How to create Extra Credit Questions with Bb Test Tool

Use this function when you wish to give students the opportunity to earn extra credit on a test, but do not want to penalize the students who choose not submit for extra credit. Doing this removes a given question from the total points calculation for the purpose of grading, making it possible for a student to achieve a score greater than 100% on the test. Also, in the Grade Center, extra point values will not be added to the Total or Weighted Total column calculations. The following steps should be done before the students access the test.

1. Open the Test Canvas in Blackboard to create or edit a test (Go to Control Panel >> Course Tools >> Tests, Surveys, and Pools >> Tests), click on the Question Settings button and make sure that the Scoring option to “Provide Option to assign questions as extra credit” is checked. Click Submit.

2. Once you have added the extra credit questions to the test, click on the current Points value field for each of the extra credit questions. In the resulting expanded field, select Extra Credit. Click Submit.

3. When a question has been designated as extra credit, make sure to note that designation in the question text or title, and in the test instructions if appropriate. This ensures that the students are aware a question awards extra credit.