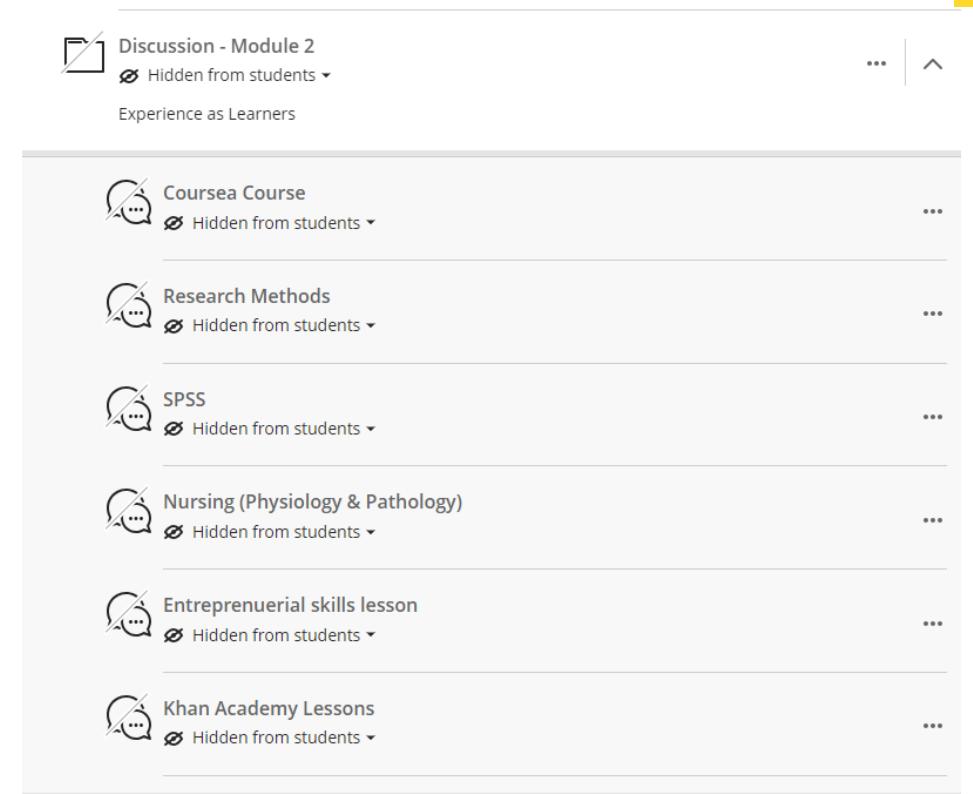
Reuse groups:

 H b t e v	Group Set: first_gc_ultra_gc_group_gc_set You can only re-use visible group sets.	<input checked="" type="checkbox"/> Hidden	...		...		...
 nt	Group Set: group exception You can only re-use visible group sets.	<input checked="" type="checkbox"/> Hidden	...		...		...
 demos_test	Group Set: New Group Set 2/26/24 You can only re-use visible group sets.	<input checked="" type="checkbox"/> Hidden	...		...		...

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

CoursePrep.EDE486.Fredericksen
Course Prep for EDE486

Content Calendar Announcements Discussions Gradebook Messages Analytics Groups

Course Faculty
Eric Fredericksen **INSTRUCTOR**

Details & Actions

- Roster [View everyone in your course](#)
- Progress Tracking [Turn off](#)
- Course Image [Edit display settings](#)
- Course is private [Students can't access this course](#)
- Attendance [Mark attendance](#)
- Books & Tools [View course & institution tools](#)
- Question Banks [Manage banks](#)

Add course schedule [Skip](#)

Course Content

- Course Overview - Start Here** [Visible to students](#)
To get started, review the information in this module.
- University Policy and Support** [Visible to students](#)
- Technology Support Information** [Visible to students](#)
- Module 1 - Faculty and Institutional Perspectives** [Visible to students](#)
January 23 - February 5
- Module 2 - Conceptual Frameworks for Online Learning** [Visible to students](#)
February 6 - February 12
- Module 3 - Instructional Design Concepts** [Visible to students](#)
February 13 - February 26

Create Item

Course Content Items

- Learning module
- Folder
- Document**
- Link
- Teaching tools with LTI connection
- SCORM package

Assessment

- Test
- Assignment

Participation and Engagement

- Discussion
- Journal**



Setting up a Journal

Magic Tricks Testing

New Journal 4/14/24

Journal Participation

Name

AI Design

Auto-Generate Journal

Hidden from students

Visibility

Initial Prompt

Save

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?

Edit Prompt

Journal Topic

prompt

...

 Edit

 Delete

Journal Settings

New Journal 11/12/23

Journal Settings

Details & Information

Grade journal ←

This journal counts for a grade

Allow users to edit and delete entries ←

Allow users to edit and delete comments ←

Additional Tools

Check to make this graded and open new options

Uncheck to prevent students from editing or deleting

Grading Settings for Journal

Details & Information

- Grade journal
This journal counts for a grade
- Allow users to edit and delete entries
- Allow users to edit and delete comments

Participation & Grading

Due date

11/13/23  2:59 PM 

Grade category

Journal

Grade using

Letter

Maximum points

100

Additional Tools

 Use grading rubric
[Add grading rubric](#)

 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

CoursePrep.EDE486.Fredericksen
Course Prep for EDE486

Content Calendar Announcements Discussions Gradebook Messages Analytics Groups

Course Faculty
Eric Fredericksen INSTRUCTOR

Details & Actions
Roster View everyone in your course
Progress Tracking Turn off
Course Image Edit display settings
Course is private Students can't access this course
Attendance Mark attendance
Books & Tools View course & institution tools
Question Banks Manage banks
Add course schedule Skip

Course Content

- Course Overview - Start Here (Visible to students)
To get started, review the information in this module.
- University Policy and Support (Visible to students)
- Technology Support Information (Visible to students)
- Module 1 - Faculty and Institutional Perspectives (Visible to students)
January 23 - February 5
- Module 2 - Conceptual Frameworks for Online Learning (Visible to students)
February 6 - February 12
- Module 3 - Instructional Design Concepts (Visible to students)
February 13 - February 26

Create Item

Course Content Items

- Learning module
- Folder
- Document**
- Link
- Teaching tools with LTI connection
- SCORM package

