Creating Fill in the Blank Questions

Fill in the Blank answers are checked for an exact text match, so it is important to keep the answers simple and limited to as few words as possible. Answers are not case sensitive, but are evaluated based on spelling. Consider the following tips:

- Try to limit answers to one word to avoid incorrect answers due to extra spaces between words or a change in the order of the words in the answer.
- Provide answers that allow for common spelling errors, abbreviations and/or partial answers.
- Phrase the question so there is only one answer and indicate to students the best way to answer the question.

Example:

Note: This tutorial assumes the test has already been created within Blackboard. Refer to the “Adding a Test to Test/Survey/Pool Area” tutorial for further information about this step.

1. From the Test Canvas screen, choose Fill in the Blank from the Create Question menu.

   ![Create Question Menu]

2. Enter the Question Text and provide a Point Value.

   Note: The blank box will be automatically added to the question, you do not need to include a blank line or any other indicator after typing the question.

   ![Question Text Example]

   ![Point Value Example]
3. Choose the number of possible answers and enter each of the possible solutions within each answer box.

<table>
<thead>
<tr>
<th>Number of Answers</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>✭ Answer 1</td>
<td>19</td>
</tr>
<tr>
<td>✭ Answer 2</td>
<td>19th</td>
</tr>
<tr>
<td>✭ Answer 3</td>
<td>Nineteen</td>
</tr>
<tr>
<td>✭ Answer 4</td>
<td>Nineteenth</td>
</tr>
</tbody>
</table>

4. Provide Feedback for Correct and Incorrect Answers if desired.

5. Finally, click Submit to save the completed question.