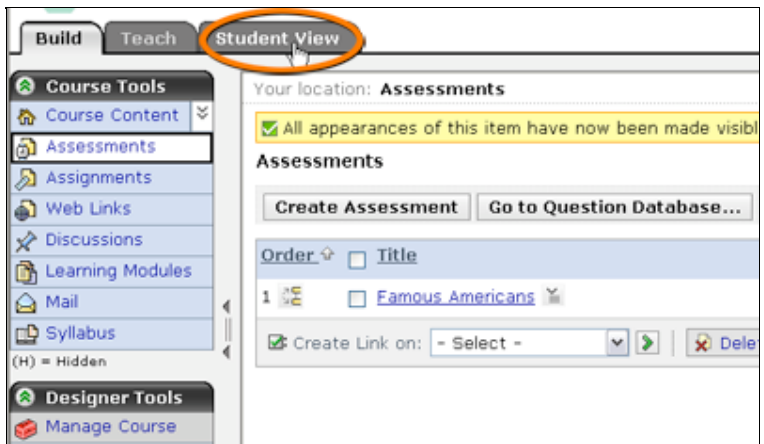


Blackboard Vista: Take the Assessment as a Student

After you have released the Assessment to students, you should take the assessment to make sure it works as you planned. To take the assessment, click on the Student View tab. Click the Assessment link and click the title of the assessment.

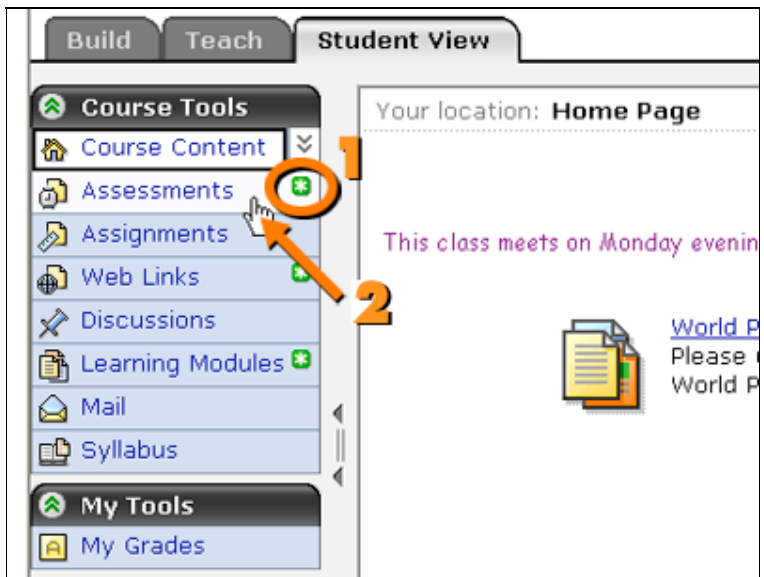
Step 1: Switch to Student View Tab

1. Click the **Student View** tab. This is the view that students will have.



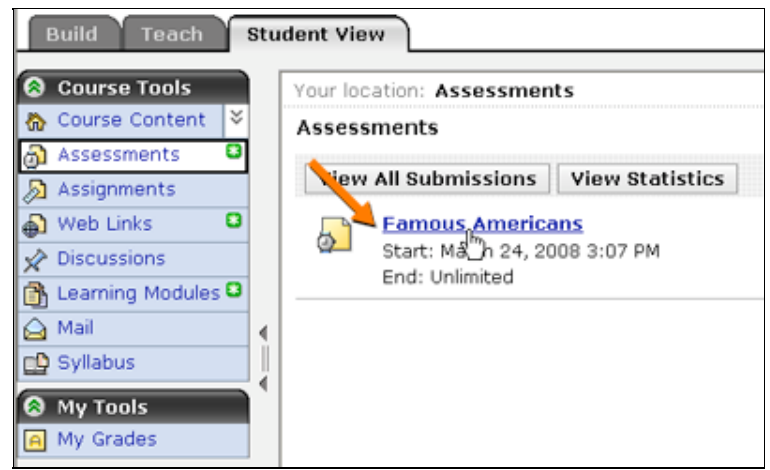
Step 2: Access the Assessment Screen

1. In the “Course Tools” area, notice that there is a green asterisk next to the Assessment tool. This means that there is a new assessment.
2. In the “Course Tools” area, click the **Assessments** link. The Assessments screen is displayed.



Step 3: Access the Assessment

1. Click the link for the assessment you want to take. The Description screen is displayed.



Step 4: Begin the Assessment

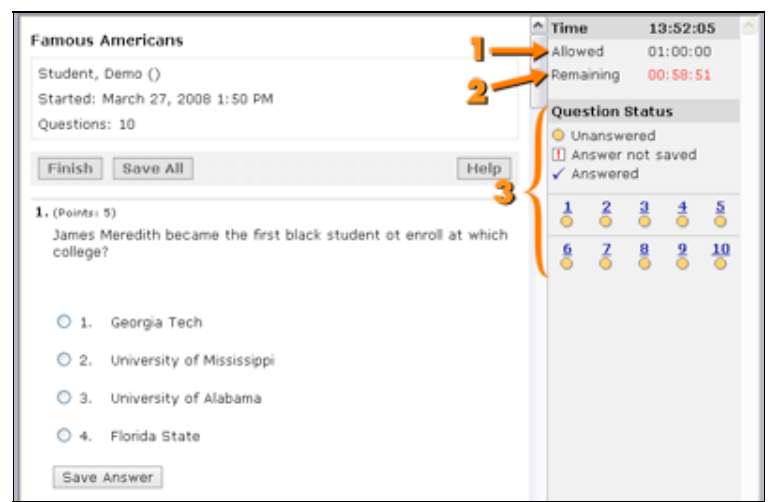
1. Click **Begin Assessment**. The assessment opens and the specifications you chose on the Edit Assessment Properties screen are in effect.