Assessment

- Test
- Assignment**

Participation and Engagement

- Discussion
- Journal



Setting Up an Assignment

Test Ultra Course - Lisa 2023

Name: New Assignment 8/5/24

AI Design

Auto-generate assignment

Hidden from students

Content and Settings Submissions (0) Student Activity

Instructions

Print

Assignment Settings

Due date: Tomorrow (Tue Aug 6, 2024 11:59 PM (EDT))

Grade category: Assignment

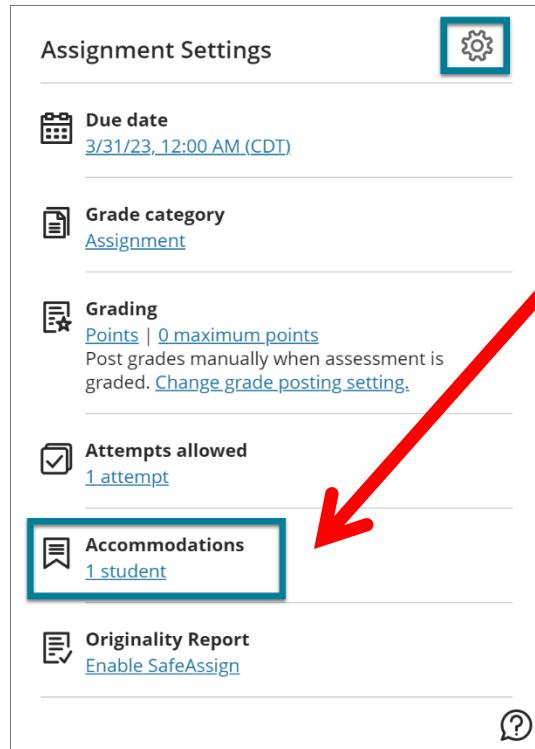
Grading: Points | 100 maximum points. Post grades manually when assessment is graded. [Change grade posting setting](#).

Attempts allowed: 1 attempt

Settings

Accommodations

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



Assignment Settings gear icon

calendar icon Due date [3/31/23, 12:00 AM \(CDT\)](#)

document icon Grade category [Assignment](#)

grading icon Grading [Points | 0 maximum points](#)
Post grades manually when assessment is graded. [Change grade posting setting.](#)

checkbox icon Attempts allowed [1 attempt](#)

document icon Accommodations [1 student](#)

document icon Originality Report [Enable SafeAssign](#)

?

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 Links

Add Media

Add File Attachments

Type null text

Instructions go here!

Cancel Save

The image shows a text editor interface with a toolbar at the top. The toolbar includes icons for bold, italic, underline, and other text styles. Below the toolbar is a text input field containing placeholder text 'Type null text' and the instruction 'Instructions go here!'. At the bottom right of the editor are 'Cancel' and 'Save' buttons. Red arrows point from the labels 'Add Links' and 'Add Media' to the corresponding icons in the toolbar. A red arrow also points from the label 'Add File Attachments' to the icon in the toolbar.

Assignment Settings

Details & Information

Details & Information

Due date

4/15/24  11:59 PM 

No due date

Prohibit late submissions

In progress attempts will be submitted automatically at the due date and time

Prohibit new attempts after due date

Students can't start new attempts once the due date and time has passed

Allow class conversations

Collect submissions offline

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

Grading & Submissions

Grade category

Assignment

Attempts allowed

1

Grade using

Points

Maximum points

100

Anonymous grading

Hide student names

Evaluation options

2 graders per student

Peer review

Delegated Grading

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.

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

Additional Tools

 Time limit
[Add time limit](#)

 New: Time Limit

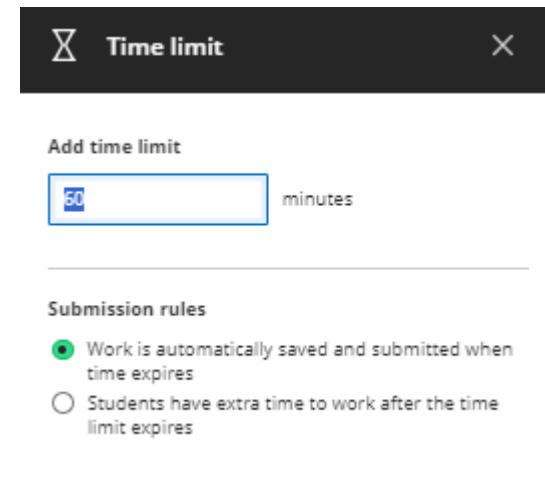
 Use grading rubric
[Add grading rubric](#)

 Grading Rubric

 Assigned groups
[Assign to groups](#)

 For Group Assignment

 Originality Report
[Enable SafeAssign](#)



Assignment Settings

Description

Description

Add a description

Maximum 750 characters



Text that will appear on content page

750 chars
No formatting

Student View of Assignment

Test Ultra Course - Lisa 2023

New Assignment 8/5/24

Details & Information

Assessment due date
8/6/24, 11:59 PM

Attempts
1 attempt left

Grading

Maximum points	100 points
----------------	------------

Assignment Instructions

Use the Homework instructions and create your own SPSS dataset from the survey responses and codebook provided. After you have completed adding the 10 responses, append 20 more cases from an existing SPSS dataset.

A Grading Rubric is below so that you can see if you have completed all of the components of this assignment.

 **HOMEWORK - Module 2.pdf** 

 **Homework2_GradingRubric.pdf** 

About these files:
CooperatingTeacherSurvey_Codebook.doc - The codebook describing the variables in this dataset
CooperatingTeacherResponses.pdf - The first 10 survey responses that you must enter into the dataset
AppendCases.sav - and SPSS dataset created by your fellow research assistant. Append these to your dataset

 **CooperatingTeacherSurvey_Codebook.doc** 

Submission

Drag and drop files here or click to add text

Details & Information

Assessment due date
8/6/24, 11:59 PM (EDT)

Attempts
1 attempt left

Grading

Maximum points	100 points
----------------	------------

View instructions

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...

Selected course items will be used to help improve suggestions.

Desired cognitive level

Inspire me!

Complexity

Low  High

Generate assignment title

Auto-Generate Journal

Define the journal

Description

Enter a description or set of keywords...

Selected course items will be used to help improve suggestions.

Desired cognitive level

Inspire me!

