

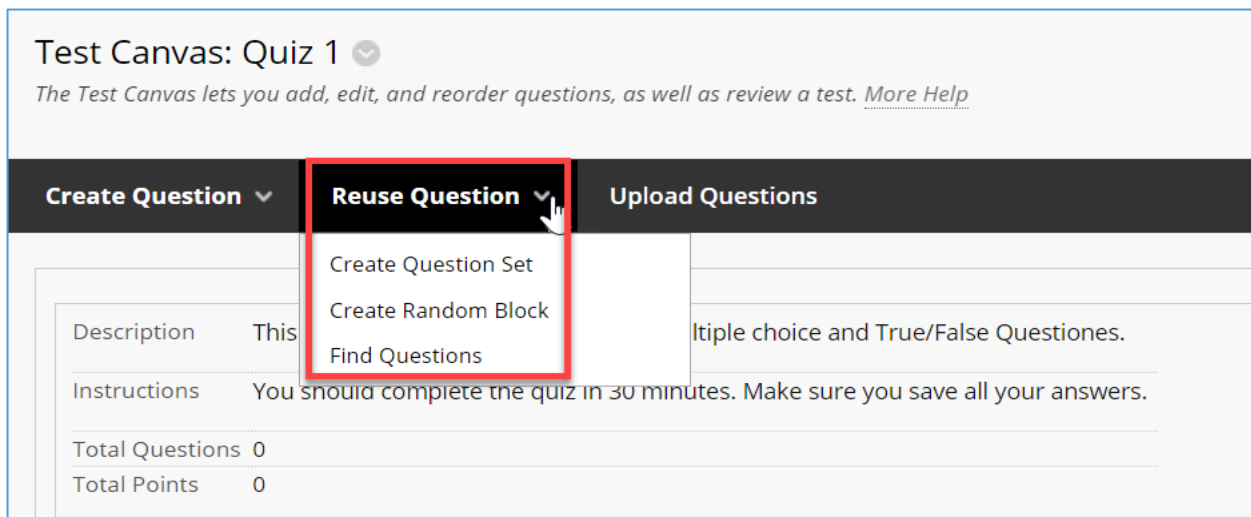


## Reuse Questions in Blackboard (Question Set, Random Block, Find Questions)

After creating a test, you can add questions to the test from other pools and tests by using the “Reuse Question” option in the test canvas.

The “Reuse Question” menu has three options:

- Create **Question Set**
- Create **Random Block**
- **Find Questions**



You can include multiple sets and blocks in your test. Although the three options are similar in their function, they are also different in many ways. This tutorial will explain the options that you have in each choice to help you decide which one to use.

**Find Questions** allows you to search for individual questions to include in your test as they are. It does not randomize on its own. It gives you the option to copy or link the questions.

## Question Set versus Random Block

**Both Question Sets and Random Blocks** will display questions **randomly** to students. Both will also allow selecting a specific number of questions from the set or block to display to each student, so minimizing the chance of students getting the same questions.

**Question set is more flexible than Random Block.**

- Question Set will allow you to select from pools and tests. Random Block allows you to select from pools only.
- Question set allows you to filter by Question type and other tags. Random Block allows you to filter by Question type only.
- Question Set will allow you to exclude some questions. Random Block does not.

