

How to Correct a Test Question and Automatically Re-grade a Test

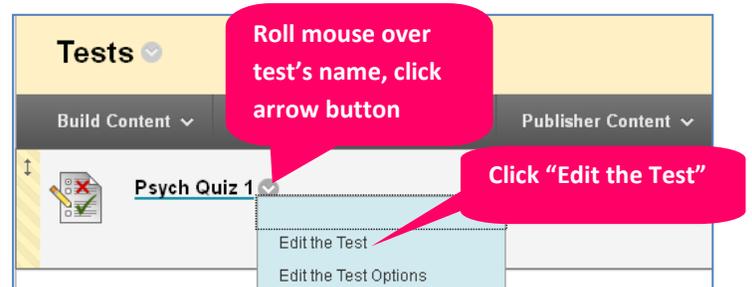
Instructors can now fix problematic questions by simply editing the invalid question directly and having all necessary updates flow automatically to the Grade Center. With automated re-grading, instructors can drop, give full credit, change point value or change which answer is marked correct and the system will re-grade submitted assessments seamlessly and provide notification about what has changed.

Please note! - Automatic re-grading will only work with tests that initially had answers and point values indicated. Tests containing answerless objective questions or questions without point values indicated must be graded manually. Before you make a test available to students, always review your test's content for errors of this nature.

1. First, make sure you have your course's **"Edit Mode"** turned on. This is necessary to edit your course's content.



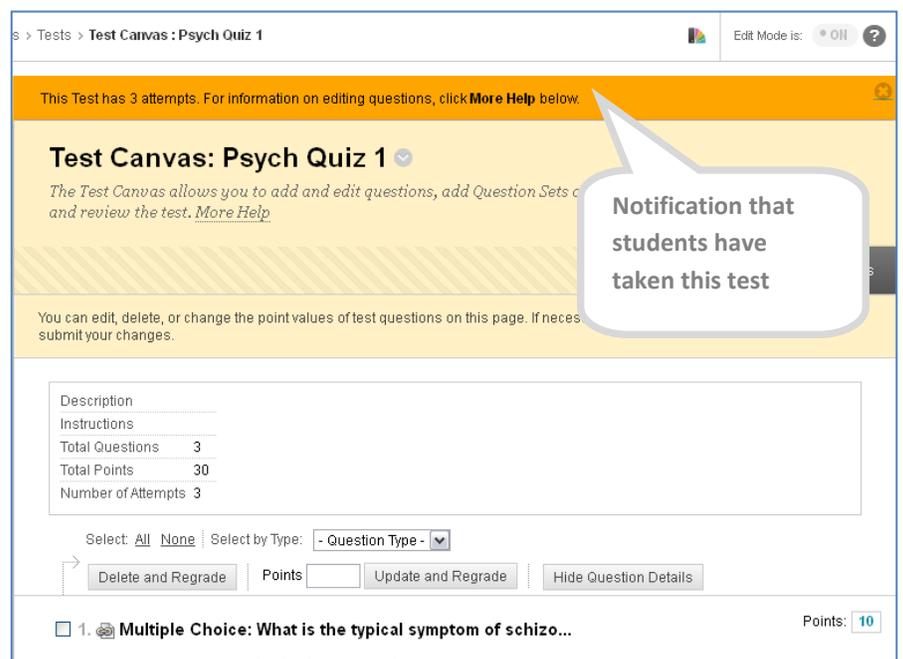
2. Next, go to the area of your course where you have the test posted. Roll your mouse over the name of the test and a **gray context arrow** will appear. Click the arrow and select **"Edit the Test"** from the context menu.