Complexity

Low  High

Generate journal title

Magic Tricks Testing

Auto-Generate Discussion

Define the discussion

Description

Enter a description or set of keywords...

Selected course items will be used to help improve suggestions.

Desired cognitive level

Inspire me!

Complexity

Low  High

Generate discussion title

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's intrigue. Describe the trick in detail, analyzing how the magician created the illusion. Discuss any insights you gained about the art of magic. How does this relate to cognitive processes?

Cognitive level: Evaluate

Decoding Misdirection

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

Cognitive level: Analyze

Magic in Everyday Life

Consider ways in which magic tricks can be applied in real-life situations or problem-solving. How can a magic trick be used to solve a problem or enhance an experience. Provide a step-by-step description of the process of 'Apply'. Support your response with a reference list of reliable sources from at least three credible 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 learn
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



Create a Test

CoursePrep.EDE486.Fredericksen

Course Prep for EDE486

Content Calendar Announcements Discussions Gradebook Messages Analytics Groups

Course Faculty
Eric Fredericksen INSTRUCTOR

Details & Actions

- Roster [View everyone in your course](#)
- Progress Tracking [Turn off](#)
- Course Image [Edit display settings](#)
- Course is private [Students can't access this course](#)
- Attendance [Mark attendance](#)
- Books & Tools [View course & institution tools](#)
- Question Banks [Manage banks](#)

Add course schedule [Skip](#)

Course Content

- Course Overview - Start Here** [Visible to students](#)
To get started, review the information in this module.
- University Policy and Support** [Visible to students](#)
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- Module 1 - Faculty and Institutional Perspectives** [Visible to students](#)
January 23 - February 5
- Module 2 - Conceptual Frameworks for Online Learning** [Visible to students](#)
February 6 - February 12
- Module 3 - Instructional Design Concepts** [Visible to students](#)
February 13 - February 26

Create Item

Course Content Items

- Learning module
- Folder
- Document
- Link
- Teaching tools with LTI connection
- SCORM package

Assessment

- Test 
- Assignment

Participation and Engagement

- Discussion
- Journal

Setup a Test

Course Prep for EDE486

Name **Visibility**

New Test 10/26/23   

Name your test 

Engaging and specific titles help students know what to expect. You can edit the title at any time.



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

Add Items to Test

- ❖ Auto-generate question
- ⊕ Add question pool
- ⊕ Add Calculated Formula question
- ⊕ Add Calculated Numeric question
- ⊕ Add Essay question
- ⊕ Add Fill in the Blank question
- ⊕ Add Hotspot question
- ⊕ Add Matching question
- ⊕ Add Multiple Choice question
- ⊕ Add True/False question
- ⊕ Add Jumbled Sentence question
- ⊕ Reuse questions
- ⊕ Upload questions from file
- Ⓣ Add text
- ⊕ Add local file
- ⊕ Add Page Break

AI Design – Generate Question

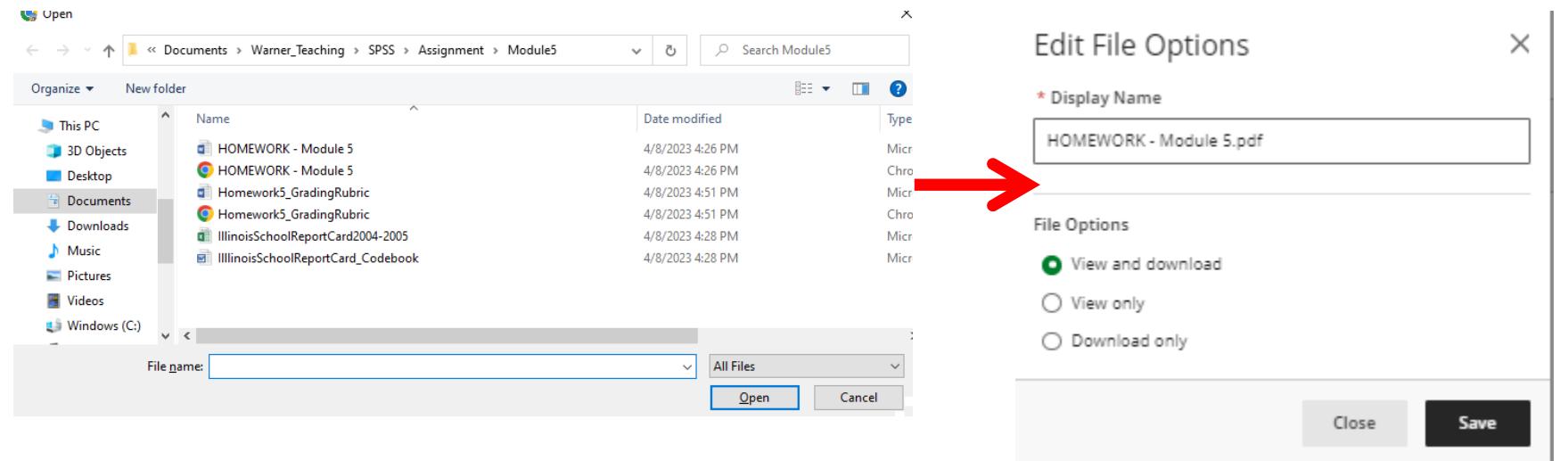
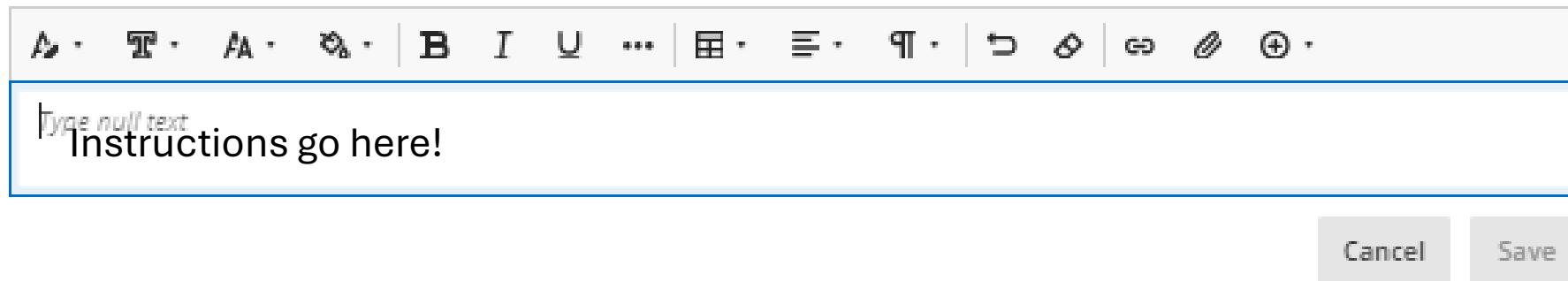
Create TEST questions

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



Allow students to add content at end of assessment

Students can add text, images, and files here.

