

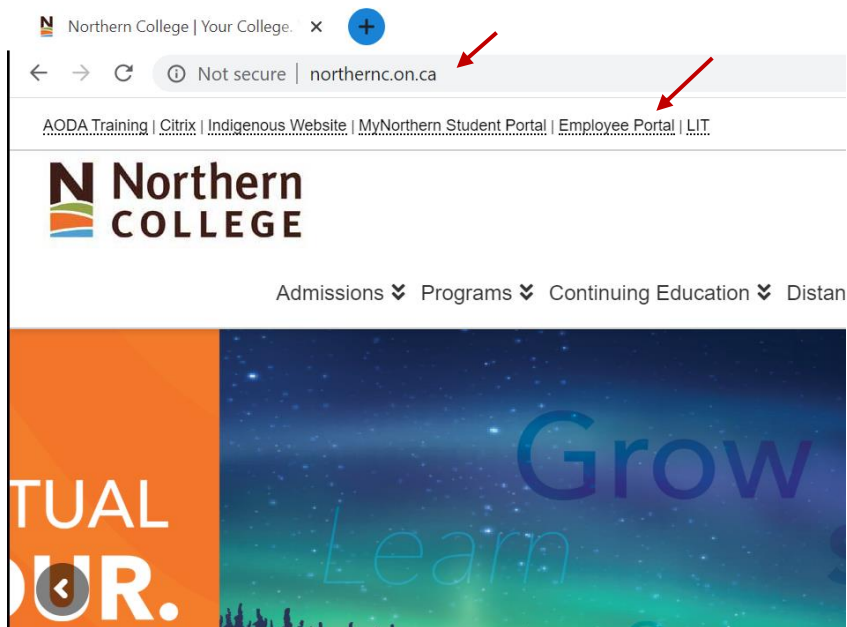
TEST GENERATOR

Previously, you learned how to manually create questions for Blackboard Tests.

In this document, you are going to learn how to use **Northern's Test Generator** to take a test already created as a word document and quickly and easily convert it to a Blackboard text file.

ACCESSING NORTHERN'S TEST GENERATOR

To access **Northern's Test Generator**, go to *www.northernc.on.ca*, click on **Employee Portal**



And underneath **Important Links** on the page that loads (scroll down a bit on the left), you will see **Blackboard Test Generator**.

Important Links

[Accessibility Test Bank \(On Campus Access Only\)](#)

[Blackboard - All Courses Before Fall 2019](#)

[Blackboard - Fall 2019 Courses and Beyond](#)

[Blackboard – Employee HR Mandatory Training](#)

[Blackboard - Test Generator](#) 

[Citrix](#)

[LIT](#)

[Libraries](#)

[Noraction \(On Campus Access Only\)](#)

[Video Conferencing – Instructor Tips](#)

TEST FORMATTING RULES

When you first launch the Test Generator, you have the option to review the text-to-test formatting rules by clicking this link.

Convert Text to Blackboard Test Question File (Text to Test)

Use this tool to create a Blackboard test question file. Test questions can be added to a Blackboard test using the **Upload Question** button you're editing the test.

1. Review the [text-to-test formatting rules](#) if you haven't already do so.
2. Enter properly formatted test questions and answers into the box below, to do this you can:
 - Use the **Insert sample question** option to add sample questions that you can then modify as necessary.
 - Copy and paste questions from another document, and manually reformat as necessary.
 - Type questions in manually.
3. Click the **Continue** button at the bottom of the page to verify your test questions before downloading.

Insert sample question: Multiple choice ▾ Insert

Enter test questions:

THE 5 SAMPLE QUESTIONS

3. Click the **Continue** button at the bottom of the page

Insert sample question: Multiple choice ▾ Insert

Enter test questions:

- Multiple choice
- Multiple answer
- True or false
- Fill in the blank
- Essay question

You can also insert sample questions for each of the 5 different types of test questions that the test generator can handle. Multiple Choice, Multiple Answer, True or False, Fill in the blank, and Essay question.


These 5 questions can be combined and inputted into the generator in any order.

Multiple Choice

Let's insert a Multiple choice question.

