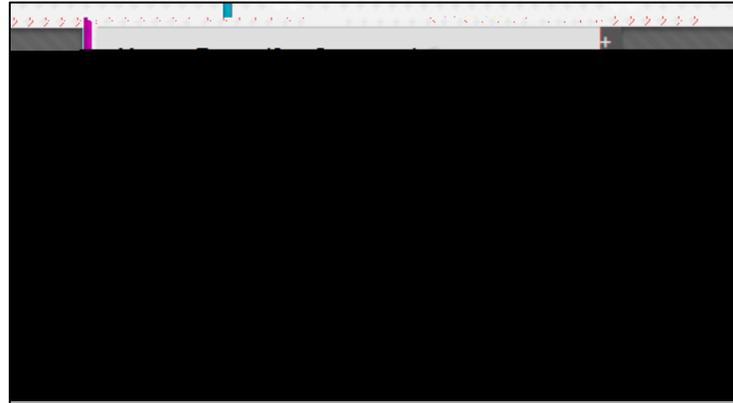




## On-Campus Blackboard

### Surveys: Deploy

Navigate to the content area where you would like students to find the survey (Home Page or a folder). Hover over Assessments in the action bar and select Survey. If you do not see the action bar, make sure Edit Mode is ON in the top right corner.



Select the title of the survey listed and select Submit. You can select Create to build a new survey, when finished you will then select it from the list to deploy it.

Give it a Name. Items with an asterisk, are required.

Opening surveys in a new window may cause a pop up blocker. The default is No.



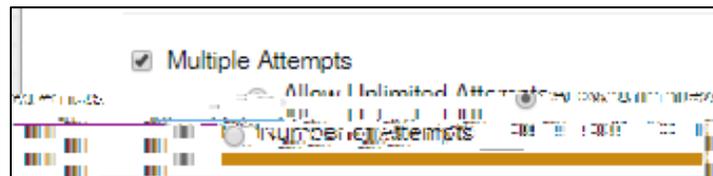
To set the survey to open on a specific date, "Make available to students" must be set to Yes.



An announcement can be set to appear in Blackboard when the survey opens, but this is not necessary.



Check the multiple attempts box to allow multiple or unlimited attempts.



If Force Completion is enabled students will not be able to complete an attempt if they lose their connection for any reason. Because of this, it is recommended that faculty do NOT use force completion.

Time constraints may be set using the Timer. If a student loses connection, the timer continues but they will be able to get back into the survey to pick up where they left off. Auto Submit should be ON, in order for the attempt to be automatically saved and then submitted when the timer expires.





