

# How Do I Import My Test to a Blackboard Ultra Course?

Last Modified on 07/01/2024 4:43 pm EDT

After building your test, you'll want to export it from Norton Testmaker before uploading it to Blackboard Ultra. [See instructions to export the test from Norton Testmaker.](#)

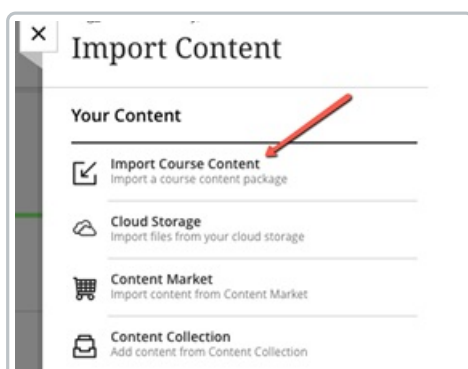
For a video walkthrough of the import process, [click here.](#)

## Importing a Test to a Blackboard Ultra Course

1. Log into your Blackboard Ultra course.
2. Navigate to your course.
3. In the upper right corner, you will see three dots. Click on those dots.
4. Select **Import Content**.



5. Select **Import Course Content**

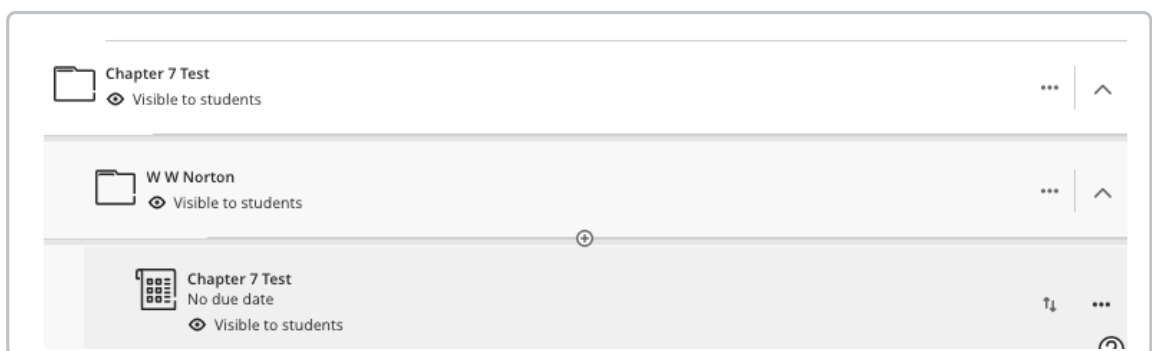


6. You will be prompted to select a file from your computer.
  - Select the ZIP file you downloaded from Norton Testmaker. Select **Import**. (Note: For Made by Norton premade tests, this will be an imssc file.)
  - A message will be displayed in the course indicating the import is in progress.



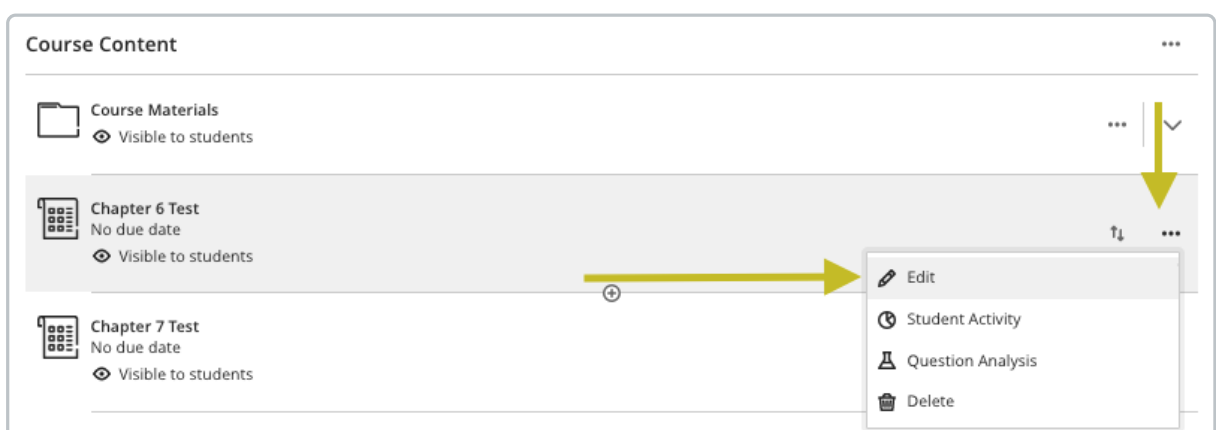
7. You will receive an email from your Blackboard Ultra course letting you know that the import is complete. The email should indicate that 3 items were added to your course.