3. You will be taken to the **"Test Canvas"** for this test.

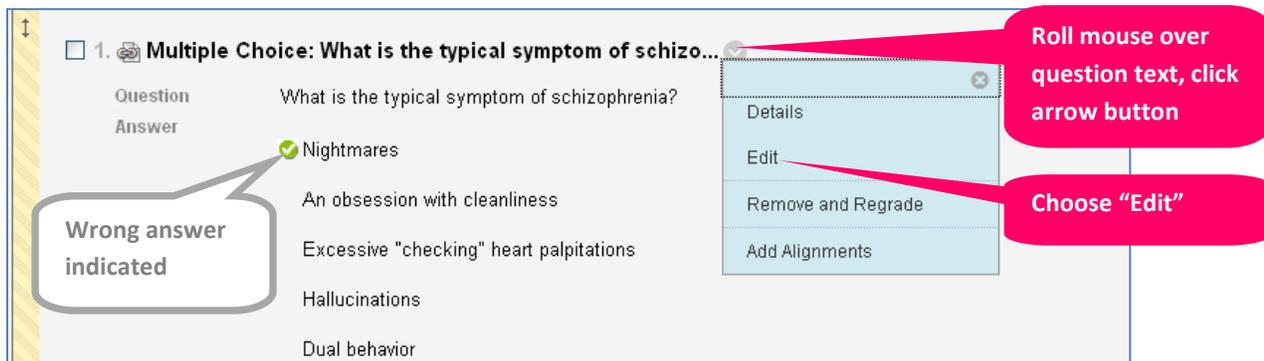
If students have taken this test, you will see an orange notification bar at the top of the page indicating this.

In the "Test Canvas" you can change a question's indicated answer, drop a question, or edit the points possible for the question by following these instructions accordingly...



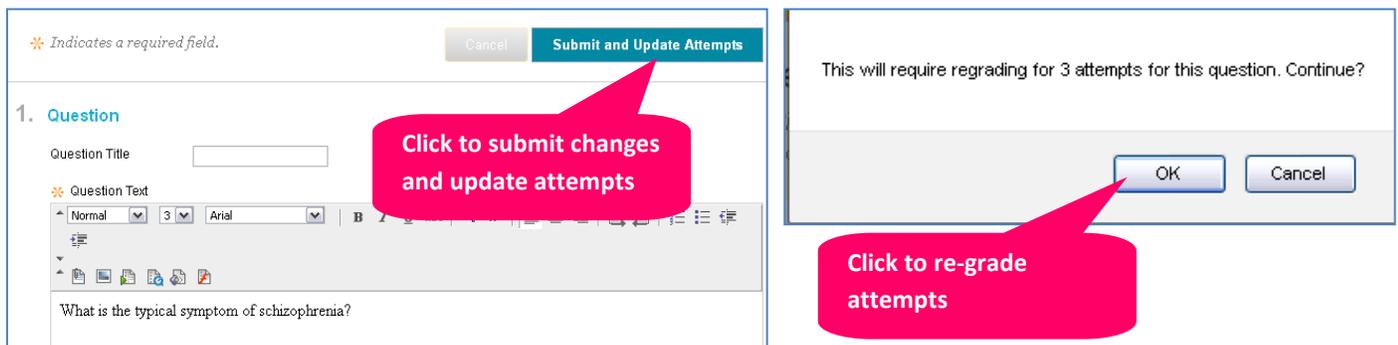
If you need to change a question's indicated answer....

- A. Roll your mouse over the text of the question and click the gray context arrow that appears. Select “Edit” from the context menu.



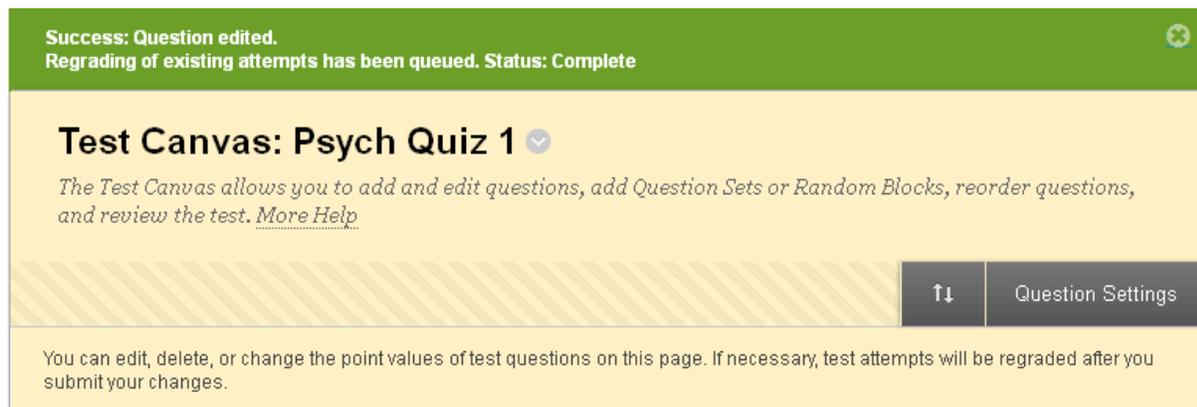
The screenshot shows a question editor interface. The question is "Multiple Choice: What is the typical symptom of schizo...". The answer options are: Nightmares (indicated as correct with a green checkmark), An obsession with cleanliness, Excessive "checking" heart palpitations, Hallucinations, and Dual behavior. A callout bubble points to the "Nightmares" option with the text "Wrong answer indicated". Another callout bubble points to the context arrow on the question text with the text "Roll mouse over question text, click arrow button". A third callout bubble points to the "Edit" option in the context menu with the text "Choose 'Edit'". The context menu also includes "Details", "Remove and Regrade", and "Add Alignments".

