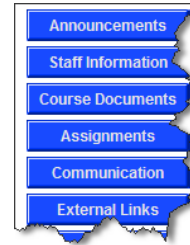


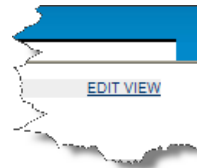
How do I Make a Test or Survey Available to My Students?

Once you have your test or survey placed in an area of your course and are ready for course participants to complete it, you will need to make it available. The following steps will walk you through this process, which is the same for tests and surveys.

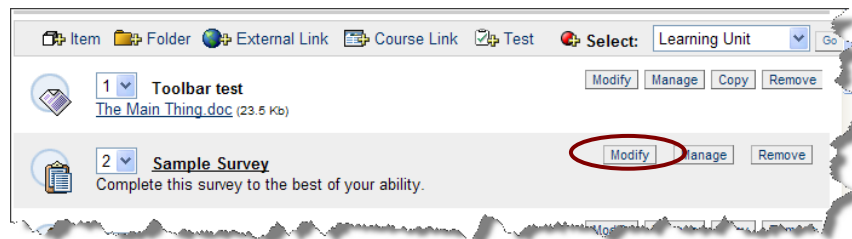
1. While in your Blackboard Course, click on a **main menu item** (buttons on the left of page) where the test or survey is located.



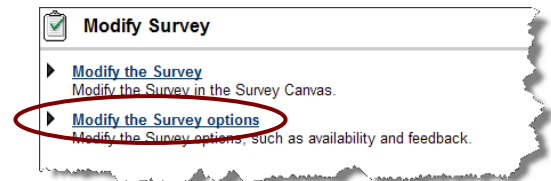
2. Click the **Edit View link** in the upper right corner.



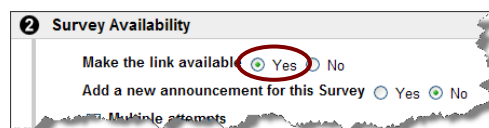
3. Click **Modify** by the item you would like to make available.



4. Click the **Modify the Survey (Test) Options link**.



5. Click **“Yes”**.



6. Click **Submit**.