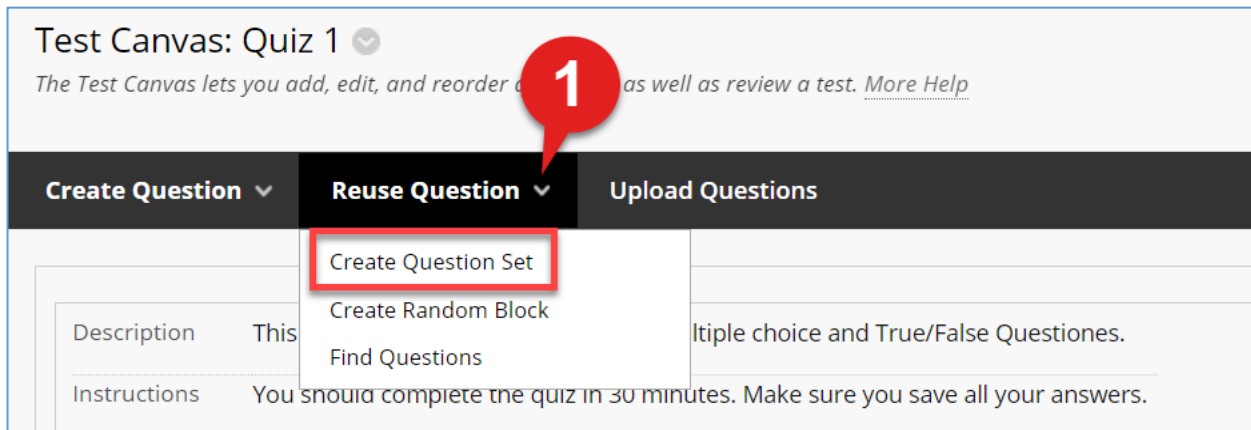
# Question Set

This option allows you to:

- Add questions from **any pool or test in your course.**
- Filter questions by **Question Type, Categories, Topics, Level of Difficulty, and Keywords.**
- Select **specific questions**, if you do not want to include all the filtered questions.

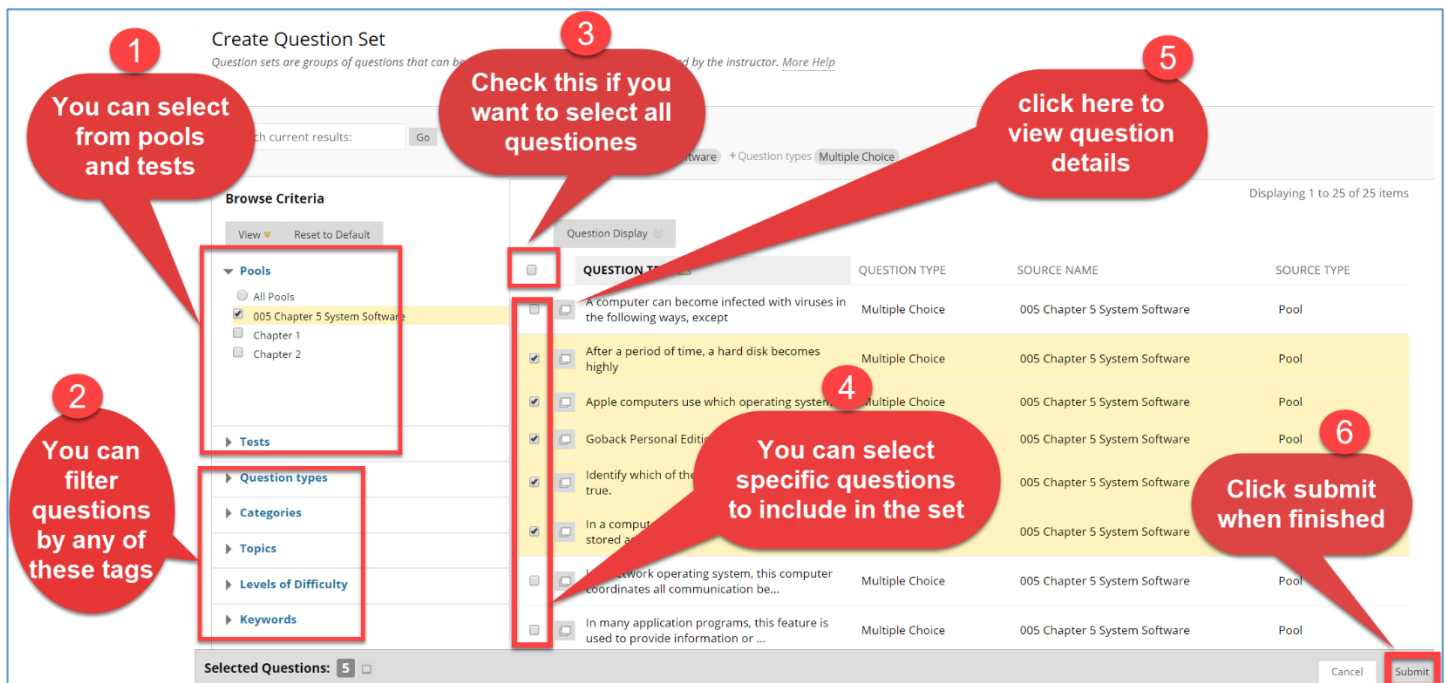
To add questions using Question Set:

