Advanced Blackboard

Discussion Boards and Online Quizzes, 2014 Edition

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Discussion Boards

Adding a Discussion Board

If you are not teaching a Web or Blended course, you'll need to add your own Discussion Board link.

You can access it here under Course Tools.

Or select "Add Course Link" to add Discussion Board to the menu items under Announcements.

Adding a Forum

- To allow students to participate, you need to add a Forum: for instance, one for questions about the course.

- Create a different forum for each purpose. Don't use the same one to ask questions about the course, that you use for weekly grading.
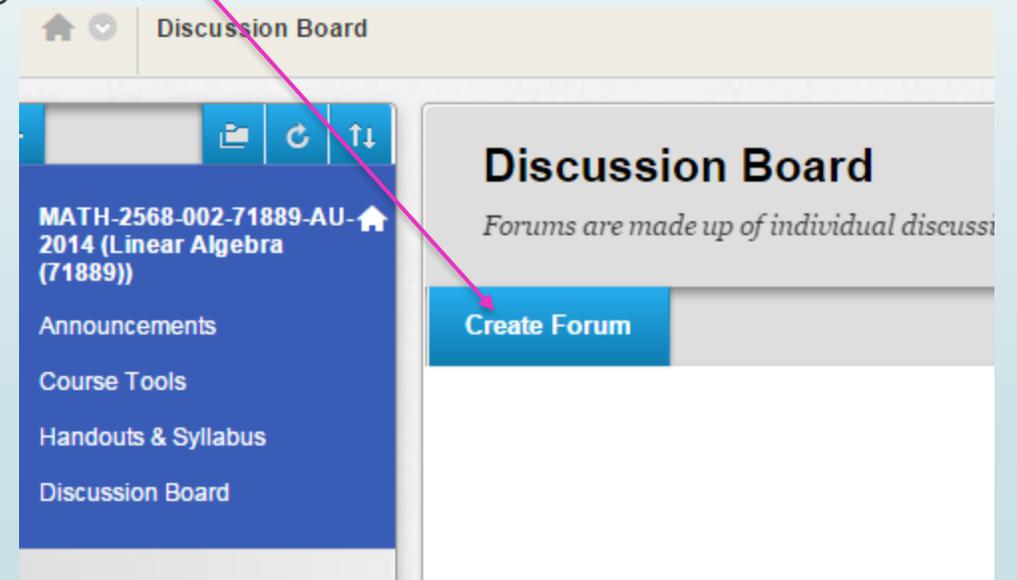
Forum Setup

- Create a descriptive name for your forum
- Describe it's purpose. If some forums are graded and some are not, note that here, too.
- You can time forums to open and close at specific times. This is particularly helpful if you are using it to let students submit assignments or group work.
- Select the options that you want. You can limit attachments, who can delete, and other settings.
- If you select grading as an option, it will create a space in the gradebook for the forum.
- If you select the subscription feature, you and students and subscribe to get emails when a new post is made. This can eliminate the need to check "just in case" someone has a question.

Forum Settings

If a Due Date is set, submissions are accepted after this date, but are marked late.

Viewing Threads/Replies
- ⦿ Standard View
- ◯ Participants must create a thread in order to view other threads in this forum.

If participants are required to create threads in order to view other threads in the forum, they cannot delete or edit their own posts, and cannot post anonymously. Those options will be set for you automatically.

Grade
- ⦿ No Grading in Forum
- ◯ Grade Discussion Forum: Points possible: [   ]
- ◯ Grade Threads

Subscribe
- ◯ Do not allow subscriptions
- ◯ Allow members to subscribe to threads
- ⦿ Allow members to subscribe to forum
  - ◯ Include body of post in the email
  - ⦿ Include link to post

Create and Edit
- ☐ Allow Anonymous Posts
- ☐ Allow Author to Delete Own Posts
  - ◯ All posts
  - ⦿ Only posts with no replies

- ☐ Allow Author to Edit Own Published Posts
- ☑ Allow Members to Create New Threads
- ☑ Allow File Attachments
- ☑ Allow Users to Reply with Quote
- ☐ Force Moderation of Posts

Additional Options
- ☐ Allow Post Tagging
- ☐ Allow Members to Rate Posts

Adding a Thread & Subscribing

- You should make the first post in the forum to get things started, even if it seems redundant. Click on the name of the forum and then select Create Thread.