Insert sample question:

Enter test questions:



```
1. Which of the following is a prime number?  
a) 4  
*b) 5  
c) 6
```

As you can see, the question is on the top line and immediately followed by the three answers.


The correct answer is indicated with an asterisk prior to the letter.

Multiple Answer

A Multiple Answer is the same formatting; question on the top line, immediately followed by all of the answer variations. But in this example, more than one answer is indicated as correct with an asterisk prior to the letter.

Insert sample question:

Enter test questions:



```
1. Which of the following is a prime number?  
a) 4  
*b) 5  
c) 6  
  
1. Which of the following is a prime number?  
*a) 2  
*b) 3  
d) 4  
*e) 5  
f) 6  
*g) 7
```

NOTE: there is one space of the last answer of the first question and the next question.

True or False

For True or False questions, it's a little bit different. The top line holds the question. Immediately underneath is the answer True or False. There is no asterisk and there is no requirement to put both.

Insert sample question: True or false

Enter test questions:

1. Which of the following is a prime number?

a) 4

*b) 5

c) 6

1. Which of the following is a prime number?

*a) 2

*b) 3

d) 4

*e) 5

f) 6

*g) 7

→ 1. 3 is a prime number.

True

Fill in the blank

Fill in the blank you have your question at the top indicated in this case by two separate answers. So the students could write out the word four or put the number 4 for their answer and both will be correct. There is no asterisk prior to the answer.

Insert sample question: Fill in the blank

Enter test questions:

1. Which of the following is a prime number?

a) 4

*b) 5

c) 6

1. Which of the following is a prime number?

*a) 2

*b) 3

d) 4

*e) 5

f) 6

*g) 7

1. 3 is a prime number.

True

→ 1. Two plus two equals ____.

a. four

b. 4

Essay question

For this example, all you have to do is type the question in. Do not put in an answer.

Insert sample question: Essay question Insert

Enter test questions:

1. Which of the following is a prime number?

a) 4

*b) 5

c) 6

1. Which of the following is a prime number?

*a) 2

*b) 3

d) 4

*e) 5

f) 6

*g) 7

1. 3 is a prime number.

True

1. Two plus two equals ____.

a. four

b. 4

→ 1. Tell me your life story.

NOTE: again, notice, that there is one space between every question.

If you insert sample questions when you are using the Test Generator, make sure to highlight and delete them before adding your own questions. Otherwise, those questions would be included in your test.

INSERTING YOUR OWN QUESTIONS FROM A WORD DOCUMENT

Here is a test created in word already, (next page). There are 2 multiple choice questions, 2 true or false questions, a multiple answer, 2 fill in the blank, and an essay question.

Test # 1

1. Starters intended to protect motors that operate on 240 volts should contain____ load contacts?
 - a. two
 - b. three
 - c. five
 - d. six
2. A line Voltage sensing device (such as a line level thermostat) is:
 - a. A device that measure the voltage on the motor supply line
 - b. A sensing device that can handle the rated voltage and current of a motor
 - c. A sensing device that can handle lower voltage and current levels than the motor
 - d. A sensing device that measure the voltage on the control circuit
3. There are two types of overload relays: Magnetic and Thermal
True or False
4. All overload relays contain a set of bimetallic contacts.
True or False
5. Select four ways of producing electricity
 - a. Magnetic
 - b. Solar
 - c. Kneading
 - d. Arguing
 - e. Wind
 - f. Solar
6. Electronic overload relays employ a current _____ to sense the motor current
 - a. Transformer
7. Triplex cable has _____ conductors
 - a. 3
 - b. three

Anytime a motor has tripped on overload, the electrician should check the motor and circuit to determine why the overload tripped. Describe the first ste

Now all you have to do is highlight all of the questions in your document. *Take note not to highlight any titles or instruction in the document. You simply want the questions.* Once highlighted, right click/copy. Then paste them in the large area in the test generator.

You will now see all of the questions with their possible answers.