- B. You will be taken to the “Edit/Create Question” page. Make your changes to the question to **indicate the correct answer**. When you are done, click the “Submit and Update Attempts” button. A confirmation pop-up alert will appear. Click “OK” to re-grade student attempts according to the changes you made to the test.



The screenshot shows the "Edit/Create Question" page. The question title is "What is the typical symptom of schizophrenia?". The "Question Text" field contains the same text. The "Submit and Update Attempts" button is highlighted with a callout bubble that says "Click to submit changes and update attempts". To the right, a confirmation pop-up alert is shown with the text "This will require regrading for 3 attempts for this question. Continue?". The "OK" button in the pop-up is highlighted with a callout bubble that says "Click to re-grade attempts".

- C. A green confirmation status bar will appear at the top of the Test Canvas page, indicating that you successfully edited your question and the re-grading process's progress.



The screenshot shows the "Test Canvas" page. At the top, a green status bar displays the message: "Success: Question edited. Regrading of existing attempts has been queued. Status: Complete". Below this, the page title is "Test Canvas: Psych Quiz 1". A description reads: "The Test Canvas allows you to add and edit questions, add Question Sets or Random Blocks, reorder questions, and review the test. [More Help](#)". At the bottom right, there is a "Question Settings" button. At the bottom left, a note states: "You can edit, delete, or change the point values of test questions on this page. If necessary, test attempts will be regraded after you submit your changes."

If you need to drop a question...

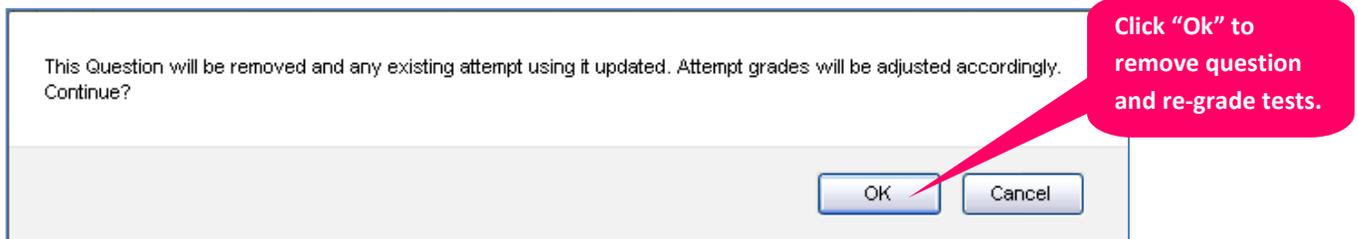
* Please note – This option is disabled when there is one or more attempts marked with “In Progress” status. See page 6 for help.

- A. Roll your mouse over the text of the question and click the gray context arrow that appears. Select “Remove and Regrade” from the context menu.



The screenshot shows a question editor interface. A question titled "Multiple Choice: What is the typical symptom of schizo..." is displayed. The question text is "What is the typical symptom of schizophrenia?". The answer options are "Nightmares", "An obsession with cleanliness", and "Excessive 'checking' heart palpitations". A context menu is open over the question text, showing options: "Details", "Edit", "Remove and Regrade", and "Add Alignments". Two callout boxes are present: one pointing to the question text with the text "Roll mouse over question text, click arrow button", and another pointing to the "Remove and Regrade" option with the text "Choose 'Remove and Regrade'".

- B. A confirmation pop-up alert will appear. Click “OK” to remove the question and re-grade attempt grades accordingly.



The screenshot shows a confirmation pop-up alert with the text: "This Question will be removed and any existing attempt using it updated. Attempt grades will be adjusted accordingly. Continue?". There are two buttons at the bottom: "OK" and "Cancel". A callout box points to the "OK" button with the text "Click 'Ok' to remove question and re-grade tests."