Questions   Do you have questions about the course? Due dates? Points? You can ask those here. Remember, everyone can read what you post here. If you want the question and answer to be private, send me an email. This forum is not graded.   0   0   0

- If you selected the Subscription option, you can click subscribe here to so that you get the emails about new posts.
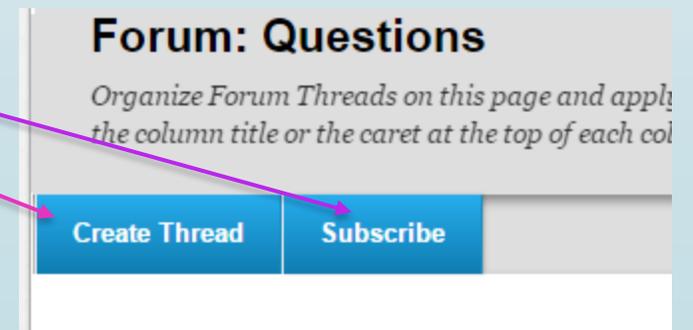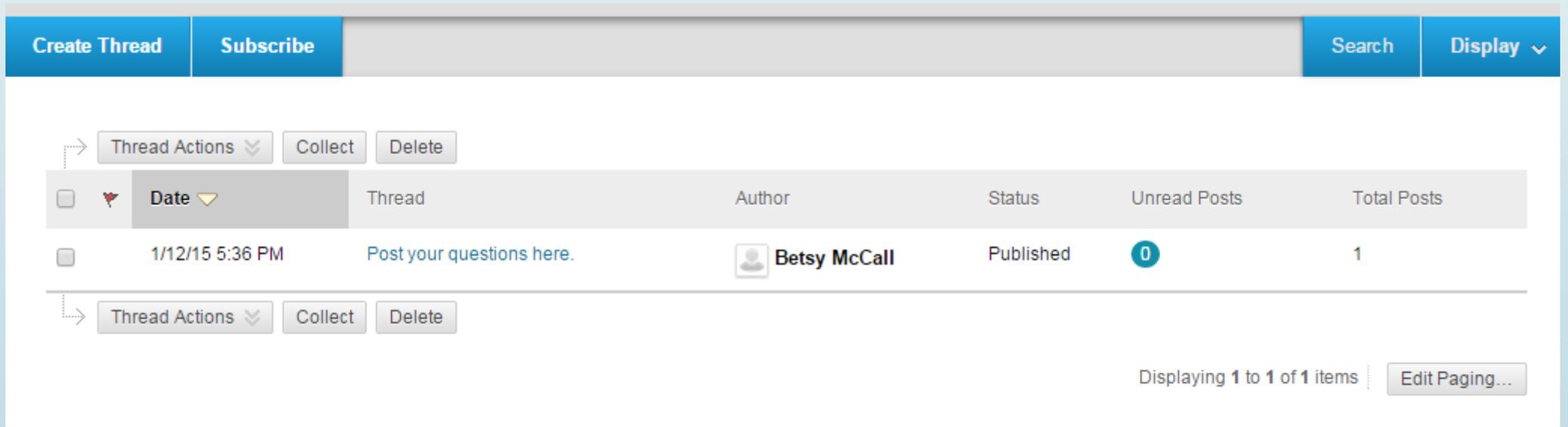
Forum: Questions

Organize Forum Threads on this page and apply the column title or the caret at the top of each col

Create Thread | **Subscribe**

Create a Thread

- If you want to attach files to a forum, you need to do so at the thread level.

- Threads help organize discussions. If you wan students to start a new thread for each new topic, you can give those directions here.

- If you subscribe before you post the first thread topic, you'll get an email when it goes up to let you know the subscription is working.

Create Thread	Subscribe				Search	Display ∨

		Thread Actions ∨	Collect	Delete		
☐	⌄	**Date** ▽	Thread	Author	Status	Unread Posts	Total Posts
☐		1/12/15 5:36 PM	Post your questions here.	👤 **Betsy McCall**	Published	0	1

	Thread Actions ∨	Collect	Delete	

Displaying **1** to **1** of **1** items Edit Paging…

Using Discussions to Drive Learning Outside the Classroom

- If you are teaching a Web or Blended course, you can use the discussion board as your "classroom". Students can post questions they might ask in class. You can also have students answer questions you might ask them in class.