- 1- In the **Test Canvas**, click the “**Reuse Questions**”, and then select “**Create Question Set**”.



In the “**Create Question Set**” window”:

- 1- Check the pool/test from which you want to select questions. You can check multiple pools and tests.
- 2- If needed, filter questions by question type or any other tag (Categories, Topics, Level of Difficulty, and Keywords).
- 3- Select all questions, or
- 4- Select specific questions to include in the question set.
- 5- You can view the question details by clicking the small square on the left of the question.
- 6- When you have selected all the questions that you want, click “Submit”.



After clicking “Submit”, you will go back to “**Test Canvas**”, where you will see the Question Set listed as in the following example.

In the following example, the total questions in the set is 10, but the number of questions to display is 1, so one question only will be displayed to each student from this set.

You can change the number to display more questions from this set to each student in the test.

You can also change the points per question if you wish.

The screenshot shows a web interface for configuring a question set. At the top, there are controls for selecting questions (All, None) and by type (- Question Type -). Below this are buttons for Delete, Points, and Update. The main section displays a question set with a checkbox, a trash icon, and a checkmark. It shows 'Total Questions: 10' and 'Number of Questions to display: 1'. A link 'Questions in the Set' is provided. On the right, 'Points per question: 10' and 'Total Points: 10' are shown. Three red callout boxes highlight specific features: 'Number of questions in the set' points to the 'Total Questions' field; 'Click to change the points per question' points to the 'Points per question' field; and 'Click to modify the number of questions that will be displayed to each student' points to the 'Number of Questions to display' field. At the bottom, there are more selection controls and buttons for Delete, Points, Update, and Hide Question Details.

Select: **All** **None** Select by Type: - Question Type -

Delete Points Update

1. **Question Set**

Total Questions: 10

Number of Questions to display: 1

► [Questions in the Set](#)

Points per question: 10

Total Points: 10

Select: **All** **None** Select by Type: - Question Type -

Delete Points Update Hide Question Details

You can create or add other questions to the test.