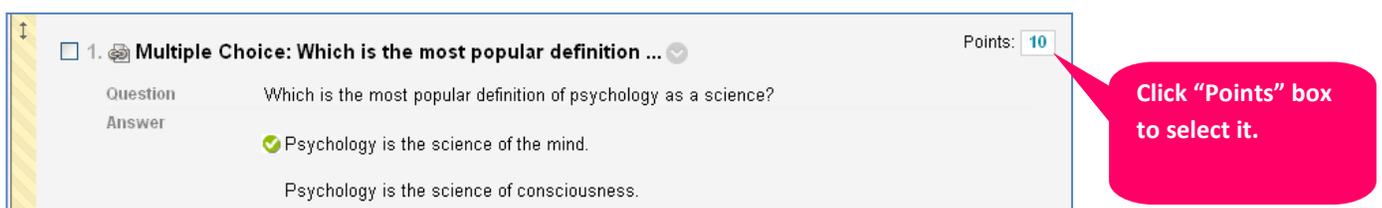
- C. A green confirmation status bar will appear at the top of the Test Canvas page, indicating that you successfully edited deleted the question. Student grades will be adjusted accordingly in the Full Grade Center.



The screenshot shows a green confirmation status bar with the text: "Success: Question deleted." and a close button (X) on the right.

If you need to change an individual question’s point value...

- A. Click the “points” text-field associated with the question to select it.



The screenshot shows a question editor interface. A question titled "Multiple Choice: Which is the most popular definition ..." is displayed. The question text is "Which is the most popular definition of psychology as a science?". The answer options are "Psychology is the science of the mind." and "Psychology is the science of consciousness.". A "Points:" text field is visible in the top right corner, containing the value "10". A callout box points to the "Points:" text field with the text "Click 'Points' box to select it."

B. The points text-field will turn into a form. You may change the point value of the question by typing in a new value into the text-field.

1. **Multiple Choice: Which is the most popular definition of psychology as a science?** Update Points: 5 Extra Credit Full Credit Cancel Submit and Regrade

Question Which is the most popular definition of psychology as a science?

Answer Psychology is the science of the mind.

Alternatively, if you would like to give students full credit for the question, regardless of the answer they chose, you may check the “**Full Credit**” checkbox. If you have enabled “**Extra Credit**” in your test’s *Question Settings*, you may also see a checkbox to make the question worth extra credit points.

1. **Multiple Choice: Which is the most popular definition of psychology as a science?** Update Points: 10 Extra Credit Full Credit Cancel Submit and Regrade

Question Which is the most popular definition of psychology as a science?

Answer Psychology is the science of the mind.

C. Once you are done making changes to the question’s points, click the pop-up form’s “**Submit and Regrade**” button.

1. **Multiple Choice: Which is the most popular definition of psychology as a science?** Update Points: 10 Extra Credit Full Credit Cancel Submit and Regrade

Question Which is the most popular definition of psychology as a science?

Answer Psychology is the science of the mind.

D. A green status message will appear underneath the question’s text and indicate that the question’s point value was successfully updated. If you chose to give student’s full credit or extra credit for this question, this information will appear in parentheses next to the points text-field.

1. **Multiple Choice: Which is the most popular definition of psychology as a science?** Points: 10 (Full Credit)

Success: Points and Extra Credit updated. Regrading of existing attempts has been queued. Status: Complete

Question Which is the most popular definition of psychology as a science?

Answer Psychology is the science of the mind.

If you need to change the point value of ALL questions on the test...

A. In the Test Canvas, locate the question selection tools. They will appear above the list of questions.

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

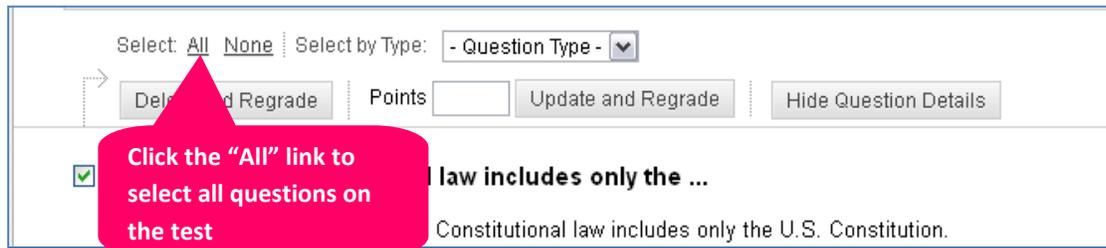
Delete and Regrade Points Update and Regrade