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



Add Questions - Types

- ❖ Auto-generate question
- ⊕ Add question pool
- ⊕ Add Calculated Formula question
- ⊕ Add Calculated Numeric question
- ⊕ Add Essay question
- ⊕ Add Fill in the Blank question
- ⊕ Add Hotspot question
- ⊕ Add Matching question
- ⊕ Add Multiple Choice question
- ⊕ Add True/False question
- ⊕ Add Jumbled Sentence question
- ⊕ Reuse questions
- ⊕ Upload questions from file
- ⊕ Add text
- ⊕ Add local file
- ⊕ Add Page Break

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

Magic Tricks Testing 😊

Auto-Generate Questions

Define questions

Description

Enter a short description, learning objectives, or topic...

Select course items

Selected course items will be used to help improve suggestions.

Question Type

Inspire me!

Complexity

Low ————— High

Number of questions

1 ————— 10

Advanced options

Generate

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

Question 1

Which one of the following magic tricks is also known as 'the French drop'?

(A) Levitation Trick

(B) Sawing a Person in Half Trick

(C) Rabbit from a Hat Trick

(D) Vanishing Coin Trick

Correct answer

Question 2

True or False: Houdini was known for his escapology acts.

True

False

Correct answer

Question 3

Explain the concept of misdirection in magic tricks and provide an example.

Example of a correct response

Misdirection in magic refers to the technique of diverting the audience's attention away from the secret move or method used to

Automated Feedback on Questions

Automated Feedback Available after submission 

CORRECT ANSWER FEEDBACK

Feedback

INCORRECT ANSWER FEEDBACK
This feedback also applies to partial credit answers

Feedback

Cancel **Save**

Student View

Autograded Test

Details & Information

Assessment due date
11/13/23, 12:00 AM

Attempts
0 attempts left

Grading

Your Grade
60 / 80

Assessment Results

Submission View
Available now

Automated Question Feedback
Available now

Question Scores
Available now

Correct Answers
Available now

Score or Grade

Feedback options

Correct Answers

Question 1

Earth is the fourth planet from the sun

True

False

Feedback
Great job

Question 2

If $5x + 32 = 4 - 2x$, what is the value of x ?

Show answer choices

Feedback
Great job

Incorrect Answers

Question 7

If a small glass can hold 10 ounces of water, and a large glass can hold 24 ounces of water, what is the total number of ounces in 4 large and 3 small glasses of water?

Round your answer to 0 decimal places.

Your Answer: 136

Incorrect
The answer is 126.

Feedback
Review your math.

Question 8

If the average human body temperature under normal conditions ranges between 36.5 and 37.5 degrees Celsius, what is the average human body temperature in degrees Fahrenheit?

Your Answer: 100

Incorrect
The answer is 98.6 ± 0.5 .

Feedback
Review your Celsius to Fahrenheit formula

Test Settings

Details & Information

Details & Information

Due date

4/17/25  11:59 PM 

No due date

Prohibit late submissions

In progress attempts will be submitted automatically at the due date and time

Prohibit new attempts after due date

Students can't start new attempts once the due date and time has passed

Allow class conversations

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

Grading & Submissions

Grade category

Test

Attempts allowed

1

Grade using

Points

Maximum points

0

You can't edit the maximum points for an assessment that contains individually scored questions

Anonymous grading

Hide student names
You can't hide student names because automatic grade posting is turned on.

Evaluation options

Delegated Grading

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.

← 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

Assessment results

Automated feedback, scores and answers availability conditions will apply after the student submission is visible.

 **Submission View**
[Available after submission](#)



Students can see what they submitted – When?

 **Automated Question Feedback**
[Available after submission](#)



Students can see the feedback

 **Question Scores**
[Available after individual grade is posted](#)



Students can see the scores per question

 **Correct Answers**
[Available after individual grade is posted](#)



Students can see the correct answers

Options for Assessment Results

Allow students to view their submission

After submission

- After submission
- After individual grade is posted
- After due date
- After all grades are posted
- On specific date
- One time

Show question scores

After all grades are posted

- After individual grade is posted
- After due date
- After all grades are posted
- On specific date

Submission feedback settings

Automated feedback, scores and answers availability conditions will apply after the student submission is visible.

Show automated feedback

After submission

- After submission
- After due date
- After all grades are posted
- On specific date

Show correct answers ⓘ

After all grades are posted

- After individual grade is posted
- After due date
- After all grades are posted
- On specific date

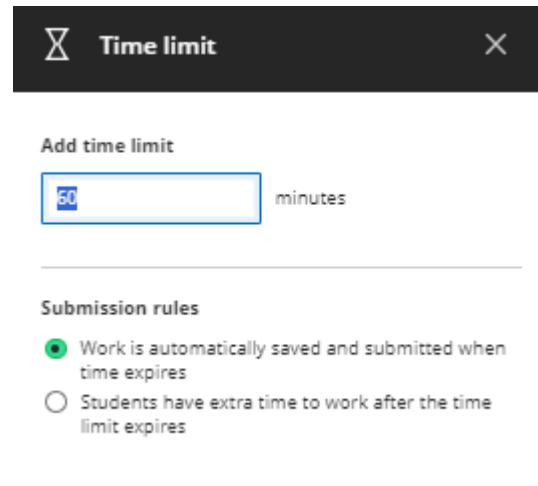
Test Settings

Additional Tools

Additional Tools

 Time limit
[Add time limit](#)

 Time Limit



 Assigned groups
[Assign to groups](#)