Step 5: The Assessment Screen

On the right side of the screen, you see:

1. The time you have to take the assessment.
2. The time you have remaining to work on the assessment.
3. A grid to let you know if you have answered and saved the answer for each question.



Step 6: Answer First Question

1. For the first question, select an answer.
2. In the “Question Status” area, notice that the answer grid has changed from a yellow circle to an explanation mark, meaning that the answer has not been saved.

Famous Americans

Student, Demo ()

Started: March 27, 2008 1:50 PM

Questions: 10

Finish Save All Help

1. (Points: 5)

James Meredith became the first black student to enroll at which college?

1. Georgia Tech

2. University of Mississippi

3. University of Alabama

4. Florida State

Save Answer

Time 13:54:20

Allowed 01:00:00

Remaining 00:56:36

Question Status

Unanswered

Answer not saved

Answered

1 2 3 4 5

6 7 8 9 10

Step 7: Save Answer

1. At the bottom of the question, click **Save Answer**.

Famous Americans

Student, Demo ()

Started: March 27, 2008 1:50 PM

Questions: 10

Finish Save All Help

1. (Points: 5)

James Meredith became the first black student to enroll at which college?

1. Georgia Tech

2. University of Mississippi

3. University of Alabama

4. Florida State

Save Answer

Time 13:57:51

Allowed 01:00:00

Remaining 00:53:05

Question Status

Unanswered

Answer not saved

Answered

1 2 3 4 5

6 7 8 9 10

Step 8: The Answer Grid

1. The “Question Status” area has changed from an explanation mark to a blue checkmark meaning that the answer has been successfully saved.

Started: March 27, 2008 1:50 PM

Questions: 10

Finish Save All Help

1. (Points: 5)

James Meredith became the first black student to enroll at which college?

1. Georgia Tech

2. University of Mississippi

3. University of Alabama

4. Florida State

Save Answer

Time 13:57:51

Allowed 01:00:00

Remaining 00:53:05

Question Status

Unanswered

Answer not saved

Answered

1 2 3 4 5

6 7 8 9 10

Step 9: Finish the Assessment

1. Continue answering the rest of the questions in the assessment (not illustrated).
2. When you are finished answering and saving all the questions in the assessment, click **Finish**. An information dialog box is displayed.

10. (Points: 10)

In which year was the Voting Rights Act passed?

1. 1965

2. 1963

3. 1964

4. 1966

Save Answer

Finish Save All Help

Time 13:57:51

Allowed 01:00:00

Remaining 00:53:05

Question Status

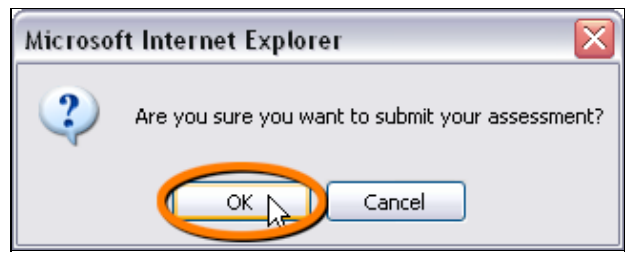
Answered

1 2 3 4 5

6 7 8 9 10

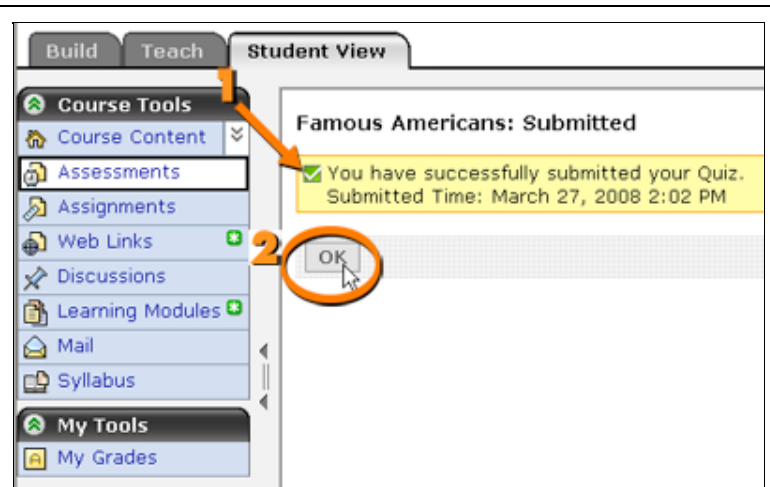
Step 10: The Information Dialog Box

1. Click **OK**. You will see a submission screen and then the Assessments screen is displayed.



Step 11: The Information Dialog Box

1. At the top of the window you will receive notification that the assessment was successfully submitted.
2. Click **OK**. The Assessments screen is displayed (not illustrated).



Student can view their grades in two places: the My Grades tool and the Assessment tool. In order for students to see their grade in the My Grades tool, you must do two things:

1. In the Edit Properties for the assessment, you must release the

Your screens may look different depending upon your configuration.

University of North Carolina at Charlotte