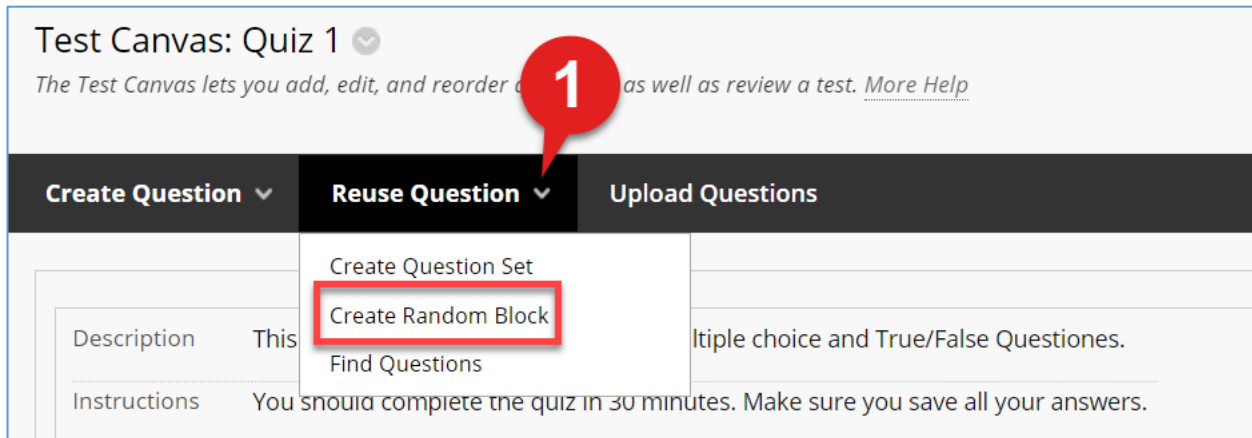
# Random Block

This option allows you to:

- Add questions from **any pool in your course**. You cannot add questions from other tests.
- Filter questions by **Question Type only**.

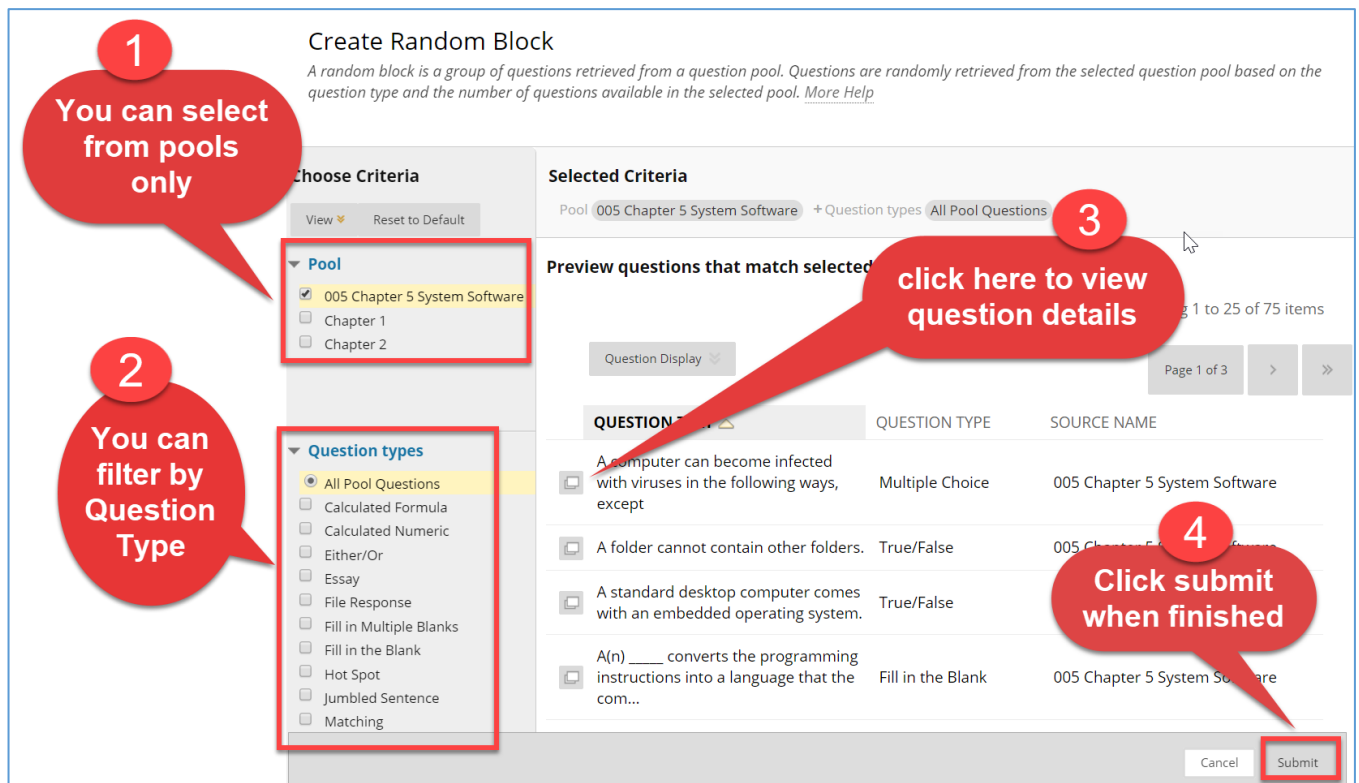
To add questions using Random Block:

- 1- In the **Test Canvas**, click the “**Reuse Questions**”, and then select “**Create Random Block**”.



In the “**Create Random Block**” window”:

- 1- Check the **pool** from which you want to select questions. You can check multiple pools.
- 2- If needed, filter questions by **Question Type**.
- 3- You can view the question details by clicking the small square on the left of the question.
- 4- When you have selected all the questions that you want, click “**Submit**”.



After clicking “Submit”, you will go back to “**Test Canvas**”, where you will see the Random Block listed as in the following example.

In the following example, the total questions in the block is 25, but the number of questions to display is 5, so five questions only will be displayed to each student from this block.

You can change the number to display more questions from this block to each student in the test.

You can also change the points per question if you wish

The screenshot shows the 'Random Block' configuration interface. It includes the following elements:

- Header:** '2 - 6. Random Block' with a checkmark icon.
- Form Fields:**
  - Total Questions:** 25
  - Number of Questions to display:** 5
  - Source Pool:** 005 Chapter 5
  - Question Types:** Multiple Choice
- Summary:** Points per question: 10, Total Points: 50
- Buttons:** 'Preview questions that match selected criteria' (with a right arrow), 'Delete', 'Points' (with a text input field), 'Update', and 'Hide Question Details'.
- Dropdowns:** 'Select: All None' and 'Select by Type: - Question Type -'.

Three red callout boxes provide instructions:

- Number of questions in the Random Block:** Points to the 'Total Questions' field (25).
- Click to modify the number of questions that will be displayed to each student:** Points to the 'Number of Questions to display' field (5).
- click to change the points per question:** Points to the 'Points per question' field (10).

You can create or add other questions to the test.

# Find Questions

This option allows you to search for questions in other tests and pools, filter by specific criteria to include them in your current test, and select specific questions. When selecting questions. You have two options:

- **Copy selected Questions:** if you select this option, then you are making a new copy of the question. Any changes to the question will only be implemented in this test.
- **Link Selected Questions:** if you select this option, any changes to the question, will be reflected on the same question in other tests and pools.

### Find Questions

Questions are organized by the **Criteria** listed on the page. Use the **Criteria** drop-down lists to search for questions to add to the test. Click **Submit** to finish. Click **Cancel** to return to the previous page. [More Help](#)

**Browse Criteria**

View Reset to Default

► [Pools](#)

► [Tests](#)

► [Question types](#)

► [Categories](#)

► [Topics](#)

► [Levels of Difficulty](#)

► [Keywords](#)

**Criteria Summary**

Pools 005 Chapter 5 System Software Question types Multiple Choice

Displaying 1 to 25 of 25 items

Question Display Mode Copy selected questions Link to original questions

	QUESTION TEXT	QUESTION TYPE	MODE	POINTS	SOURCE NAME	SOURCE TYPE
<input type="checkbox"/>	A computer can become infe... with viruses in the following ways, except	Multiple Choice	--	-	005 Chapter 5 System Software	Pool
<input type="checkbox"/>	After a period of time, a hard disk becomes highly	Multiple Choice	--	-	005 Chapter 5 System Software	Pool
<input type="checkbox"/>	Apple computers use which operating system?	Multiple Choice	--	-	005 Chapter 5 System Software	Pool
<input type="checkbox"/>	Goback Personal Edition is a part of	Multiple Choice	--	-	005 Chapter 5 System Software	Pool

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