 For Group Test

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

Test Settings

Description

Description

Add a description



Maximum 750 characters

Text that will appear on content page

750 chars
No formatting

Access to Question Banks

Reuse Questions

Test Content

instructions

Allow students to add content at end

Submission

Students can add text, images, and files here

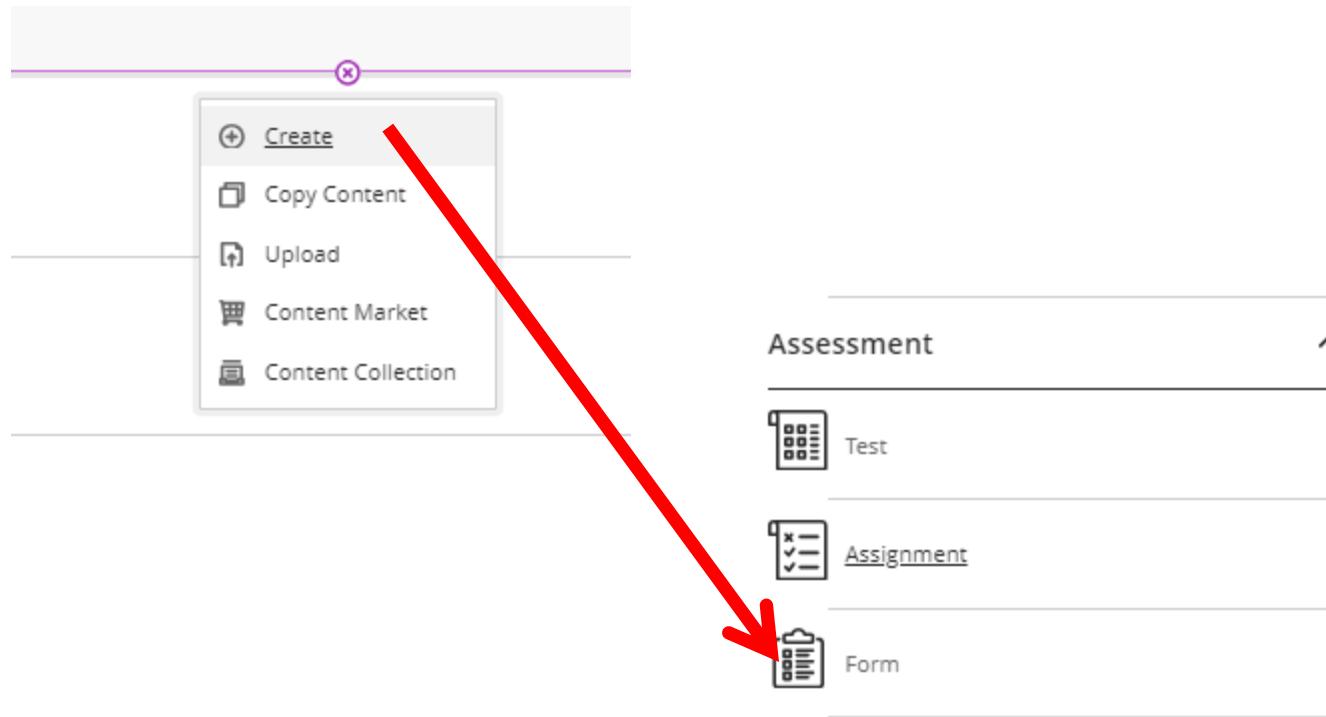
- Auto-generate question
- Add question pool
- Add Calculated Formula question
- Add Calculated Numeric question
- Add Essay question
- Add Fill in the Blank question
- Add Hotspot question
- Add Matching question
- Add Multiple Choice question
- Add True/False question
- Reuse questions 
- Upload questions from file



How to Create a Form (Surveys)



Create a Form

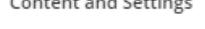


Setting up a Form

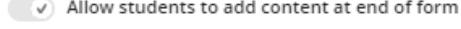
Test Ultra Course - Lisa 2023

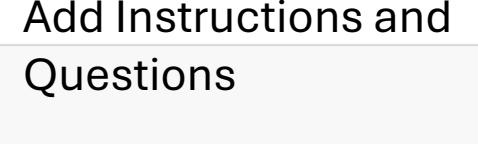
New Form 8/5/24 

Name 

Content and Settings  Submissions (0) Student Activity

 Create your form
Select the plus icon to get started 

Allow students to add content at end of form 

Students can add text, images, and files here. 

Add Instructions and Questions

Assessment Settings 

Settings 

Due date Tomorrow Tue Aug 6, 2024 11:59 PM (EDT)

Grade category Form

Grade Form isn't graded

Attempts allowed 1 attempt

Add Text - Instructions

Create your form
Select the plus icon to get started

Content at
s, and file X

- Add Essay question
- Add Likert question
- Add Multiple Choice question
- Add True/False question
- Reuse questions
- Add text
- Add local file
- Add Page Break

Form Content Print

Allow students to add content at end of form

Cancel Save



Add Questions

Create your form

Select the plus icon to get started

- Content at
- +, and file
-  Add Essay question
-  Add Likert question
-  Add Multiple Choice question
-  Add True/False question
-  Reuse questions
-  Add text
-  Add local file
-  Add Page Break



Choose Question Types

Essay Question
Likert Scale
Multiple Choice
True/False

Form Settings

Details & Information

Details & Information

Due date

8/6/24  11:59 PM 

No due date

Prohibit late submissions

In progress attempts will be submitted automatically at the due date and time

Prohibit new attempts after due date

Students can't start new attempts once the due date and time has passed

Allow class conversations

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

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
form questions



Note – this is for all MC
questions!

Form Settings

Grading & Submissions

Grading & Submissions

Grade form

Grade category

Form

Attempts allowed

1

Grade using

Points

Maximum points

100

Anonymous 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

Additional Tools

 Assigned groups
[Assign to groups](#)



