Making a Test Available to Students

Once you have created a Blackboard test, you can deploy it to an area of the course where students can access it. The test automatically becomes an item in your Grade Center. Students take the test online according to the test options settings you indicate.

Before you deploy your test, we recommend reviewing the Test Creating Tips best-practices guide. When you are ready to deploy your test, follow this process.

1. Make sure your EDIT MODE: button is switched to ON and navigate to a CONTENT AREA. (Assignments, Tests, Course Documents etc.)

2. Within your Content Area, roll your mouse over the ASSESSMENT button and select TEST from the drop-down menu.

3. On the CREATE TEST page, select your test from the ADD TEST list.

   This list displays all your tests from your Tests, Surveys, and Pools area which are currently not deployed to a content area.

   Then, CLICK the SUBMIT button.
4. You will be taken to the **TEST OPTIONS** page. Scroll down to the **SECTION 2: TEST AVAILABILITY**. On the first option, "MAKE THE LINK AVAILABLE" select the YES radio button. Review and select any additional settings.

5. Scroll down to the **Test Feedback** and **Test Presentation** area of the page to indicate your preferences.

   - Students will be able to review the feedback settings associated with their completed tests throughout the semester.
   - Selecting “Submitted Answer”, “Correct Answers”, or “Feedback” will show students a copy of the test when they review their grade.

Then, click the **SUBMIT** button to finish making your test available.
6. The test will be added to your content area.