# Customizing Assessment Settings

Published 1/13/2023 by Anh Lam

You can easily customize the Settings of any Assessment you create. In this article, you will learn about the different sections in the Assessment Settings panel including:
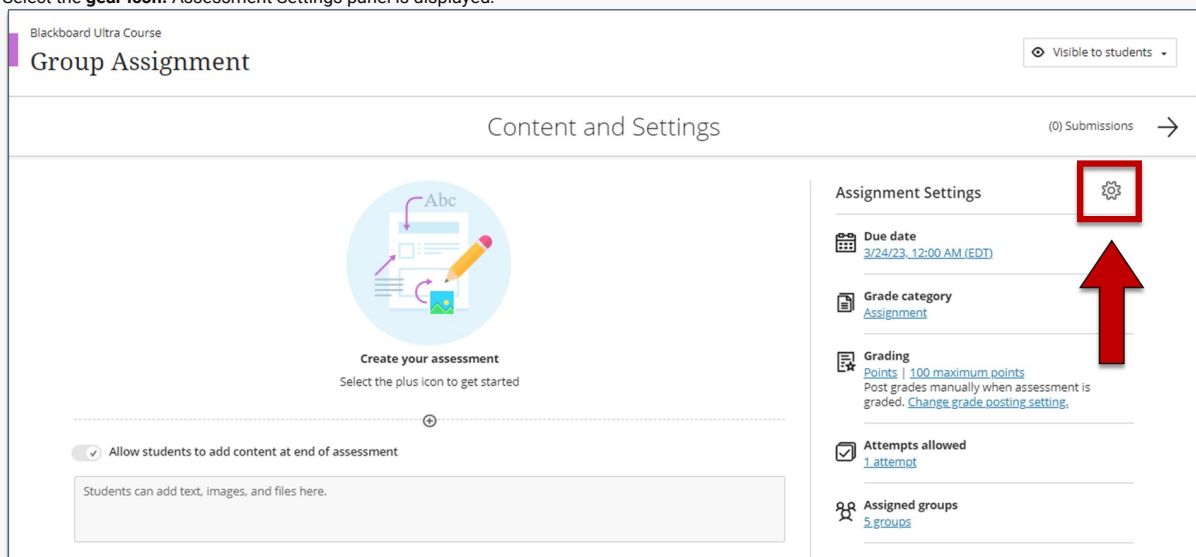
- Details & Information
- Presentation Options
- Grading & Submissions
- Assessment results
- Assessment security
- Additional Tools
- Description

Editing Assessment Settings

1. Select the **Assessment** you want to customize.
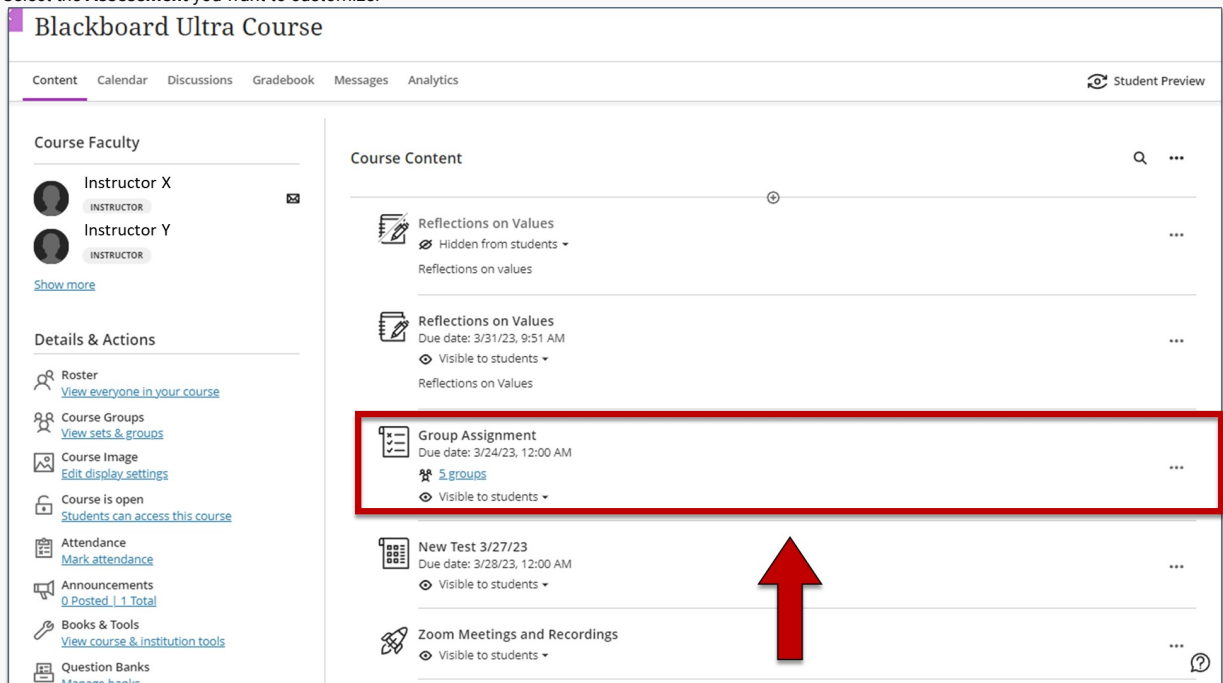
2. Select the **gear icon.** Assessment Settings panel is displayed.