- a folder titled with the name of your test
- a folder with that folder titled W W Norton
- the actual test will be inside the W W Norton folder



## Moving a Test from the W W Norton folder to the Appropriate Student-facing Content Area of a Course

1. To edit the test click the three dots to the far right of the quiz and select Edit.



2. Edit the test questions and make changes to the test settings as needed.

Content and Settings (0) 51

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**Test Content**

**Question 1** 10 points ...

*Refer to the following table for the next seven questions.*  
 Art Medical Devices and Braun Engineering are both manufacturers of heart implants that can create artificial hearts or pacemakers each fiscal year. The following table describes their annual production possibilities.  
 Artificial Hearts Pacemakers  
 Art 4 600  
 Braun 2 200

What is Art's opportunity cost of a pacemaker?

**Choose at least one correct answer**

- A 1/150 artificial heart Correct answer
- B 100 pacemakers
- C 1/100 artificial heart
- D 150 pacemakers
- E 1/3 artificial heart

**Test Settings**

**Due date**  
[No due date](#)

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**Grade category**  
[Test](#)

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**Grading**  
[Percentage](#) | [840 maximum point](#)

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**Attempts allowed**  
[1 attempt](#)

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**SafeAssign**  
[Enable Originality Report](#)

3. Review the course Gradebook. The Gradebook will now include a column for the test.

BB Ultra Course ADG

## Gradebook

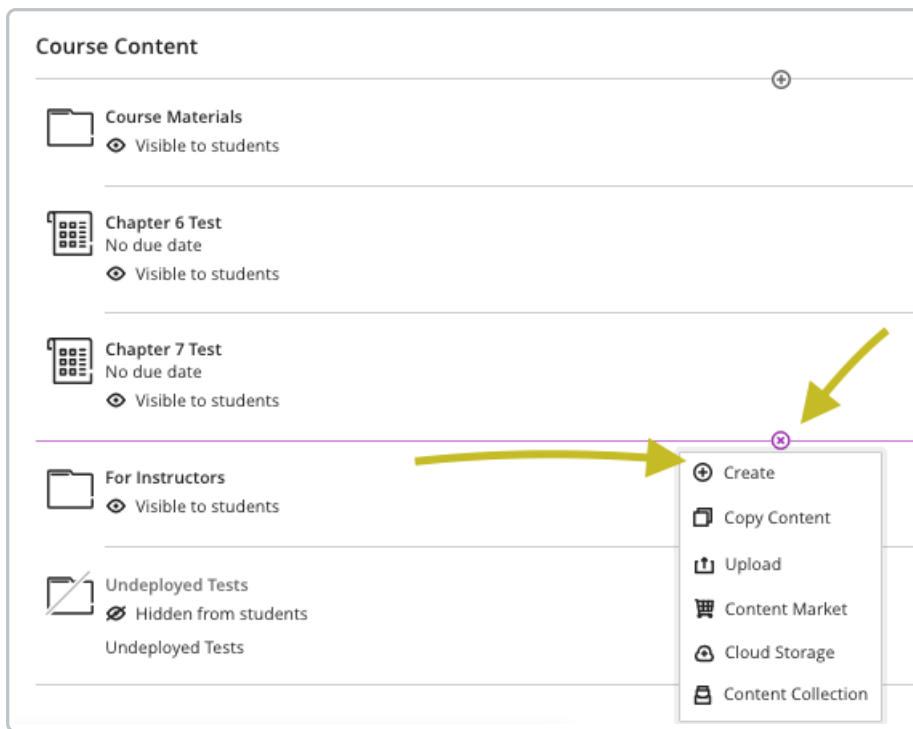
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⚙️

Gradable Items	Students	
Item	Due Date	Status
Total		...
Chapter 7 Test		Nothing to grade ...
Chapter 6 Test		Nothing to grade ...
How to Use InQuizitive Assignment		Nothing to grade ...

