



## Creating Fill in the Blanks (FIB) Questions in D2L – D2L Tutorial

This tutorial is for faculty who have previous experience using the Quizzes tool and Question Library in D2L. For further information, please contact [elearning@camosun.ca](mailto:elearning@camosun.ca) for assistance.

### Scenario

This tutorial will describe how to create a **Fill in the Blanks** question for use in the Quizzes tool in D2L. Note that this question type uses an older creation interface that is different from Multiple Choice, Short Answer, etc. which is a bit more complicated to navigate.

### Steps

1. Go to the **Quizzes** tool in your course, then click **Question Library**.

The screenshot shows the D2L interface for 'Training Course 03'. The top navigation bar includes a home icon, the CAMOSUN logo, the course name 'Training Course 03', and icons for a grid, email, chat, notifications, a user profile, and settings. Below this, a sub-navigation bar shows 'Training Course 03', 'Course Home', 'My Tools' (with a dropdown arrow), and 'Edit Course'. The main content area is titled 'Manage Quizzes' and contains four tabs: 'Manage Quizzes' (active), 'Question Library' (highlighted with a red box and a red arrow), 'Statistics', and 'LockDown Browser'. Below the tabs are three buttons: 'New Quiz', 'Edit Categories', and 'More Actions' (with a dropdown arrow). To the right of these buttons is a 'View:' section with a dropdown menu set to 'By Availability' and an 'Apply' button. Below the buttons is a 'Bulk Edit' link. The main content area is a table with three rows. The first row is 'Current Quizzes' with a 'Published' status. The second row is 'All About Quizzes' (with a dropdown arrow and a key icon) with an 'Availability: always available' status and a '-' in the 'Published' column. The third row is 'Master Quiz' (with a dropdown arrow and '(inactive)' status) with an 'Availability: always available' status and a '-' in the 'Published' column.

		Published
<input type="checkbox"/>	Current Quizzes	Published
<input type="checkbox"/>	All About Quizzes Availability: always available	-
<input type="checkbox"/>	Master Quiz Availability: always available	-



2. Create a **New → Section** or click on the title of an existing **Section** (folder) in which to save your Short answer question. For the purposes of this tutorial, we will click **Quizzes**, and then **Week 1**.

Training Course 03 Course Home My Tools ▾ Edit Course

Question Library > Quizzes > Week 1

Settings Help

Week 1

New ▾ Import ▾

Done Editing Questions

Move Delete Order Edit Values

<input type="checkbox"/>	Name (click question name to edit)	Type	Points	Difficulty	Mandatory	Last Modified
<input type="checkbox"/>	Case Study Week 1 Quiz ▾	Shuffling is on	-	-	-	Jan 7, 2019 10:05 AM

Total: 1 Section

20 per page ▾

3. Click **New** and select **Fill in the Blanks Question (FIB)**.

Training Course 03 Course Home My Tools ▾ Collaborate Course Media My Media Edit Course More ▾

Question Library > Quizzes > Week 1

Settings Help

Week 1

New ▾ Import ▾

Done Editing Questions

Edit Values

	Type	Points	Difficulty	Mandatory	Last Modified
Shuffling is on	-	-	-	-	Jan 7, 2019 10:05 AM

200 per page ▾

Section

True or False Question (T/F)

Multiple Choice Question (MC)

Multi-select Question (M-S)

Written Response Question (WR)

Short Answer Question (SA)

Multi-Short Answer Question (MSA)

Fill in the Blanks Question (FIB)

Matching Question (MAT)



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4. Leave the **Title** box blank. Give your question a **Points** value (this can be changed later), and feel free to leave the **Difficulty** level at 1 (use the Difficulty level feature to help you sort your questions for quiz, so change the value if you like). Scroll down to the **Question Text** area.

The screenshot shows a web form titled "New Fill in the Blanks Question". It has several sections: "General", "Image", "Description", "Question Text", and a bottom navigation bar. In the "General" section, there is a "Title" field (optional), a "Points" field (set to 1), and a "Difficulty" dropdown (set to 1). A red box highlights the "Points" and "Difficulty" fields. In the "Image" section, there is an "Insert an image" button. In the "Description" section, there is a text area. In the "Question Text" section, there are two buttons: "+ Add Blank" and "+ Add Text", each followed by a field containing the number "1". Below these buttons is a table with two columns. The first column is labeled "Text # 1:" and the second column contains the text "The current Prime Minister of Canada is". The bottom navigation bar has five buttons: "Save", "Save and Copy", "Save and New", "Preview", and "Cancel". Red arrows point to the "Title" field, the "Points" field, and the "Description" text area.

