

Extra Credit

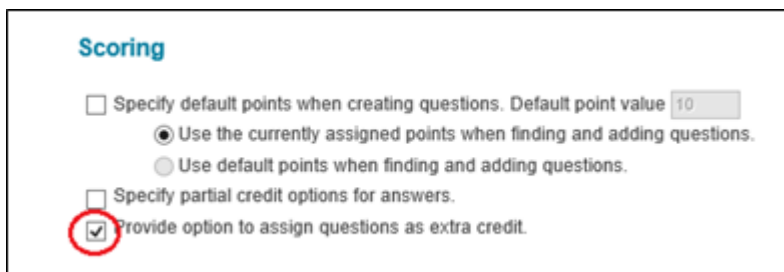
Individual assessment questions and assignments may be categorized as extra credit.

How to Make an Exam Question Extra Credit

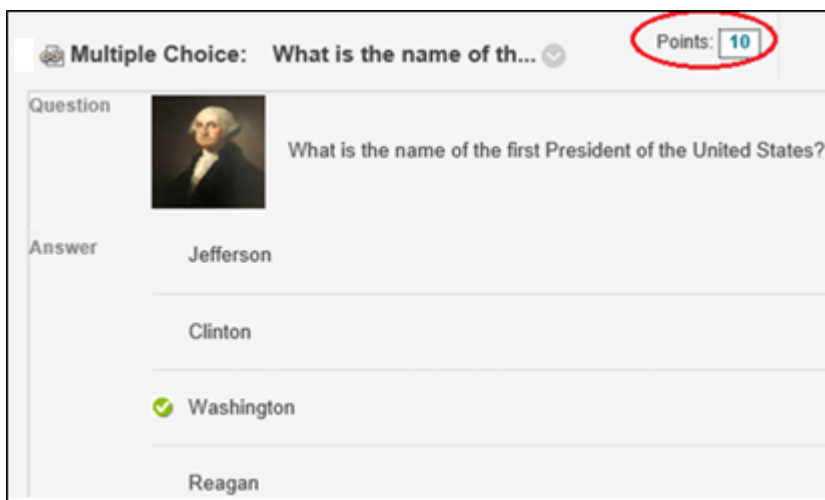
1. In the **Control Panel** go to **Tests, Surveys and Pools**, and select **Tests**
2. Select **Edit** from the drop down menu next to test name. You will see all of the test questions on the page. **Note:** *to assign extra credit to an individual test question the test must be one created using "Create Question" or "Reuse Question – Find Questions"*
3. Click the **Question Settings** button



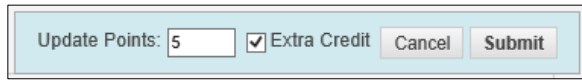
4. Under Scoring check **Provide option to assign questions as extra credit.**



5. Click on the points next to the question you wish to make extra credit



6. A window will pop up with the Extra Credit Option. Check this and update the points you wish to award for this question as extra credit.



Update Points: Extra Credit

7. Click **Submit**. The question point value will now display as extra credit.

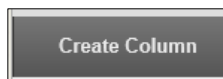


Points: (Extra Credit)

8. Click **OK**

How to Create an Extra Credit Assignment

1. In the Full Grade Center click **Create Column**



Create Column

2. **Name** the column
3. Set **Primary Display** as Score.
4. Set **Possible Points** as 0

Column Information

* Column Name

Grade Center Name

Description

Path:

Primary Display

Secondary Display
This display option is shown in the Grade Center only.

Category

* Points Possible

5. Select **Yes** to include in grade center calculations

Options

Include this Column in Grade Center Calculations Yes No

Show this Column to Students Yes No

Show Statistics (average and median) for this column to Students in My Grades Yes No

6. Click **Submit**

Additional Resources: Blackboard Help <https://help.blackboard.com>