

1. Open Exam View test generator
2. Open an Existing Test
3. Browse for Test
4. File>Export
5. Select Blackboard 7.1 Plus (should be the second Blackboard Option)
6. Save the file on your computer (remember the location)
7. Give the test a title (Call it whatever you want the students to see)
8. Directory save it the same as #7
9. Open Bb
10. Navigate to Course Tools> tests, surveys, pools
11. Select Tests
12. Select Tests, Surveys and Pools
13. Import Test
14. Browse to find the file that you just created in zip file. (Not a .tst file).
15. Deploy the new test in the desired module.