Creating an Individual Challenge Assignment

The Blackboard Challenge tool allows you to bundle whole Challenges or individual modules into an assignment that can be simply a learning resource or a formative or summative assessment. The tool automatically creates a column in the assignments area of Grade Centre enabling you to monitor completion, which you can hide or make visible to students.
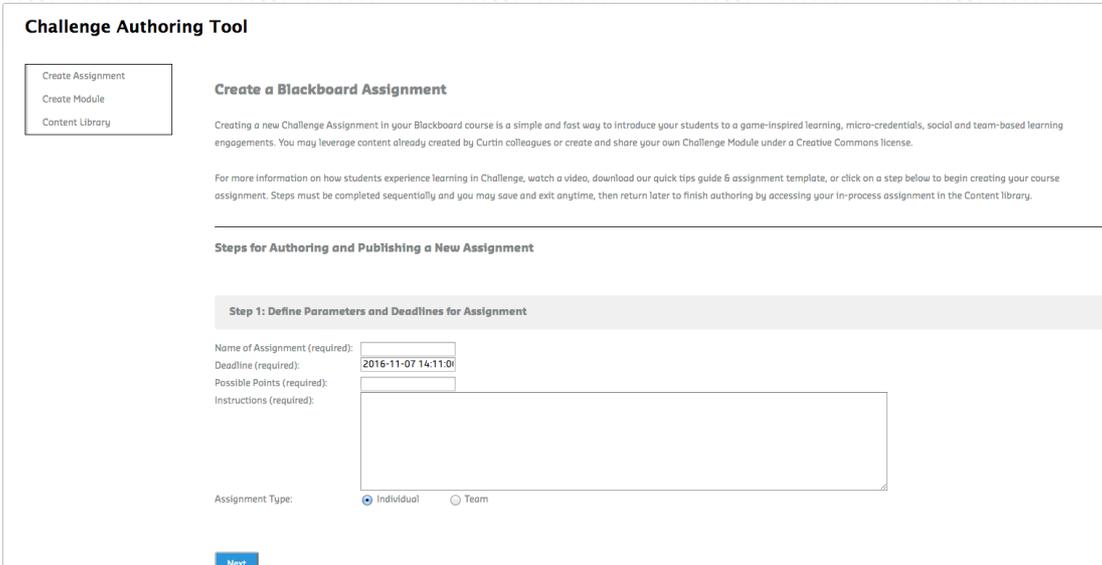
Please note: students can only ever complete Challenge modules once. Therefore, if they have already completed Challenge modules via the Challenge Platform or another assignment they cannot do them again but they can re-visit the module content but cannot submit any answers. Step 3 shows how to include assessment or reflective questions which students will have to complete.

Keep in mind a module takes on average one and a half hours to complete. (A list of average completion hours per module is included in the appendix)
Note: Modules can only ever be completed once. If students have already completed a module it will show up as orange and 100 in the centre. We do not have an automatic mechanism for providing information about which students have already completed modules.

Step 1
In your Blackboard unit choose *Course Tools>Challenge* to access the Challenge Authoring Tool.

Complete the details to set the parameters for your assignment. Click on the date in the Deadline text area to access the calendar. Choose a date and time for submission/completion. Enter points by click in the text area and using up or down arrows or type in numerals. If you don't want points, choose 0. Provide detailed instructions and click Next.

Step 2

Click Choose Content and one of the Challenge headings to access the modules (eg Careers). Use the check box to choose the modules you want to include. You can mix and match between Challenges.

Careers

☑ Careers: Interviews
☐ Careers: Selection Criteria
☐ Careers: Stop Googling, Start Networking
☐ Careers: Who am I?
☑ Careers: Decision Making Strategies
☐ Careers: Cover Letters
☐ Careers: How do I get to know my industry?
☐ Careers: Resumes
☐ Careers: Drive your Career
☑ Careers: Boosting your Professionalism
☐ Careers: What is your Personal Brand?
☑ Careers: Workplace Rights and Responsibilities
☐ Careers: Intrapreneurship
☐ Careers: Entrepreneurship

Click *Confirm! Let's add content*. You can review the modules you have chosen on the "existing modules assigned" page by click on Preview. If you want to delete a module click the x to the right of the module item. Always use the Back button not the browser back button. Choose Confirm.

Step 3

This next step allows you to create questions to assess what students have learned or to ask them to reflect on what they have learned.
You add just one question or a combination of each question type and multiple numbers of questions – just click **save** then choose another and click **next when** you are done.

○ Multiple Choice ○ Constructed response ○ Likert Scale

Next

When you have finished go to the Content library and view your assignment.

Create Assignment

Create Module

Content Library

Content Library

Once an assignment is published, it can no longer be deleted. If you require assistance with removing this assignment from your course, please contact support.

My Assignments	My Modules				
My Assignment Name	**Date Due**	**Status**		**Publish**	**Delete**
Careers Preparation	2016-11-07 14:17:00	Complete, Not Published		Publish	Delete

You can edit your assignment at this point by clicking anywhere on the assignment (under Assignment Name, Date, Status). Students won't see it until it is published. Click Publish.