1. **True/False: Constitutional law includes only the ...** Points: 1

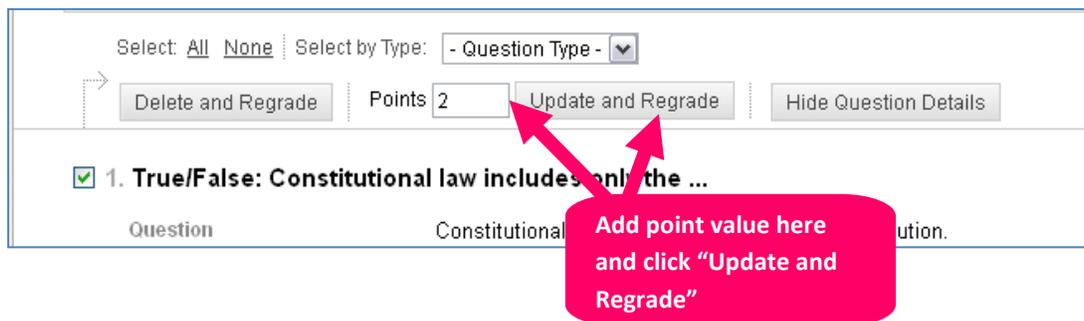
Question Constitutional law includes only the U.S. Constitution.

Answer True False

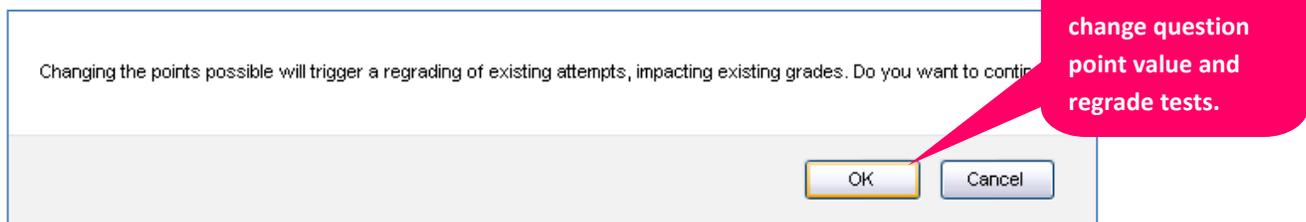
- B. Next the word **“Select”** click the **“All”** link. This will select all the questions on the test, as indicated by the checked checkboxes.



- C. Next, in the **“Points”** text-field, type the point value you want to assign to all of your questions. Then, click the **“Update and Regrade”** button.



- D. A confirmation alert will appear. Click **“Ok”** to continue.



- E. A green confirmation status bar will appear at the top of the Test Canvas page, indicating that you successfully updated the selected questions’ point values. Student grades will be adjusted accordingly in the Full Grade Center.

**Success: Points for 11 questions updated.
Regrading of existing attempts has been queued. Status: Complete**

Once Changes Have Been Made

Student grades in the Grade Center will be adjusted according to the changes you made in your test. The instructor may view Grade modification information which is logged into each re-graded student’s Grade History. You can review a student’s **“Grade History”** when reviewing an attempt’s Grade Details.

What if the Auto-Regrade Option to Delete Questions is Missing From Your Test?

Question deletion is disabled when there is at least one test attempt marked with “In Progress” status. Review the orange status-bar message that appears at the top of your test canvas. It will tell you if there are any test attempts with “In Progress” status and name which student’s tests are in this status.

This Test has 4 attempts. For information on editing questions, click **More Help** below.
This Test has at least one attempt in progress. Deleting questions has been disabled. The attempts currently in progress are by: Sally Spacebar

Test Canvas: Quiz Chapter 2

The Test Canvas allows you to add and edit questions, add Question Sets or Random Blocks, reorder questions, and review the test. [More Help](#)

You can edit, delete, or change the point values of test questions on this page. If necessary, test attempts will be regraded after you submit your changes.

Description
Instructions
Total Questions 20
Total Points 20
Number of Attempts 4

Select: [All](#) [None](#) | Select by Type: - Question Type -

Points

1. Multiple Choice: According to theorist William J. Wils... Points: 1

Question According to theorist William J. Wilson, in which power relationship does the dominant group exercise almost complete control over the subordinate group?

A tests that is marked with “In Progress” status could mean that a student is actively taking the test right now, it could mean the student completed the test but did not submit it for grading, or it could mean the student began the test but experienced a technical problem. It is best to review the student’s test attempt to determine the right course of action to take (i.e. submit test or clear the attempt and allow student to retake test).

