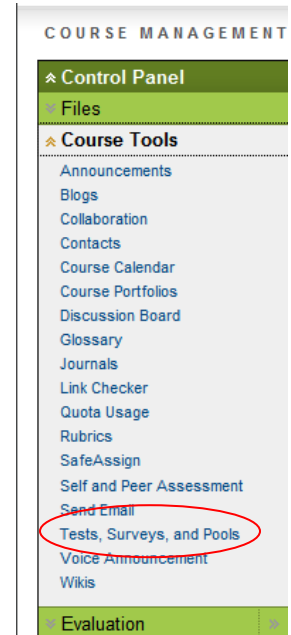
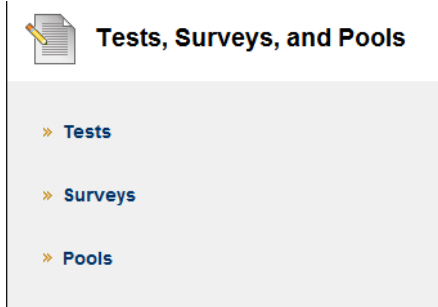


## Find and Edit Existing Tests, Surveys, and Pools

In any course shell you may have many tests, surveys and pools already created. You can use the Tests, Surveys, and Pools tool to see all of the existing assessments, make necessary changes to them, or import assessments from another course and export assessments to other courses.

The Tests, Surveys, and Pools tool replaces the Test Manager, Survey Manager, and Pool Manager screens from Blackboard 8.

1. You can access the Tests, Surveys, and Pools tool from the Control Panel under Course Tools.
2. Click the appropriate link in the Tests, Surveys, and Pools page which appears after you click Tests, Surveys, and Pools.



3. In the Tests or Surveys or Pools page that appears, all of tests, pools, or surveys which currently exist in this course appear sorted in alphabetical order by default.

Name	Deployed	Date Last Edited
Chapter One Test	No	July 13, 2010
Learning Modules	No	July 13, 2010
Mid-Term Exam	Assignments	July 13, 2010
Respondus LDB Test	Assignments	July 9, 2010

Displaying 1 to 4 of 4 items    Show All    Edit Paging

4. The “Deployed” column indicates whether an assessment has been added to a content area so it can be made visible to students. The content area where the assessment is available is listed in this column. Assessments displayed with “No” in the Deployed column are **not** available to students. See “[Create a Test and/or Survey](#)” for instructions for deploying assessments into content areas.
5. Click the chevron arrows located on the right side of each assessment name to Edit, Copy, or Delete that assessment. You can also Export the assessment as a Zip file which can be Imported into another course using the Tests, Surveys, and Pools tool.