Once published a Content link will be created in the Blackboard unit menu the first time. Subsequent assignments will be added to the Content link. Rename the link to be meaningful e.g. Challenge modules if you wish but please note any subsequent assignments you create in that Blackboard unit will create a Content link and students will not be able to see it. Therefore, if you want to create more than one assignment and to have a different menu name to Content then create all assignments then change the menu item name.

What do Students see?

Students will see a Content menu link unless you have named it something else.
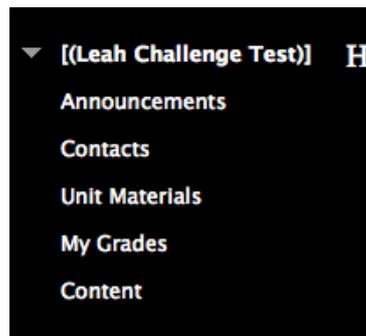
When they click on the Content menu link they see the Assignment details and link to the Assignment.
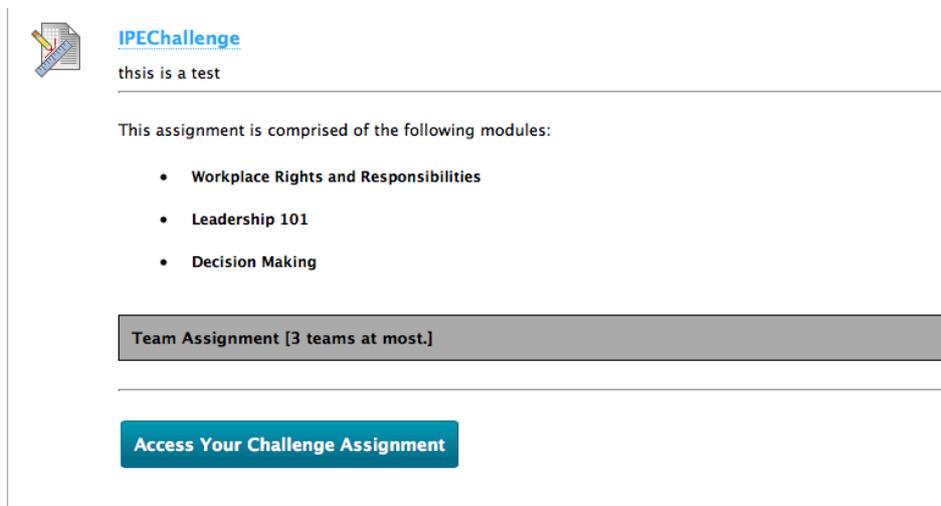
If there is more than one assignment they will all be listed and clicking on the Assignment title (eg. IPEChallenge) provides all details about that assignment. They click on Access Your Challenge Assignment button. This may seem too many clicks but it is the transition from Blackboard through single sign on to the Challenge platform which opens in a new browser window.

Students need to click on their assignment to access it. They can come back as many times as they want until they have completed each module. When in the Challenge platform students can access their Assignments from this menu.
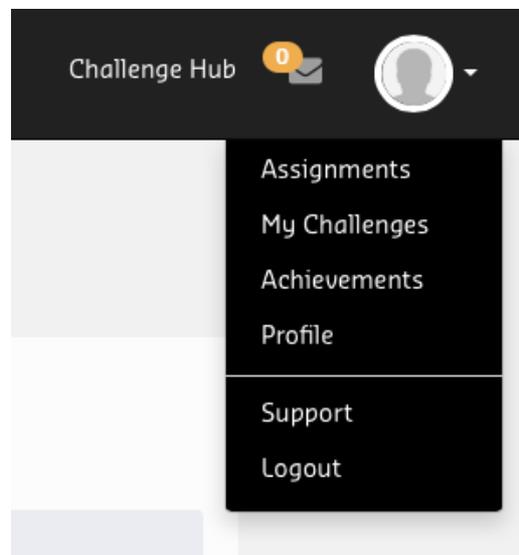
Students will see the bundled modules and the final reflection questions have a lock and cannot be attempted until all modules are fully complete. When a module is fully complete a blue circle replaces the grey circle. Each module contains approximately 5 activity pages and partially completed modules are displayed with blue denoting the percentage of completion. Students can partially complete a module and move to another but cannot complete the assignment reflection questions until all are complete.

Access instructions click on arrow

Click on a Module

It is possible to go back and review completed activities but they cannot be resubmitted. After completing all modules students have to log back into (or go back to) the assignment page to complete the reflective questions.

Creating a Challenge Team Assignment
An assignment that allows groups of students to collaborate on a document, vote on drafts and promote to final draft is available.

Follow the same steps as for an Individual Challenge Assignment but choose Team instead of Individual.

Steps for Authoring and Publishing a New Assignment

Step 1: Define Parameters and Deadlines for Assignment

Name of Assignment (required):	My Challenge
Deadline (required):	2017-04-07 19:00:0
Possible Points (required):	0
Instructions (required):	In this Challenge you will complete 3 modules and a reflective question

Assignment Type: ○ Individual ● Team

Maximum number of teams: Max: 4

Next