Insert sample question:

Enter test questions:

1. Starters intended to protect motors that operate on 240 volts should contain___ load contacts?
 - a. two
 - b. three
 - c. five
 - d. six
2. A line Voltage sensing device (such as a line level thermostat) is:
 - a. A device that measure the voltage on the motor supply line
 - b. A sensing device that can handle the rated voltage and current of a motor
 - c. A sensing device that can handle lower voltage and current levels than the motor
 - d. A sensing device that measure the voltage on the control circuit
3. There are two types of overload relays: Magnetic and Thermal
True or False
4. All overload relays contain a set of bimetallic contacts.
True or False
5. Select four ways of producing electricity
 - a. Magnetic
 - b. Solar
 - c. Kneading
 - d. Arguing
 - e. Wind
 - f. Solar
6. Electronic overload relays employ a current _____ to sense the motor

Multiple choice: Now all you have to do is indicate which answer is correct by adding an Asterisks next to the right answer/s.

Enter test questions:

1. Starters intended to protect motors that operate on 240 volts should contain___ load contacts?
 - *a. two
 - b. three
 - c. five
 - d. six
2. A line Voltage sensing device (such as a line level thermostat) is:
 - a. A device that measure the voltage on the motor supply line
 - *b. A sensing device that can handle the rated voltage and current of a motor
 - c. A sensing device that can handle lower voltage and current levels than the motor
 - d. A sensing device that measure the voltage on the control circuit

True or false: Remove the incorrect answer and leave the one that is correct.

3. There are two types of overload relays: Magnetic and Thermal
True

4. All overload relays contain a set of bimetallic contacts.
True

Multiple answer: Question 5 is a multiple answer, so you're going to indicate all of the correct answers with an asterisk.

5. Select four ways of producing electricity
*a. Magnetic
*b. Solar
c. Kneading
d. Arguing
*e. Wind
*f. Solar

Fill in the blanks: Question 6 and 7 are fill in the blanks. Therefore they don't require an asterisk. There is a question and answer. So you just leave it as is.

6. Electronic overload relays employ a current _____ to sense the motor
current
a. Transformer

7. Triplex cable has _____ conductors
3
a. three

Essay: Question 8 is an essay. So it will simply stay as is.

NOTE: when copying over your questions from a word document, if you used the formatting with the letters and numbers in front of each of the answers, then you'd want to leave this default of *Automatically remove leading numbers and letters from questions and answers.*

h. Solar

- ☒ Automatically remove leading numbers and letters from questions and answers.
☐ Do *not* remove leading numbers and letters from questions and answers (you will need to remove them manually).

Continue (verify test questions) →

If your document didn't have an leading numbers or letters, then you would choose "*Do not remove leading numbers and letters...*"

Once completed, click continue.

This next page gives you an opportunity to review the information you put in. And review how the test generator interpreted that information. This allows you to be sure that your formatting is correct and the generator is interpreting questions correctly.

1. Review your test questions and ensure that the question, question type, and correct answer are correct.
 - * If a question has not been detected as intended, click the **Back to Previous Page** button
 - * Please note that Blackboard doesn't handle non-ASCII characters in Test Question Files
2. Click the **Download Test Question File** button at the bottom of the page to download your
3. Save your test question file.

[← Back to Previous Page](#)

1.	Starters intended to protect motors that operate on 240 volts should contain
a.	two
b.	three
c.	five
d.	six

Fill in the blank	
Q:	Starters intended to protect motors that operate on 240 volts should contain ___ load contacts
A:	two
A:	three
A:	five
A:	six

2.	A line Voltage sensing device (such as a line level thermostat)
a.	A device that measure the voltage on the motor supply line
b.	A sensing device that can handle the rated voltage and current of a motor
c.	A sensing device that can handle lower voltage and current levels than the motor
d.	A sensing device that measure the voltage on the control circuit

Fill in the blank	
Q:	A line Voltage sensing device (such as a line level thermostat) is:
A:	A device that measure the voltage on the motor supply line
A:	A sensing device that can handle the rated voltage and current of a motor
A:	A sensing device that can handle lower voltage and current levels than the motor
A:	A sensing device that measure the voltage on the control circuit

3.	There are two types of overload relays: Magnetic and Thermal
True or False	

Fill in the blank	
Q:	There are two types of overload relays: Magnetic and Thermal
A:	True or False

Each question is divided into two sections:

1.	Starters intended to protect motors that operate on 240 volts should contain
a.	two
b.	three
c.	five
d.	six

Fill in the blank	
Q:	Starters intended to protect motors that operate on 240 volts should contain
A:	two
A:	three
A:	five
A:	six

The top grey section is the part you put in.