For Group Form

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

Form Settings

Description

Description

Add a description

Maximum 750 characters



Text that will appear on content page

750 chars
No formatting



How to Add Other Integrated Tools

Through Books & Tools

Books & Course Tools

Instructor tools



Available tools

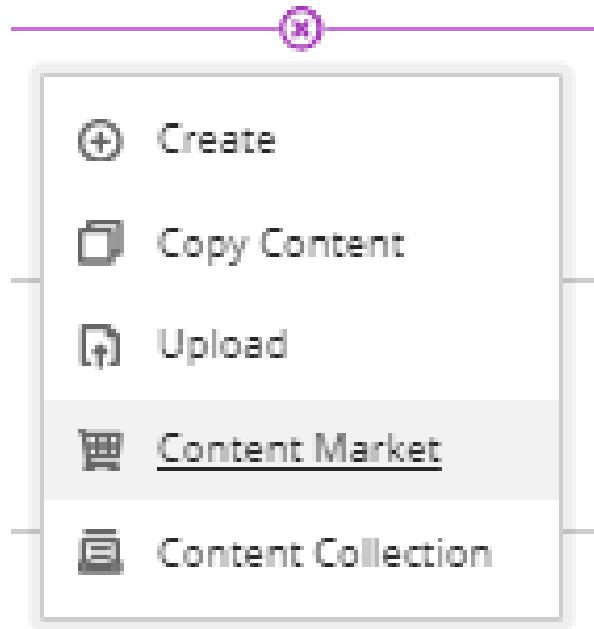
AEFIS tools	View syllabus, evaluations, asse...
Echo360	
Gradescope	
LibGuides	
Noteflight	Online music notation tool

Click the card to access the tool

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

P	Perusall Course Tool The Perusall social learning plat...
Piazza	
ProctorU	
Qwickly Attendance Tool	
Taskstream LTI	
URMC OneNote Class Notebook	
Zoom Meeting Manager	

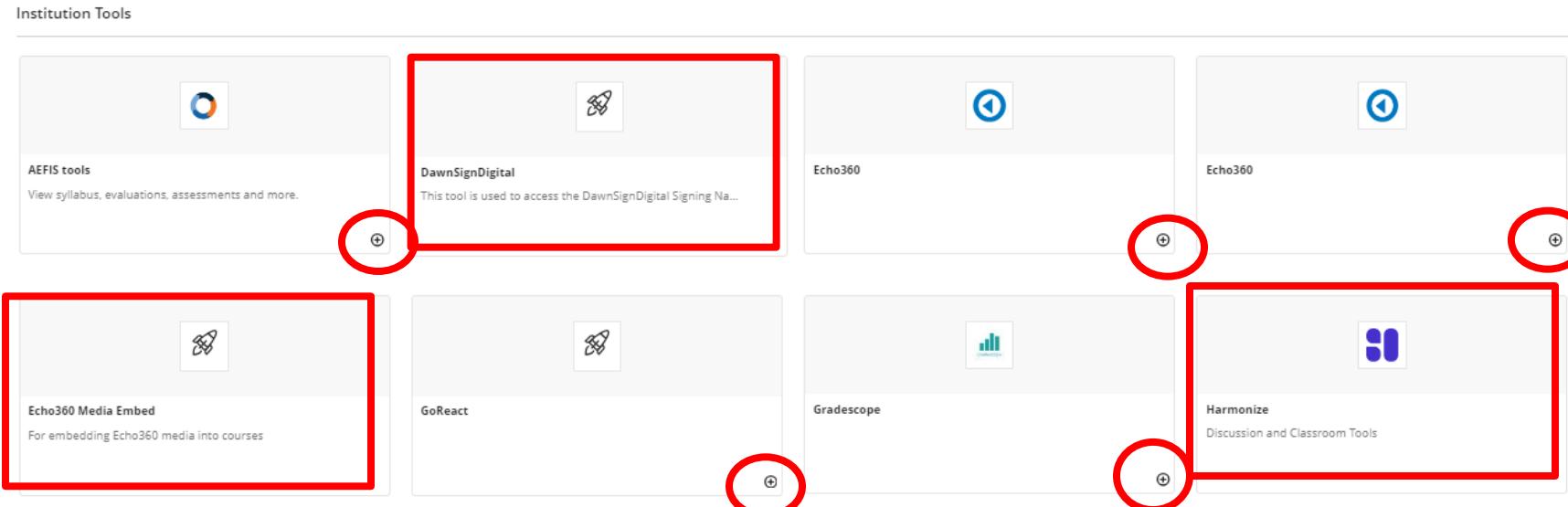
Visit the Content Market (Recommended)



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

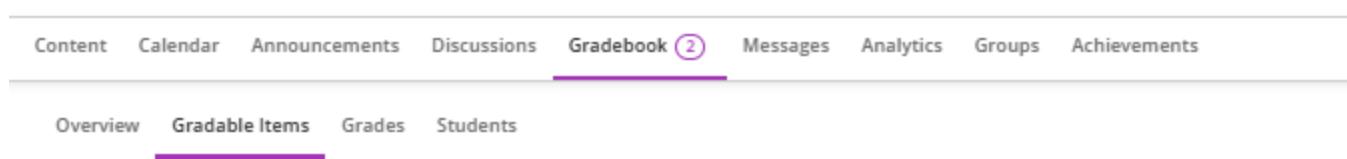
- DawnSign
- Echo360
- Feedback Fruits
- GoReact
- Gradescope
- Harmonize
- Heliocampus
- JoVE
- LabArchives
- Macmillan
- MATLAB
- McGraw Hill
- MyOpenMath
- OpenStax
- Panopto
- Pearson
- Perusall
- PlayPosit
- Qwickly Attendance
- SAGE
- Vocareum
- Voicethread
- Yellowdig
- Zoom

Setting up the Gradebook



Four Views

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



Gradebook - Overview

Needs grading 2			
Item	Due Date	Oldest ungraded	
 Group Assignment Testing - ... 2 to grade	12/28/24, 11:59 PM	10/30/24, 9:02 AM	Grade now (2)

