



Blackboard Quick Reference Guide

Removing a Test or Survey after Deploying

Removing a deployed test or survey before deployment is a relatively simple matter. But removing the test or survey *after* deployment is trickier.

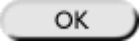
Removal must be done from the Content Area in which the assessment item was first created. (Then, if desired, the test or survey can be deleted permanently via the Test Manager or Survey Manager.)

Naturally, be careful in this procedure. Removing the assessment from the Content Area does not remove the related Gradebook item – and any student scores – but individual attempts made by students are lost. As an alternative to removal, you could just make the assessment unavailable in the Content Area.


Removing an Assessment

Step 1: Navigate to the assessment (located within a Content Area) you wish to remove.

Step 2: Click  .

Step 3: Click  to confirm deletion.

- For surveys, the following warning page appears (a similar warning appears for removing a test):



 **Remove Survey**

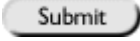
Warning: Removing this content item will also remove all attempts for this Survey. Retain the Gradebook item and results for this Survey by choosing Preserve results below. This action cannot be undone. If the Survey attempts should not be removed, hit Cancel below and make this content item unavailable rather than removing it.

Preserve results in the Gradebook for this Survey, but all attempts for this Survey will be removed.

Remove this content item, the Gradebook item for this Survey, all status indicators for this Survey, and all attempts for this Survey.

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Step 4: Select the desired option and click  .