The bottom white section is how the generator is receiving that information.

So for question 1 and 2, here is the questions and the answers that we put in as multiple choice.

2. A line Voltage sensing device (such as a line level thermistor)

- a. A device that measure the voltage on the motor supply
- *b. A sensing device that can handle the rated voltage and current
- c. A sensing device that can handle lower voltage and current
- d. A sensing device that measure the voltage on the motor supply

Multiple choice

Q: A line Voltage sensing device (such as a line level thermistor)

A: A device that measure the voltage on the motor supply

A: ✓ A sensing device that can handle the rated voltage and current

A: A sensing device that can handle lower voltage and current

A: A sensing device that measure the voltage on the motor supply

And the generator is picking it up as a multiple choice. Here's the question and the 4 possible answers, with the correct answer indicated with a check mark.

For questions 3 and 4, they are both being picked up as a true and false with the answer indicated as true in both cases.

3. There are two types of overload relays: Magnetic and Thermal

True

True/False

Q: There are two types of overload relays: Magnetic and Thermal

A: True

4. All overload relays contain a set of bimetallic contacts

True

True/False

Q: All overload relays contain a set of bimetallic contacts.

A: True

Question 5 is a Multiple answer question, showing the 4 answers that are correct.

5. Select four ways of producing electricity

- *a. Magnetic
- *b. Solar
- c. Kneading
- d. Arguing
- *e. Wind
- *f. Solar

Multiple answer

Q: Select four ways of producing electricity

A: ✓ Magnetic

A: ✓ Solar

A: Kneading

A: Arguing

A: ✓ Wind

A: ✓ Solar

Question 6 and 7 are both fill in the blank with the question indicated and the answer (or answers) immediately below,

6.	Electronic overload relays employ a current _____
a.	Transformer
Fill in the blank	
Q:	Electronic overload relays employ a current _____ to sense the
A:	Transformer

7.	Triplex cable has _____ conductors
a.	3
b.	three
Fill in the blank	
Q:	Triplex cable has _____ conductors
A:	3
A:	three

Question 8, the last question is an Essay

8.	Anytime a motor has tripped on o
Essay	
Q:	Anytime a motor has tripped on overload, the

NOTE: if you made any mistakes at this point, you could go back to previous page and fix the errors.

8.	Anytime a motor has
Essay	
Q:	Anytime a motor has tripped on o

[← Back to Previous Page](#)

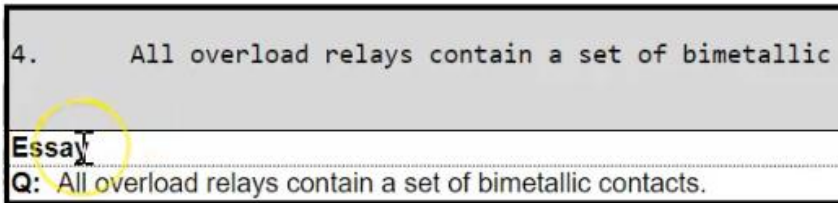
[Download Test Question File](#)

Let's go back just to show you if you didn't format a question correctly. Let's say for example, question 4, remove the answer true, add a space and then type the answer true. Keep everything else the same. Scroll back down and click continue.

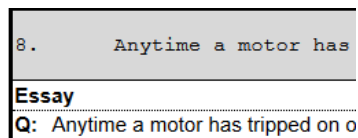
4.	All overload relays contain a
True	
5.	I select four ways of producing

Then when you scroll down, all the questions are correct. However, when you get to question 4 which you just changed, it no longer picks it up as a true and false. Because of the extra space, all it sees is the question and not an answer. So it assumes it's an essay.

And then, the word true is on a line by itself because it's also being picked up as an Essay question.



To fix the error, click the back to previous button



[← Back to Previous Page](#)

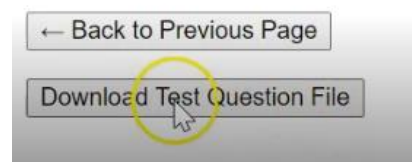
[Download Test Question File](#)

Remove the space before true. And then continue.