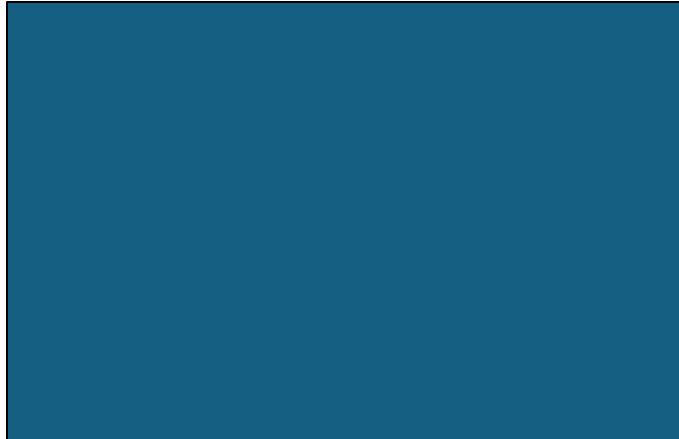
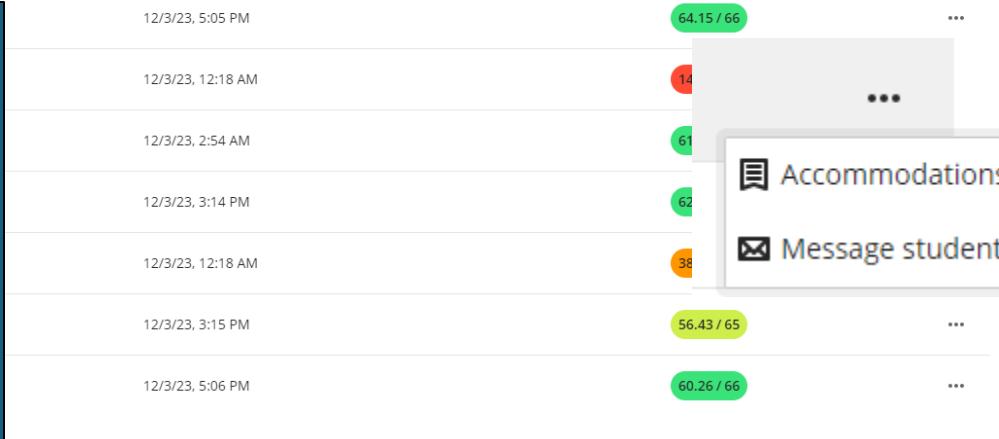
Needs posting 1			
Students won't see their grades until posted.			
Item	Due Date		
 Group Assignment Testing - ... 1 to post	12/28/24, 11:59 PM		Post now (1)

Gradebook - List

Similar to Manage – Column Organization

Icon	Name	Category	Due Date	Status	Posted?	Options
	Item	Category	Due Date	Status	Post	
	Overall Grade	No Category	Due Date	Grading Status	Post	
	avg assignments	No Category	Due Date	Grading Status	Post	
	New Calculation 2/5/25	No Category	Due Date	Grading Status	Post	
	Essential Questions: Module 4 0 of 5 submitted	No Category	Due Date	Grading Status	Post	
	PeerReview 5 missing 1 of 6 submitted	No Category	11/22/24, 1:00 PM	Complete	Post	
	Mentor stuff	Assignment	10/24/24, 1:28 PM	1 to grade	Post 5 grades	

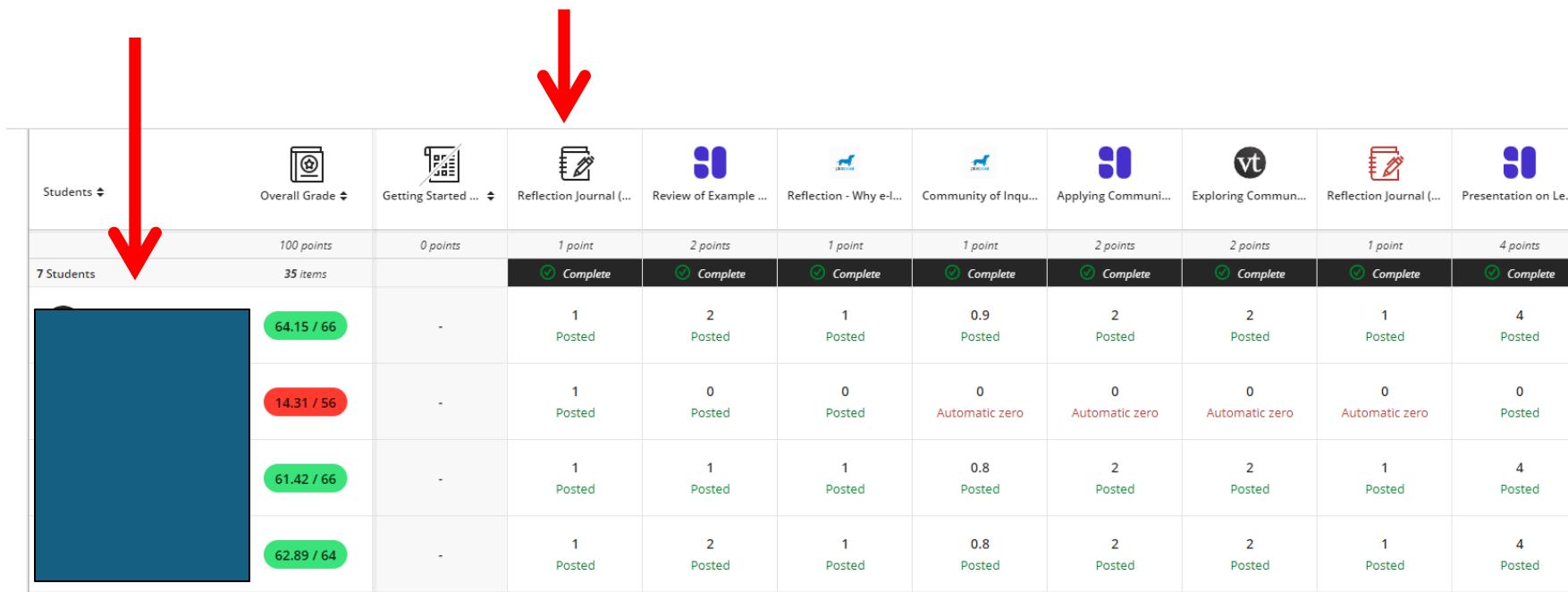
Gradebook - Students

Full Name	User Name	Last Access Date	Overall Grade	Options
				

Gradebook – Grades (Grid View)

Student Names

Icon and Name



Overall Grade

Getting Started ...

Reflection Journal ...

Review of Example ...

Reflection - Why e-l...

Community of Inqu...

Applying Commun...

Exploring Commun...

Reflection Journal ...

Presentation on Le...

