

# Pools and Question Sets

Last Modified on 17/01/2025 11:13 am HKT

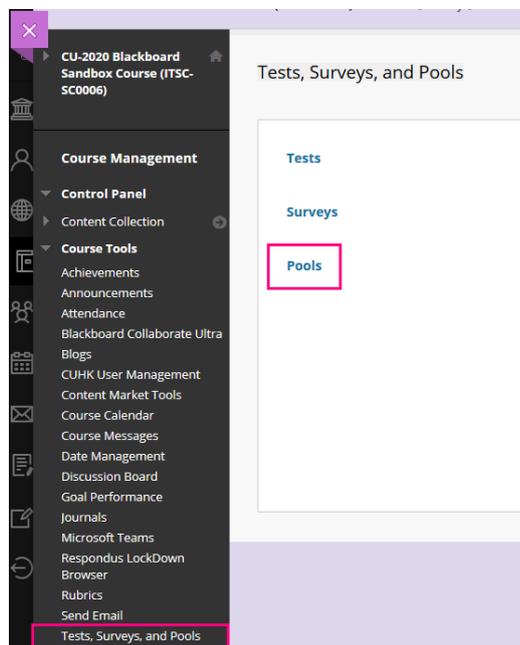
## Overview

- “Randomize Questions” under Test Options randomizes all questions in a test. If teachers would like to randomize part of the questions, they should use question set.
- You can choose the number of questions from the question set to show. The questions are then randomly distributed, so each student sees a different set of questions.

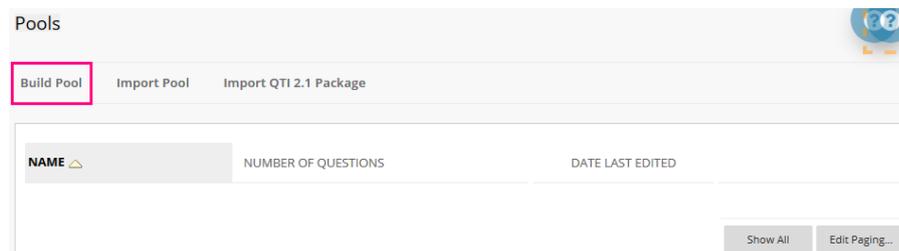
## Steps:

### Create a Pool

1. Access Blackboard Course > “Control Panel” > “Course Tools” > “Tests, Surveys, and Pools”. Click “Pools”.



2. Click “Build Pool”. On the Pool Information page, type a name. Click “Submit”.



Questions: [elarning@cuhk.edu.hk](mailto:elarning@cuhk.edu.hk)

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## POOL INFORMATION

\* Name  
Pool-for-Test1

Description  
For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).

Rich text editor toolbar with options for Bold, Italic, Underline, Paragraph, Arial, 14px, and various alignment and formatting tools.

0 WORDS POWERED BY TINY

Cancel Submit

3. On the Pool Canvas, click “Question Settings” to check and modify the settings. Rollover “Create Question”, select the question type (e.g. Multiple Choice, Essay, File Response).

Pool Canvas: Pool-for-Test1

Create Question Find Questions Upload Questions Question Settings

Calculated Formula  
Calculated Numeric  
Either/Or  
Essay  
File Response  
Fill in Multiple Blanks  
Fill in the Blank  
Hot Spot  
Jumbled Sentence  
Matching  
Multiple Answer  
Multiple Choice

*This test has no questions!*  
*Create questions or add questions from other resources.*

## Create a Question Set in a Test

1. Once the questions are ready in the pool, access “Tests, Surveys and Pools” > “Tests” to build a new test or edit a test which you have already created. On the Test Canvas, rollover “Reuse Question” > “Create Question Set”.

Test Canvas: Test1

Create Question Reuse Question Upload Questions Question Settings

Create Question Set  
Create Random Block  
Find Questions

Description  
Instructions

2. Select the pool and the questions. Click “Show All” before you select all questions if the page does not show all questions. Click “Submit”.

## Create Question Set

Question sets are groups of questions that can be presented in a random fashion determined by the instructor. [More Help](#)

Search current res  Go

**Criteria Summary**  
Pools: Pool-for-Test1

Displaying 1 to 3 of 3 Items

**Browse Criteria**  
View  Reset to Default

**Pools**  
 All Pools  
 Pool-for-Test1  
 QuestionSet1

**Tests**

**Question types**

<input checked="" type="checkbox"/>	QUESTION TEXT	QUESTION TYPE	SOURCE NAME	SOURCE TYPE
<input checked="" type="checkbox"/>	1 + 2	Multiple Choice	Pool-for-Test1	Pool
<input checked="" type="checkbox"/>	3 + 4	Multiple Choice	Pool-for-Test1	Pool
<input checked="" type="checkbox"/>	4 + 5	Multiple Choice	Pool-for-Test1	Pool

Displaying 1 to 3 of 3 Items

Show All

Edit Paging...

**Selected Questions:** 3

Cancel **Submit**

3. Enter the Number of Questions to display.

1. **Question Set**

Points per question: 10  
Total Points: 10

Success: Question set saved with 3 questions. Edit number of questions to display and points.

Total Questions: 3

Number of Questions to display: 1

Questions in the Set

Once the test questions are ready, you could add the test to a content area. For more, please refer to Blackboard Help: [Add a test or survey to a content area](#)

([https://help.blackboard.com/Learn/Instructor/Tests\\_Pools\\_Surveys/Create\\_Tests\\_and\\_Surveys#add-a-test-or-survey-to-a-content-area\\_OTP-4](https://help.blackboard.com/Learn/Instructor/Tests_Pools_Surveys/Create_Tests_and_Surveys#add-a-test-or-survey-to-a-content-area_OTP-4))

Please go through the below page as well: [Blackboard Online Test Best Practices for teachers and supporting staff](#)

(<https://help.edtech.cuhk.edu.hk/docs/blackboard-online-test-best-practices-for-teachers-and-supporting-staff>)