How to Download and Import the Test Bank in Blackboard - Classic

This document provides directions on how to download the test bank files and import or upload the test bank files back into your Blackboard Learning Management System (LMS) as Pools. **Note,** *screenshots are provided for demonstrative purposes and may not match your system exactly. Navigation elements may vary depending on your platform configurations.*

1. Open the LTI Advantage integration email you received to find the **Course Information & Test Banks** table. If your course includes a supplemental test bank, a download link is displayed under the **Test Bank** column. Click the link to download the course's test bank files to your local device.
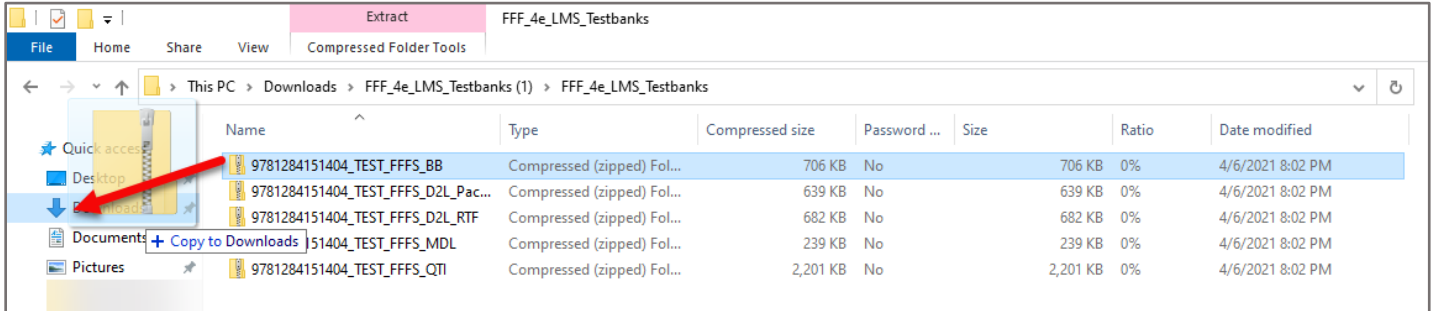

2. Navigate to your Downloads folder and **open** the downloaded **zip file** to locate the file labeled/identified as **BB**.

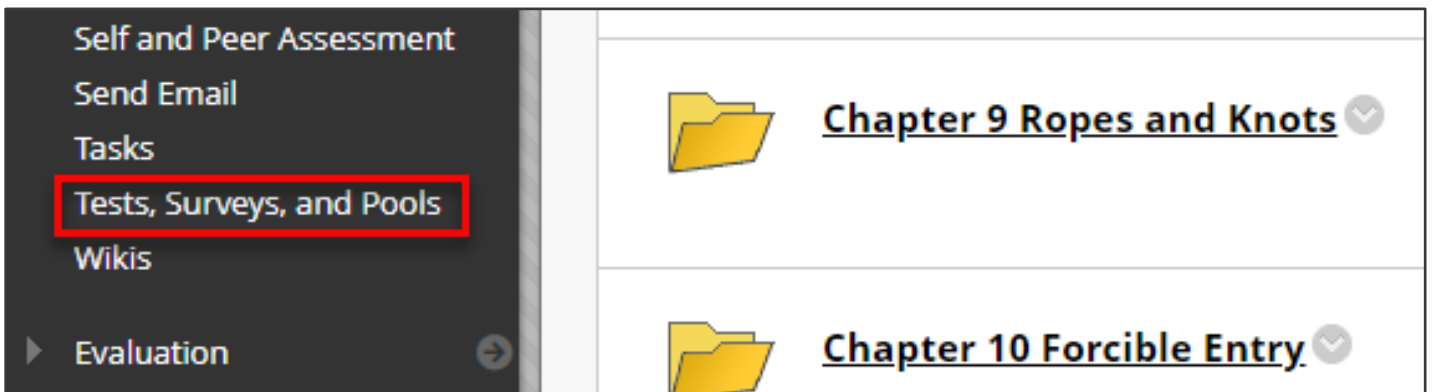3. Click on the zipped **BB file** and drag-and-drop it into the **Downloads folder**, or a different folder of your choosing. This extracts a copy of the test bank file to import into your course.

4. In your browser, open the Blackboard course in which you would like to download/import the test bank and turn **Edit Mode** to **ON**.

5. Under the **Control Panel,** click to expand **Course Tools**, then click **Tests, Surveys, and Pools**.

6. Click **Pools**.

Tests, Surveys, and Pools

Tests

Tests are sets of questions that are graded to measure student performance. Once a test is created here, it must be deployed within a content folder before students can take the test. Test results are reviewed in the Grade Center. Note that some question types are not automatically graded.

Surveys

Surveys are not graded, and student responses are anonymous. They are useful for gathering data from students that is not used to evaluate student performance. Surveys must be deployed in a content folder for students to respond to the survey.

Pools

Pools are sets of questions that can be added to any Test or Survey. Pools are useful for storing questions and reusing them in more than one Test or Survey.