Students	Overall Grade	Getting Started ...	Reflection Journal ...	Review of Example ...	Reflection - Why e-l...	Community of Inqu...	Applying Commun...	Exploring Commun...	Reflection Journal ...	Presentation on Le...
7 Students	100 points	0 points	1 point	2 points	1 point	1 point	2 points	2 points	1 point	4 points
	35 items		Complete	Complete	Complete	Complete	Complete	Complete	Complete	Complete
	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	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



Gradebook

Filters

Students

Search by first name or last name

Groups

Search by group

Gradable Items

Search gradebook

Assessment Type

Formative

Summative

Categories

Assignment

Discussion

Exam

Extra or Bonus

Final Reflection

Group Project

Filter

Search

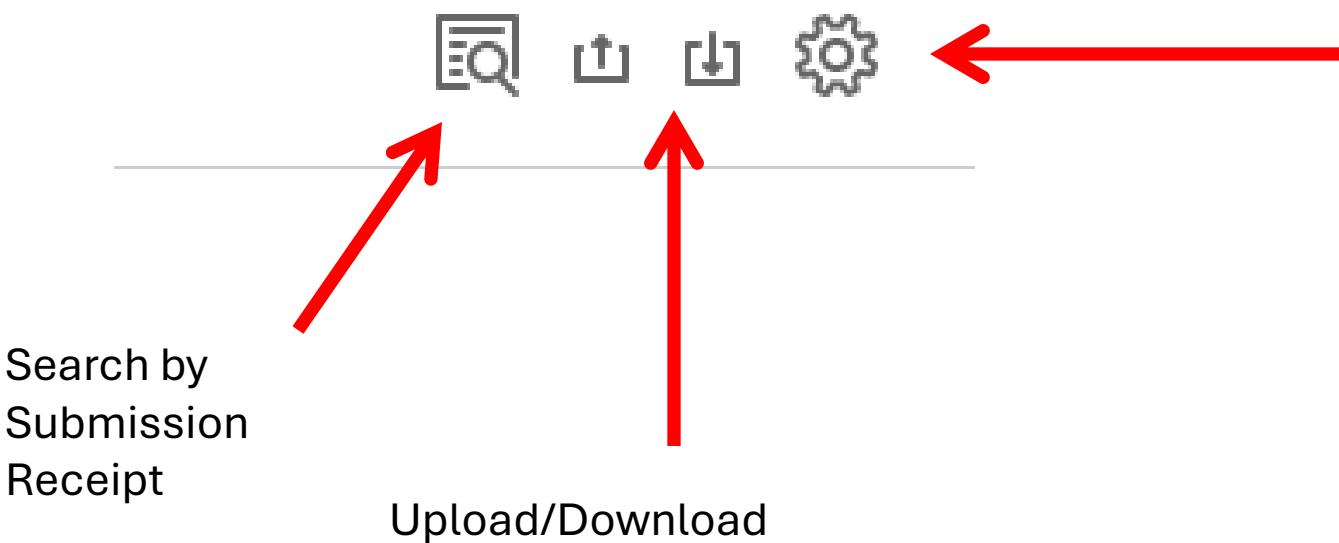
Up

Down

Settings

 Action Journal (...)	 Presentation on Le...	 Ten Core Proj...
1 point	4 points	2 points

Grid View - Options



Gradebook Settings

Grade Schemas / Student Performance

See and Edit Grading
Schemas



Set Performance
Criteria for
Notifications



Gradebook Settings

Grade Schemas

Grading schemas map percentages to letter grades or some other notation for reporting performance.

[Manage Grade Schemas](#)

Student Performance

Receive alerts in your activity stream about student performance and activity

Number of days a student is inactive

5

When a student's overall grade percentage is below

Enter a grade percentage

[View Course Activity](#)

Send activity stream alerts to students based on these settings

Example Grade Schema

Grade Schemas + Add

Pass-Redo

Grade Schemas used in course items or overall grade can't be deleted.

Grade Name	Grade Range %	...
Perfect	99% and 100%	...
Continue but Review	80% and less than 99%	...
Resubmit Required	0% and less than 80%	...

Gradebook Settings

Automatic Zeros / Overall Grade

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

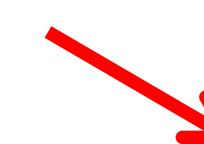
Setup Overall Grade
Column
More in Workshop 3

Automatic Zeros

Assign automatic zeros for past due work
*Students can submit late to update their grades.
Students with due date accommodations aren't affected.*

Overall Grade

[Manage overall grade settings](#)



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](#)

Item Management

Manage gradebook items in this course.

Search item 0 of 44 items hidden

<input type="checkbox"/> Item	Category	Due Date	Student visibility	Instructor visibility
<input type="checkbox"/> Overall Grade	No Category	—	Visible	<input checked="" type="checkbox"/>
<input type="checkbox"/> avg assignments	No Category	—	Hidden	<input checked="" type="checkbox"/>
<input type="checkbox"/> New Calculation 2/5/25	No Category	—	Visible	<input checked="" type="checkbox"/>
<input type="checkbox"/> Essential Questions: Module 4	No Category	—	Hidden	<input checked="" type="checkbox"/>
<input type="checkbox"/> PeerReview	No Category	11/22/24 1:00 PM	Visible	<input checked="" type="checkbox"/>

Visible to Students

Visible to Instructor

Gradebook Settings

Categories

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

Create Your Own Categories

Instructor-Created Categories

Blackboard's Categories



Grade Categories

Grade categories are groups of similar coursework. You can add custom categories to the gradebook.

[Add New Category](#)

<input type="checkbox"/>	Group Project	...
<input type="checkbox"/>	Final Reflection	...
<input type="checkbox"/>	Individual Project	...
<input type="checkbox"/>	Participation or Community	...
<input type="checkbox"/>	Extra or Bonus	...
	Quiz	
	Presentation	
	Homework	
	Exam	

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

Journal - Module 5

Journal Settings

Details & Information

Grade journal
This journal counts for a grade
 Allow users to edit and delete entries
 Allow users to edit and delete comments

Participation & Grading

Due date: 11/27/23, 11:59 PM

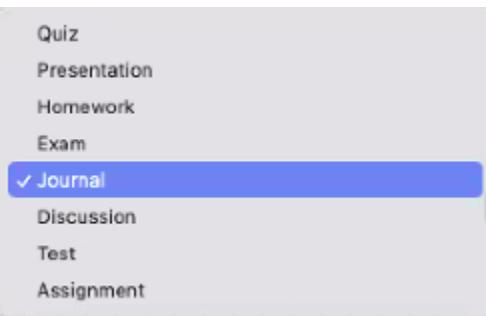
Grade category: **Journal** (highlighted with a red arrow)

Grade using: Points

Maximum points: 5

Additional Tools

Use grading rubric
[Add grading rubric](#)



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?