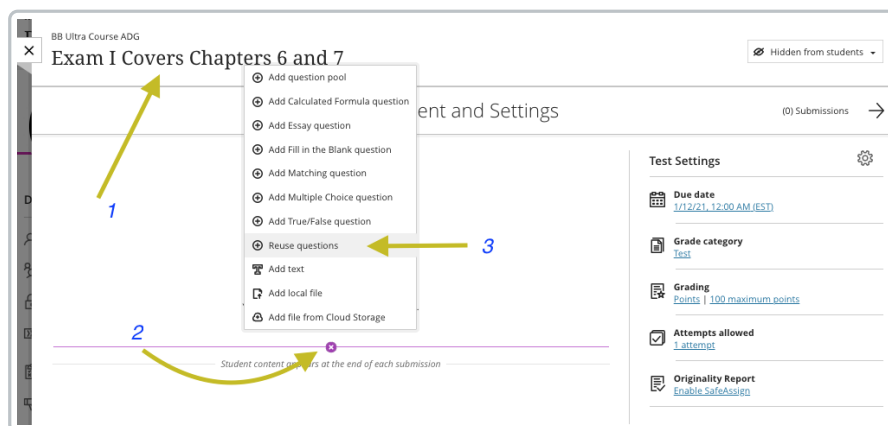
## Building a New Test by Reusing Questions from One or More Tests in Blackboard Ultra

1. Navigate to the student-facing area of the course where you would like the test to appear.
2. Click the plus sign (+) that appears in the content area.
3. Select **Create**.



4. From the right screen Create Item menu select **Test**.

- Enter a name for the test.
- Click the plus sign (+) in the center of the screen.
- Select **Reuse questions**.



5. From the left navigation menu, expand the topic Sources.

6. Check off all the assessments you want to include questions from for the new test. Each question will appear in the middle of the screen.

7. Check off all questions you want to add to the new test.

8. Click the **Copy Questions** button at the bottom of the screen.

Exam I Covers Chapters 6 and 7  
**Reuse Questions**

Filter (2) 27 Results

Ancstral/Derived Traits, GLE Essay Questions

Chapter 08 Life History Tradeoffs and Brain Size, GLE Essay Questions

Chapter 11 Increase in Foraging Complexity, GLE Essay Questions

Chapter 13 Coalescence, GLE Essay Questions

Chapter 14 Race and Modern Human Variation, GLE Essay Questions

Chapter 16 Evolution of Culture/Cooperation

Chapter 7 Test

Chapter 6 Test

Question Types ^

Tags ^

0 questions will be copied

Select all | Clear all

**Chapter 7 Test**

Multiple Choice 10 points

Early in its history, psychology was divided into two branches, each with a distinct focus. What were those two branches?

Multiple Choice 10 points

Ryan is studying to become a lawyer for victims of crime, where cases often rely on eyewitness testimony. Which psychology topic would be the most beneficial for him to know about?

Multiple Choice 10 points

According to the text, psychology is concerned with all of the following topics EXCEPT

Multiple Choice 10 points

According to the text, psychology is concerned with all of the following topics EXCEPT

Multiple Choice 10 points

Cancel Copy Questions

## Using Norton Testmaker to Create Question Banks

Blackboard Ultra does not accept imsc or QTI formatted files at this time. If you have a need for specific question banks for creating randomized test, please contact the W. W. Norton Service Desk and open a request. Be sure to mention Norton Testmaker Question Bank request. You will hear from us soon.