Details & Information

In the **Details & Information** section of the Assessment Settings panel, you can customize the following:

1. **Due date**: Select the due date and time for the Assessment.

2. **Prohibit late submissions**: Students can't start submit after the due date and time has passed.

3. **Prohibit new attempts after due date**: Students can't start a new attempt once the due date and time has passed

4. **Allow Class Conversations**: Enabling Class Conversations allows students to discuss the content with you and their classmates.

5. **Collect submissions offline**: You can grade and leave feedback for submissions collected offline. This is a great option for hybrid courses that may feature in-person Assessments.
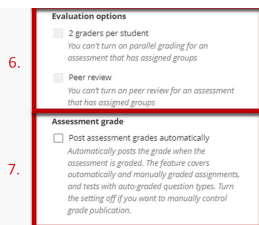
Presentation Options

In the **Presentation Options** section of the Assessment Settings panel, you can customize the following:

1. **Display one question at a time**: Students can only view one question at a time.

2. **Prohibit backtracking**: Students cannot go back to a previous question.

3. **Randomize questions**: Randomize the questions. This option can help prevent cheating. **Note**: questions cannot be randomized if the assessment has text blocks or attachments.

4. **Randomize answers**: Randomize answer options to a question. This option can help prevent cheating.

5. **Randomize pages**: Randomize which pages are presented. This option is great if there is no sequence to the content.

Grading & Submissions
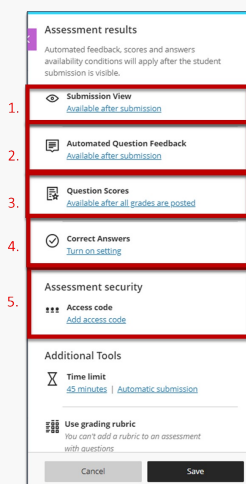
In the **Grading & Submissions** section of the Assessment Settings panel, you can customize the following:

1. **Grade category:** A Grade Category can help you group types of Assessments.

2. **Attempts allowed**: Choose how many attempts a student can submit their Assessment.

3. **Grade using**: Choose how Grades will be presented. Options include Letter, Points, and Percentage.

4. **Maximum points:** Choose the maximum grade a student can be assigned for their Assessment.

5. **Anonymous grading:** Hide a student's name while grading their Assessment.

6. **Evaluation options:** Enable peer evaluation among students.

7. **Assessment grade**: Post Assessment grades automatically. The feature covers automatically and manually graded assignments, and tests with auto-graded question types. Turn the setting off if you want to manually control grade publication.

## Assessment Results and Assessment Security

In the **Assessment results** and **Assessment security** section of the Assessment Settings panel, you can customize the following:

1. **Submission View**: Customize when the submission content is visible to students including: after submission, after individual grade is posted, after due date, after all grades are posted or on a specific date.

2. **Automated Question Feedback**: Automate feedback for students depending on their answer (correct vs incorrect). You can choose when this feedback is available for students: after submission, after due date, after all grades are posted, or on a specific date.

3. **Question Scores**: Choose when the score of each question can be viewed by students, including: after individual grade is posted, after due date, after all grades are posted, or on a specific date.

4. **Correct Answers**: Choose when the correct answers can be viewed by students by choosing when: after individual grade is posted, after due date, after all grades are posted, or on a specific date.

5. **Access code**: Enabling the access code will provide the instructor or proctor with a code so students can open an attempt.

Additional Tools and Description

In the **Additional Tools** and **Description** of the Assessment Settings panel, you can customize the following:
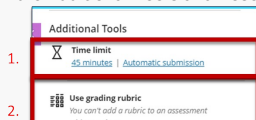
1. **Time limit:** Select the time limit for the Assessment, and select whether a student is given extra time, or if their submission is automatically submitted once the time limit is up.

2. **Use grading rubric:** Attach a Rubric to the Assessment.

    - To learn how to create a Rubric, see: Creating a Rubric.

3. **Goals & standards:** Align content items to Goals in order to report goals coverage information for this course.

4. **Assigned groups:** Assign groups to the Assessment.

    - To learn how to create a Group Assignment, see: Creating a Group Assignment.

5. **Originality Report:** Enable SafeAssign if you want to receive an originality report.

    - To learn how to enable SafeAssign, see: Enabling SafeAssign for Assessments.

6. **Description:** Add a description of the Assessment.

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tags : additional-tools, assessment, assessment-results, assessment-security, assessment-settings, blackboard-ultra, creating-content, details-and-information, editing-assessment-settings, grading-and-submissions, presentation-options, ultra