If needed, you can submit the student’s test on their behalf to clear out the “In Progress” status. Once any tests marked with “In Progress” status are graded, you will be able to delete questions from the test and use auto-regrade.

To Review and Grade a Test Marked with In Progress Status

1. In your course’s Full Grade Center, find the column associated with your test and look for any instances of the “In Progress” symbol  .
2. Roll your mouse over the student’s grade cell for this test and click the gray context arrow button  that appears. In the context menu that appears, select the “Attempt” option with the time-stamp.

Last Name	First Name	Quiz Chapter 2	Quiz Chapter 3	Quiz 4 - Re
Asterisk	Annie	6.00
Bracket	Brett	7.00
Colon	Collin	5.00
Spacebar	Sally	

Selected Rows: 0

- View Grade Details
- Exempt Grade
- Attempt 7/30/13 **

- This will open the student's test attempt for you to review. To submit the student's test for grading, click the "Test Information" link.

The attempt is currently in progress. To grade this attempt, you must choose **Submit Attempt** to submit it on behalf of the student.

Grade Test: Quiz Chapter 2

Assign a grade and feedback for the current test attempt. Expand the **Test Information** section to clear the student's attempt or edit the test. [More Help](#)

Jump to... Hide User Names

User: **Sally Spacebar (Attempt 1 of 1)** **Exit** < 4 of 4 >

View: **Full Grade Center**

Test Information **Click to see the submission options**

Attempt In Progress

Question 1

According to theorist William J. Wilson, in which power relationship does the dominant group exercise almost complete control over the subordinate group?

Selected Answer: capitalism

Correct Answer: paternalism

- In the list of options that appears, click the "Submit Attempt" button.

Grade Test: Quiz Chapter 2

Assign a grade and feedback for the current test attempt. Expand the **Test Information** section to clear the student's attempt or edit the test. [More Help](#)

Jump to... Hide User Names

User: **Sally Spacebar (Attempt 1 of 1)** **Exit** < 4 of 4 >

View: **Full Grade Center**

Test Information

Status: In Progress **Submit Attempt** **Click to submit student's test for grading**

Score: - out of 20 points

Time Elapsed: _____

Started Date: 7/30/13 8:28 AM

Submitted Date: 7/30/13 8:28 AM

Instructions

Clear Attempt: *Click **Clear Attempt** to clear this user's attempt.*

Edit Test: *Click **Edit Test** to make changes.*

- A pop-up alert will appear, asking you if you want to submit the test for grading. Click "OK" to proceed.

The page at <https://blackboard.matc.edu> says:

Submit this attempt on behalf of the student? This action is final and cannot be undone.

- A green confirmation status bar will appear at the top of the page, indicating the test was submitted. The “In Progress” status marker in the student’s grade cell will be replaced by a grade.

Success: Attempt Submitted

Grade Test: Quiz Chapter 2

Assign a grade and feedback for the current test attempt. Expand the **Test Information** section to clear the student's attempt or edit the test. [More Help](#)

Grade Center : Full Grade Center

In the *Screen Reader mode*, the table is static and grades may be...
 the Grade Center, grades can be typed directly in the cells. Use...
[Help](#)

Create Column Create Calculated Column M

Move To Top Email

Grade Information Bar

Last Name	First Name	Quiz Chapter 2
Asterisk	Annie	6.00
Bracket	Brett	7.00
Colon	Collin	5.00
Spacebar	Sally	5.00

Selected Rows: 0

Test attempt is no longer “In Progress”

- You should now be able to delete questions and use the auto-regrade option when editing a test students have attempted.

This Test has 4 attempts. For information on editing questions, click **More Help** below.

Test Canvas: Quiz Chapter 2

The Test Canvas allows you to add and edit questions, add Question Sets or Random Blocks, reorder questions, and review the test. [More Help](#)

Question Settings

You can edit, delete, or change the point values of test questions on this page. If necessary, test attempts will be regraded after you submit your changes.

Description	
Instructions	
Total Questions	20
Total Points	20
Number of Attempts	4

Select: All None Select Question Type: - Question Type -

Delete and Regrade Points Update and Regrade Hide Question Details

1. Multiple Choice: According to theorist William J. Wils... Points: 1

Question According to theorist William J. Wilson, in which power relationship does the dominant group exercise almost complete control over the subordinate group?

No “In Progress” attempts detected

Delete and Regrade button is back.