- Classes with collaborative lab activities can be done asynchronously.

- Students can work on projects by sharing files and ideas.

- Students can share resources.

- You can encourage participation by grading the discussions: be sure to provide a clear grading rubric.

- Warning: Participation does tend to fall off over time in semester-long courses.

Online Quizzes & Tests

Creating Quizzes in Blackboard

- While many of our course textbooks come with supporting software such as MyMathLab, Stats Portal, ALEKS, WebAssign, or other sites, sometimes we may want to develop our own questions and deliver those assessments online. Or we may be teaching a course that does not come with these online tools.

- Blackboard allows us to write our own questions in several formats, some which can be machine-graded.

- Some test bank programs allow us to upload test bank questions to Blackboard (such as TestGen).

- You can also write questions to be graded by hand later on.

- If you build a make-up test in Blackboard, the Testing Center can proctor the test and it will be available for you to grade as soon as it's completed.
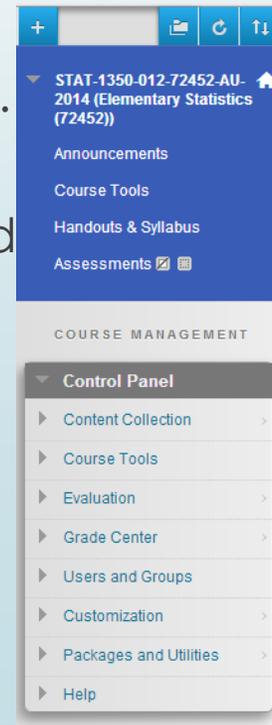
Building a Quiz

- Go to the folder where you want the quiz (or other assessment) to be posted.

- Click on Assessments and select the type of test to be created.

- We'll choose Test for the example.

- We'll select Create new test on the next screen.

- Choose a name for the Test, like Quiz #1.

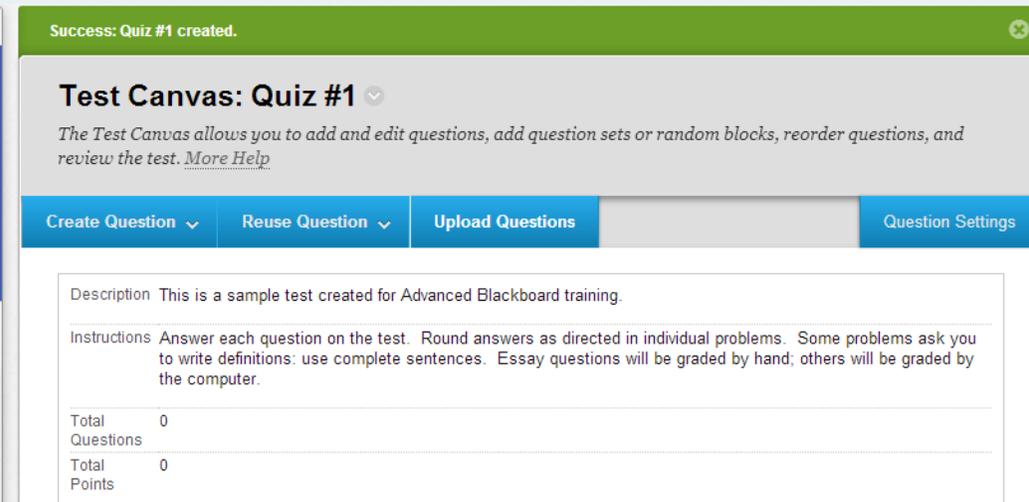- You can post a description and general instructions here.
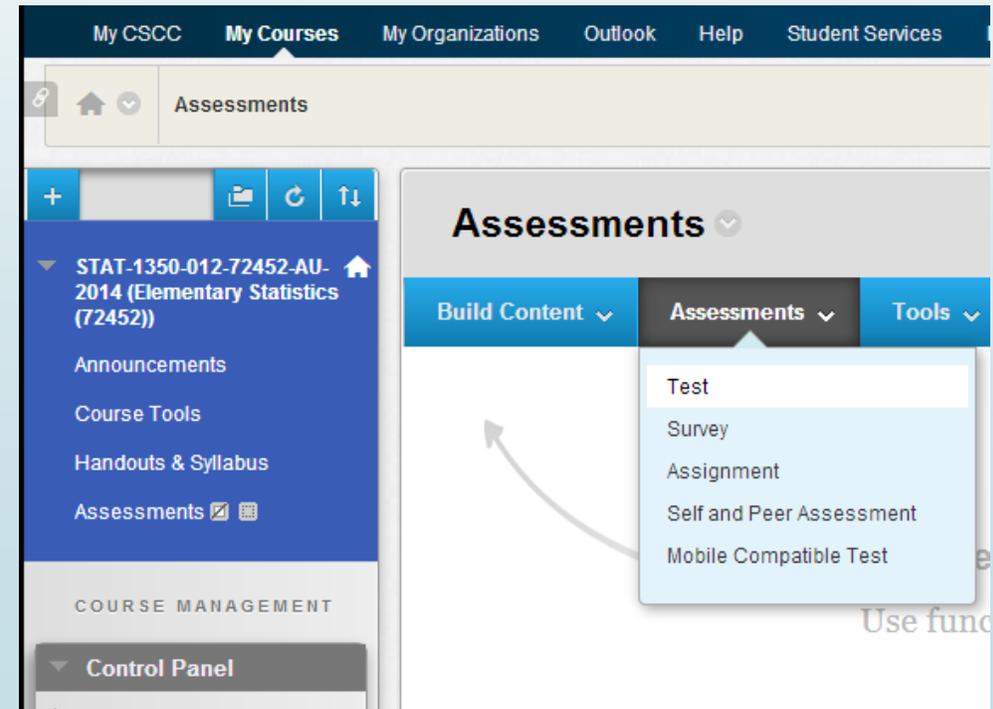
New Quiz