4. All overload rel
True
5. Select four ways

Now all of the questions, are now again, correct.

Once your document is correct and you are ready, click on “**Download Test Question File**”. This will download a Blackboard text file (blackboard.txt) into your downloads folder.



There is no need to open this file, just needs to remain there so that when we go back into blackboard, we can pull it forward.



In this example, it's called "BlackboardTest(5).txt".

Every time you create a new test, it increases the number within that bracket.

Navigate back to your Blackboard course where we are ready to create questions. Rather than clicking on "Create Question" you will choose "Upload Questions".

Click on Browse and find the file that was just downloaded in your download folder.

Upload Questions

Questions can be authored offline in a specially designed tool. Questions can be edited and used like questions

UPLOAD QUESTIONS

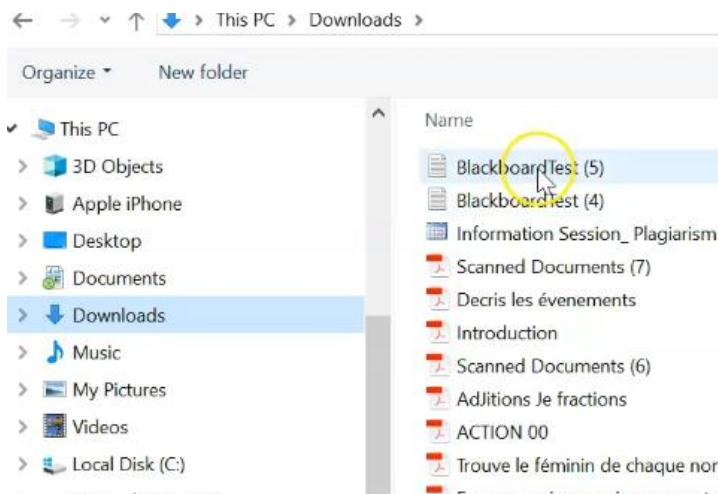
*Click **Browse** to locate a file to import.*

File containing questions to import

Browse

Points per question

You will see the latest test you created at the top. Click on it and choose **Open**.



At this point, Blackboard allows us to change the default value for all of the questions. So instead of 10, you can assign a value of 1 to every questions. Then once you get into the test, you can manually assign a different value to questions that might be worth more, like the Essay questions.

Click submit.

UPLOAD QUESTIONS

Click **Browse** to locate a file to import.

File containing questions to import

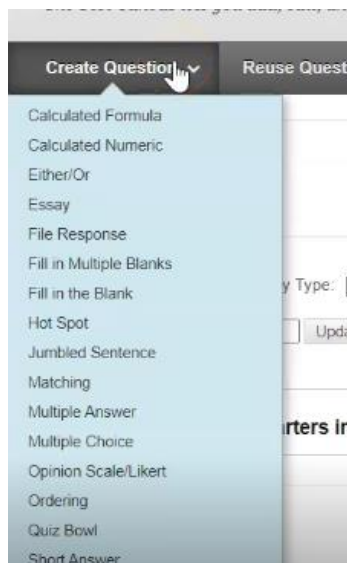
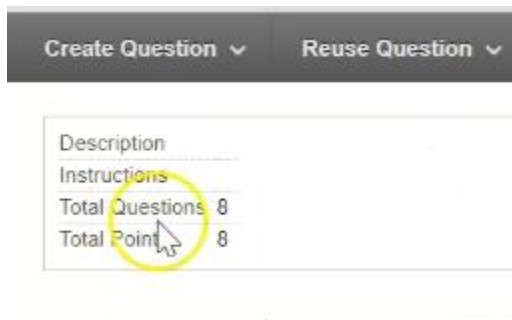
BlackboardTest.txt Remove

Points per question

Enter the points possible per question. The default value is assigned from Question Question Settings, 0 is used. Changing the value here does not affect Question Setti

10

You will now see that your test has a total of 8 questions with a value of 8 points. You can now scroll down to see all your questions created.



You could also at this point insert your own questions if they are something different than the 5 question types that the generator can handle. So if you wanted to put in a **Calculated Numeric**, or a **Jumbled Sentence**, you can add those manually now.

And that is how you use the Generator.