**New Fill in the Blanks Question**

**General**

Title  (optional)

Points \*

Difficulty  ▼

**Image**

**Description**

**Question Text**

+   +

Text # 1:	
	<div><input type="button" value="Add Image"/> <input type="button" value="Add Video"/> <input type="button" value="Add Link"/> <input type="button" value="More"/></div> <p>The current Prime Minister of Canada is</p>



5. The Fill in the Blanks works like this: by default, there is question text (**Text #1**), then a blank (**Blank #1**), then more text (**Text #2**) if needed. So, the question we have created here would look like this:

(Text #1) The current Prime Minister of Canada is (Blank #1) \_\_\_\_\_ (Text #2) whose Liberal party was elected in 2015.

Question Text

+ Add Blank 1 + Add Text 1

Text #1:	Blank #1:	Text #2:								
<div>The current Prime Minister of Canada is</div>	<div>Size: 30 + Add Answer 1 Check Answers</div> <table border="1"><thead><tr><th>Answer</th><th>Weight (%)</th><th>Evaluation</th><th>Remove</th></tr></thead><tbody><tr><td>Justin Trudeau</td><td>100</td><td><input checked="" type="radio"/> Case Insensitive <input type="radio"/> Case Sensitive <input type="radio"/> Regular Expression</td><td><div></div></td></tr></tbody></table>	Answer	Weight (%)	Evaluation	Remove	Justin Trudeau	100	<input checked="" type="radio"/> Case Insensitive <input type="radio"/> Case Sensitive <input type="radio"/> Regular Expression	<div></div>	<div>whose Liberal party was elected in 2015</div>
Answer	Weight (%)	Evaluation	Remove							
Justin Trudeau	100	<input checked="" type="radio"/> Case Insensitive <input type="radio"/> Case Sensitive <input type="radio"/> Regular Expression	<div></div>							

Save Save and Copy Save and New Preview Cancel



6. Each Blank has at least one **Answer** (you can use the **Add Answer** feature to add other possible answers) and a **Weight** (typically 100%, meaning one full point – if you have multiple blanks, but the full question is worth 1 point, this percentage weight will chance accordingly). You can also allow for case sensitivity if you like.

Answer	Weight (%)	Evaluation	Remove
Justin Trudeau	100	<input checked="" type="radio"/> Case Insensitive <input type="radio"/> Case Sensitive <input type="radio"/> Regular Expression	

7. To add additional blanks, use the **Add Blank** and **Add Text** features at the top by adding a number and clicking **Add Blank** or **Add Text**. These will be added in the order you create them, so, if you add 2 blanks, those will both appear after **Text #2**.

If you have a paragraph with blanks, we recommend you add **one** blank, then **one** text, **one** blank, **one** text, etc. until you have finished your fill in the blank paragraph. Note: This is a bit clunky as you will need to scroll down to check you have created your new blank or text each time. We recommend clicking **Preview** to see what the question looks like as you work.

Question Text

+ Add Blank 1 + Add Text 1

Text # 1:

The current Prime Minister of Canada is

Blank # 1:

Size: 30 + Add Answer 1 Check Answers

Answer

Justin Trudeau

Text # 2:

whose Liberal party was elected in

Save Preview Cancel



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8. When you have finished creating your Fill in the Blanks question, click **Save** .

The screenshot shows the D2L question editor interface for a 'Fill in the Blanks' question. At the top, there are two buttons: '+ Add Blank' and '+ Add Text', each with a '1' in a box next to it. The main area is divided into three sections: 'Text # 1:', 'Blank # 1:', and 'Text # 2:'. The 'Text # 1:' section contains a text box with the text 'The current Prime Minister of Canada is'. The 'Blank # 1:' section has a 'Size' dropdown set to '30', an '+ Add Answer' button with a '1' in a box, and a 'Check' button. Below these is an 'Answer' box containing the text 'Justin Trudeau'. The 'Text # 2:' section contains a text box with the text 'whose Liberal party was elected in 2015.'. At the bottom, there is a 'Save' button highlighted with a red box and a red arrow pointing to it, along with 'Save and Copy', 'Save and New', 'Preview', and 'Cancel' buttons. A 'Stand question hint' link is also visible.

## Things to Remember

Since D2L will auto-grade **Fill in the Blanks** questions as per the **Answers** you provide, we recommend double checking student responses in a quiz (by grading the quizzes) in case they have added a correct answer not accounted for.



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