- Once the quiz is created the directions and description will display and the number of questions it contains.

- Now we can create our questions.

- We can also upload questions from this screen.

- If you've created other assessments in Blackboard you can also reuse questions from other quizzes.

Question Types

- When you click on Create Question, there are many options for question types.

- The easiest machine graded questions to create for math are
  - Calculated Numeric
  - Either/Or
  - True/False
  - Matching
  - Multiple Answer
  - Multiple Choice

- I use essay questions for definitions, or "show work" questions.

Create Question ⌄   Reuse

Calculated Formula
Calculated Numeric
Either/Or
Essay
File Response
Fill in Multiple Blanks
Fill in the Blank
Hot Spot
Jumbled Sentence
Matching
Multiple Answer
Multiple Choice
Opinion Scale/Likert
Ordering
Quiz Bowl
Short Answer
True/False
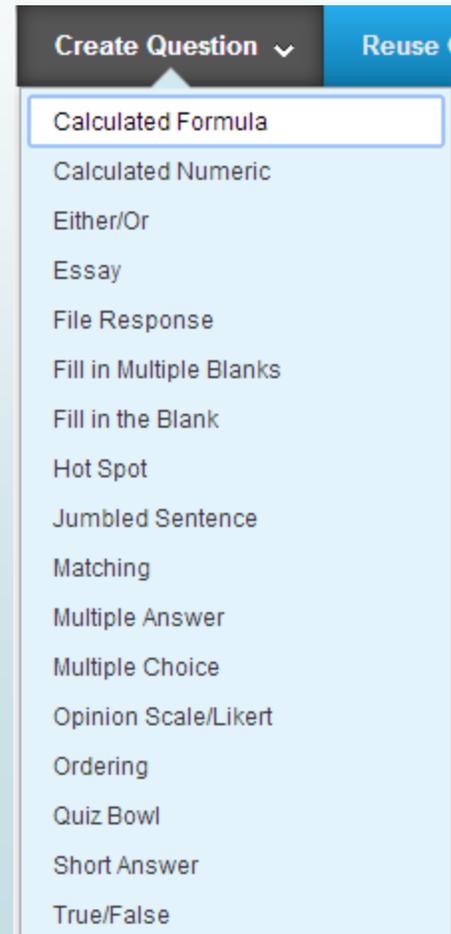
Add Calculated Numeric

- Let's create a calculated numeric, which is a typical math problem. The student is to submit a numerical answer.