7. Next, click **Import Pool**.

Pools

Pools are sets of questions that you can use in multiple tests or surveys. You can import pools from outside the system and export them for reuse. More Help
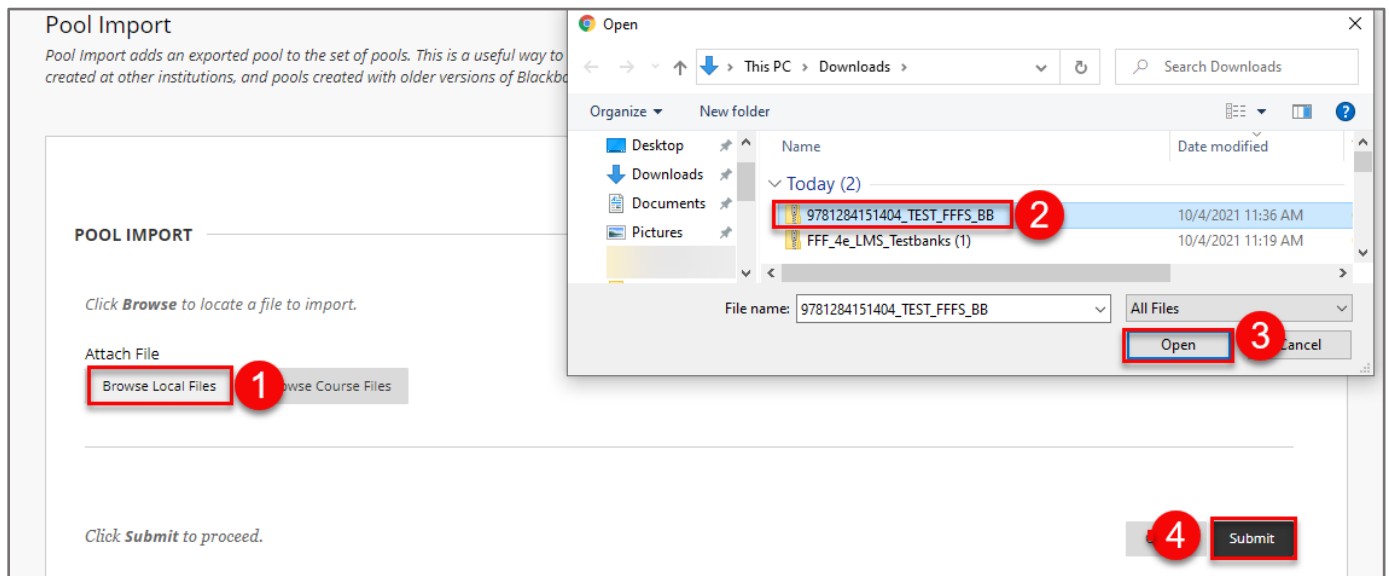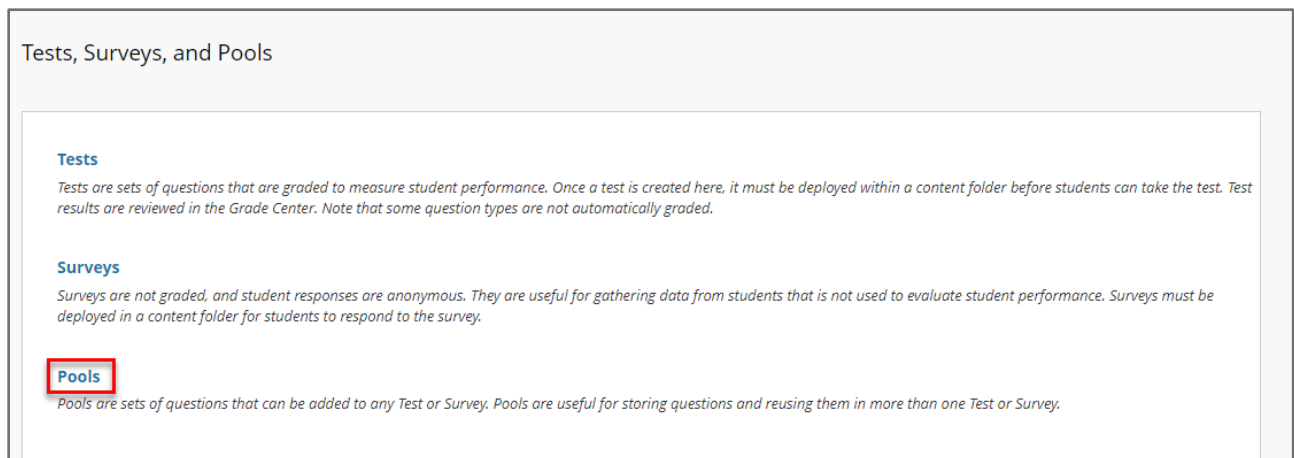
Build Pool   Import Pool   Import QTI 2.1 Package

8. Click **Browse Local Files** and select the .zip file that you copied/extracted in Step 3. Click **Open** to select, then click **Submit**. Wait for the file to upload.

9. Once the upload is complete, navigate back to **Tests, Surveys, and Pools.** Click **Pools.**

10. You will now find the questions available to use for building course assessments as needed.

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NAME △	NUMBER OF QUESTIONS	DATE LAST EDITED
FFFS_CH01-Fundamentals of Fire Fighter Skills and Hazardous Materials Response, 4e	45	October 1, 2021 1:39 PM

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