



Blackboard Tutorial

In this tutorial you will learn how to take an online test when questions are presented one at a time.

The Center for the Advancement of Faculty Excellence
LIBERTY UNIVERSITY

Within a content page you will need to locate the test. Click the name of the test to open it.

The screenshot shows a Blackboard course interface. At the top, there are navigation tabs for 'Liberty Blackboard' and 'Courses', along with icons for Home, Help, and Logout. A breadcrumb trail reads: COURSES > BUILDING QUALITY BLACKBOARD COURSES > COURSE CONTENT > MODULE 1: BEST PRACTICE (MONDAY, JAN. 3RD -- 9 AM TO 10:15AM) > ACTIVITIES. The main content area is titled 'File Management' and includes a small folder icon. The text states: 'Good file management is essential for online courses. To begin:' followed by a numbered list: 1. Create a Blackboard Courses folder in your My Documents folder. 2. Create a CAFE460 folder in that folder. 3. Create a folder in the Bb Courses folder named for the course you will be developing this week. Below this, it says: 'We will be asking you to download and upload files throughout the course and this will bring those together in one place for you. You should also be sure that the network synchronization feature of our faculty notebooks is working. If not DISC can assist you with that or use another method to back up your files.' Another paragraph follows: 'You can decide on your folder structure from this point, but you may wish to create folders similar to the structure of the course we develop. As a student, the basic structure would be course>module>activities. You can add more as needed.' At the bottom of the main content area, there is a link titled 'Quality and Best Practice in Online Learning' which is highlighted with a red rectangular box. Below this link, there is a small icon of a document and the text: 'The use of self-assessment testing is key to knowledge-transfer. It also provides formative assessment for the instructor to clarify which areas need more attention or revision without penalizing the student in graded summative assessments.'

Click OK.

Liberty Blackboard Courses Home Help Logout

COURSES > BUILDING QUALITY BLACKBOARD COURSES > COURSE CONTENT > MODULE 1: BEST PRACTICE (MONDAY, JAN. 3RD -- 9 AM TO 10:15AM) > ACTIVITIES

File Management

Good file management is essential for online courses. To begin:

1. Create a Blackboard Courses folder in your My Documents folder.
2. Create a CAFE460 folder in that folder
3. Create a folder in the Bb Courses folder named for the course you will be developing this week.

We will be a... course and this will bring those together in one place for... of our faculty notebooks is working. If not DISC can... assist you w...
You can dec... wish to create folders similar to the structure of the... >module>activities. You can add more as needed.

Microsoft Internet Explorer
Are you sure you want to take this assessment now?
OK Cancel

Quality and Best Practice in Online Learning

The use of self-assessment testing is key to knowledge-transfer. It also provides formative assessment for the instructor to clarify which areas need more attention or revision without penalizing the student in graded summative assessments.

After selecting an answer click the Next Question button.

Liberty Blackboard Courses Home Help Logout

COURSES > BUILDING QUALITY BLACKBOARD COURSES > COURSE CONTENT > MODULE 1: BEST PRACTICE (MONDAY, JAN. 3RD -- 9 AM TO 10:15AM) > ACTIVITIES > TAKE ASSESSMENT: QUALITY AND BEST PRACTICE IN ONLINE LEARNING

Take Assessment: Quality and Best Practice in Online Learning

Name: Quality and Best Practice in Online Learning

Instructions:

Multiple Attempts: NOT ALLOWED. This test may only be taken once.

Force Completion: This test may be saved and resumed later.

Question 1 True/False 20 points

Aly thinks the key to reshaping the debate over quality assurance is the need to address the concerns outside of the academy.

True
 False

Moving to another question will save your response. Question 1 of 5 | > >>

Upon proceeding your answers are saved in the instructor's gradebook and you are presented with the next question. Notice the Navigation buttons at the bottom. From left to right they perform the following: First Question, Previous Question, Next Question, and Last Question. It is possible that you might not see the first two buttons which means after you complete a question you are not allowed to return to it but can only move forward.

The screenshot shows a Blackboard assessment interface. On the left is a red sidebar with navigation links: 'FAQ / Support', 'Faculty Information', and 'Course Map'. The main content area displays the assessment details: 'Name: Quality and Best Practice in Online Learning', 'Instructions:', 'Multiple Attempts: NOT ALLOWED. This test may only be taken once.', and 'Force Completion: This test may be saved and resumed later.'. Below this is 'Question 2 True/False' worth '20 points'. The question text is: 'The overarching principal of any proposal to address quality assurance in online teaching and learning environments must be to recognize the integrity of higher education no matter how it is delivered.' There are two radio button options: 'True' and 'False'. At the bottom, a navigation bar shows 'Question 2 of 5' with navigation arrows. A red box highlights these navigation buttons. A message at the bottom left states: 'Moving to another question will save your response.'

Upon answering the last question click Submit and then click OK.

The screenshot shows a Blackboard assessment interface. The top navigation bar includes 'Liberty Blackboard', 'Courses', and 'Home Help Logout'. The left sidebar has links: 'About Your Course', 'Announcements', 'Course Content', 'Communication', 'Grades/Tools', 'FAQ / Support', 'Faculty Information', and 'Course Map'. The main content area shows the assessment path: 'COURSES > BUILDING QUALITY BLACKBOARD COURSES > COURSE CONTENT > MODULE 1: BEST PRACTICE (MONDAY JAN. 3RD - 9 AM TO 10:15AM) > ACTIVITIES > TAKE ASSESSMENT: QUALITY AND BEST PRACTICE IN ONLINE LEARNING'. The assessment title is 'Take Assessment: Quality and Best Practice in Online Learning'. The assessment details are: 'Name: Quality and Best Practice in Online Learning', 'Instructions:', 'Multiple Attempts: NOT A', and 'Force Completion: This te'. Below is 'Question 5 Multiple Cho' worth '20 points'. The question text is: 'Who developed agencies comm... of Certificate Programs" where regional accreditation boards?'. There are four radio button options: 'American Council of Education' (selected), 'SACS', 'Western Cooperative for Educational Telecommunications', and 'Institute of Higher Education Policy'. At the bottom, a navigation bar shows 'Question 5 of 5'. A red box highlights the 'Submit' button. A 'Microsoft Internet Explorer' dialog box is open in the center, asking 'Are you sure you want to submit this assessment now?' with 'OK' and 'Cancel' buttons. A red box highlights the 'OK' button. A message at the bottom left states: 'Moving to another question will save your response.'