- You can write your equations in Word and copy them into Blackboard. The Equation Editor, however, will not copy.

- You can enter a range if you want students to round, or make the range zero if the answer must be exact.

- The next section lets you give feedback on both correct or incorrect answers.

Multiple Choice

- When doing a multiple choice problem, try to make the alternative wrong answers common mistakes. Generate them from sign errors or other arithmetic problems that show up frequently. Generally one error per answer choice is best.

- There are options for numbering choices, and vertical or horizontal orientation.

- Always choose Show Answers in Random Order, otherwise you will have to scramble them yourself.

1. Question

Question Title [Factoring]

✳ Question Text

| T | *T* | T̲ | -- Font fami ▼ | -- Font size ▼ | T ▾ | ☰ ▾ | ☷ ▾ | ABC ▾ | 🔗 | 🔗 |

Factor the expression x^2-5x+6. Which of the following is the correct factorization?

2. Options

If partial credit is allowed, each incorrect answer can specify what percentage of the to

Answer Numbering   [None   ▼]
                      None
Answer Orientation   Arabic Numerals (1, 2, 3)
                      Roman Numerals (I, II, III)
                      Uppercase Letters (A, B, C)
Allow Partial Credit Lowercase Letters (a, b, c)

Show Answers in Random Order ☑

Multiple Choice

- The default is 4 choices, but you can change the number.

- Use the number you think is best. The more plausible the answer choices the better the question.

- More answers means less passing by guessing.

- You can only give general incorrect feedback.

Essay

➤ I use the essay question to have students write definitions. This gives more space for students than the Short Answer question, which can also be used.

➤ Another good problem type for this question is to work out a problem for students and ask them to find the mistake. Have them explain where it's wrong and why. Or ask them to explain the steps to solve a problem in words.

➤ These questions are not machine-scored.

1. Question

Question Title   [parameter vs. statistic]

✱ Question Text

| T | *T* | T̲ | Arial | ▼ | 3 (12pt) | ▼ | T ▼ | ☰ ▼ | ☰ ▼ | ✓ ▼ | 🔗 | ⮾ | | 🖥 | i | ⛶ | ⌄ |

In our Reece's Pieces lab, we measured out 100 candies and found the proportion of orange candies. Use this context to explain the difference between a parameter and a statistic.

2. Answer

Enter an answer to provide an example of a correct response.

| T | *T* | T̲ | Arial | ▼ | 3 (12pt) | ▼ | T ▼ | ☰ ▼ | ☰ ▼ | ✓ ▼ | 🔗 | ⮾ | | 🖥 | i | ⛶ | ⌄ |

The proportion of orange candies in our sample of 100 is the statistic. The parameter is the proportion of all orange candies among all Reece's Pieces produced.

Other Options

- Experiment with other question types to see which you like best.

- Save questions you've created to reuse.

- Some test bank programs can allow you to upload questions into Blackboard. Check that the program is compatible with the current version of Blackboard.

- You can also copy and paste text-based questions from printable test banks.

- Convert equations to images to use them in problems.

Make the test Available

- Once you are done completing your quiz, make the test available so students can take it.

- Select Yes to make the test available.

- You can post an announcement.

- Set the number of attempts and how to record multiple scoring attempts.

- Set the timer or leave unlimited time.

- You can set a date for it to become available later and close on a particular date.

- Keep scrolling down for even more options.

2. **Test Availability**

Make the link available   ○ Yes   ● No

Add a new announcement for this test   ○ Yes   ● No

☐ Multiple Attempts
   ○ Allow Unlimited Attempts
   ○ Number of Attempts [ ]

Score attempts using   [Last Graded Attempt ▼]

☐ 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.

[60] 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 [01/16/2015] [📅] [01:16 AM] [⊘]
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

☐ Display Until [01/16/2015] [📅] [01:17 AM] [⊘]
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Assessments ⌄

[Build Content ⌄]   [Assessments ⌄]   [Tools ⌄]   [Partner Content]

Quiz #1
This is a sample test created for Advanced Blackboard training.

Open for questions!

Special thanks to Kristi Schmid for her assistance!