

# Instructors' guide for managing assignment with Zosimos in Blackboard

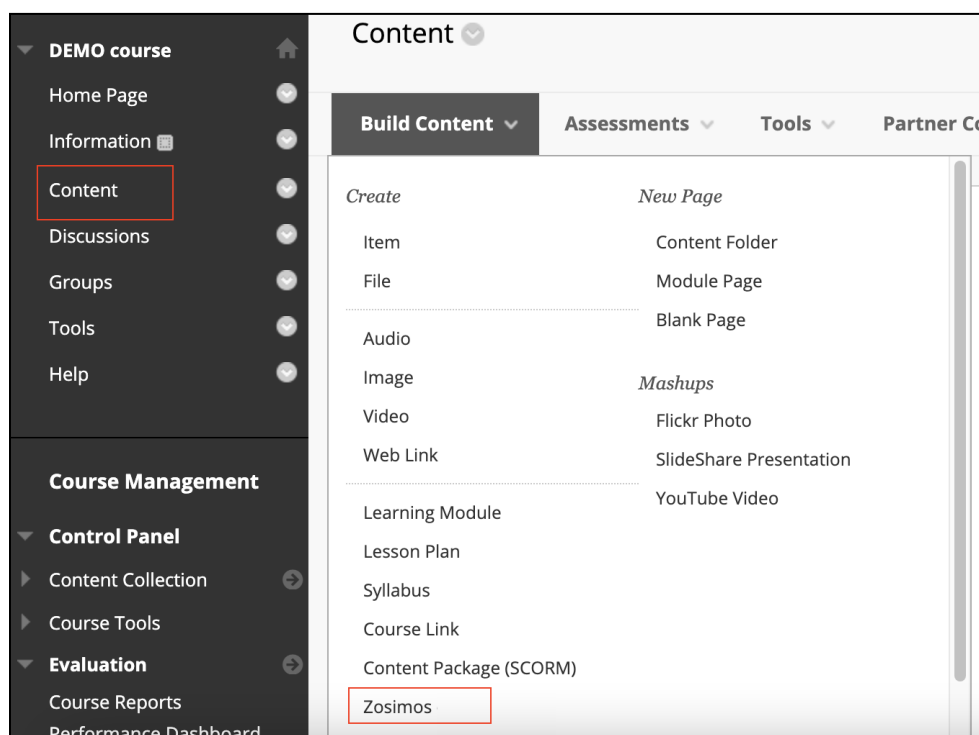
These instructions are for instructors who use Blackboard as their LMS and have the LTI registration tool set up at their school. These instructions assume that the technical integration of Zosimos and Blackboard has already been completed.

The integration guide for LMS administrators can be found [here](#).

If you do not have the LTI technical integration of Zosimos and Blackboard set up at your school, please contact [zosimos-support@chemaxon.com](mailto:zosimos-support@chemaxon.com) for the required setup process.

## Creating Zosimos assignment

1. Log in as an instructor, go to your course, click the 'Content' tab, and select 'Zosimos' from the 'Build Content' menu.



2. Name the assignment (for example, 'Alcohols and Phenols')
3. Enable the Evaluation and set the 'Points' field to a non-zero value (Blackboard will scale the result from Zosimos based on this value. For example, a result of 75% in Zosimos would count as 7.5 points from 10 in Blackboard).  
If you would like to set a 'Due Date' in Blackboard, we recommend leaving enough time for students to see their detailed results in Zosimos after the assessment is closed, or in the case of practice quizzes to have the opportunity to retake the quiz multiple times. In the case of a practice quiz, when there are multiple quiz completions, the students' final completed quiz result will be reflected in Blackboard. Thus, each student will have only one final result in Blackboard.

### GRADING

Enable Evaluation  Yes  No  
*To set additional evaluation options, use the Column settings in the Grade Center*

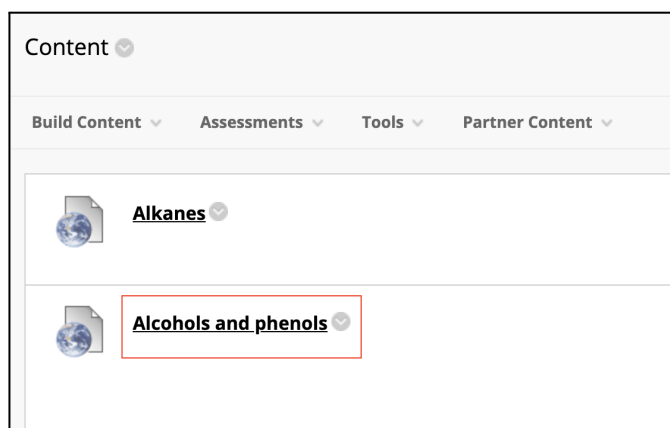
\* Points Possible

Visible to Students  Yes  No

Due Date

*Enter dates as mm/dd/yyyy. Time may be entered in any increment.*

4. Click the *Submit* button.
5. Click on the assignment you created in Blackboard and load the assignment in a new window.



6. Create your quiz by clicking the 'New Quiz' button or choose an existing quiz from 'My quizzes' or 'Course Quizzes'. To assign the quiz to your Blackboard assignment, press the 'Assign' button on the quiz card. You can assign the quiz two ways, as a Practice (see 7.a) or as an Assessment (see 7.b).

The screenshot shows the Blackboard interface for a course titled "Course: SMPL101 Summer 2022". Below the course title is the activity name "ACTIVITY: ALCOHOLS AND PHENOLS". In the top right corner, there is a blue button labeled "New Quiz". Below this, there are two tabs: "Course Quizzes" and "My Quizzes", with "My Quizzes" being the active tab. The main content area displays a quiz card for "Alcohols and phenols", which was "Created by me" and contains "2 exercises". At the bottom right of the quiz card, there are two buttons: "Student View" and "Assign". The "Assign" button is highlighted with a red rectangular box.

### Assign quiz as ...

You can assign quizzes as a Practice or as an Assessment.

#### Assign as a Practice

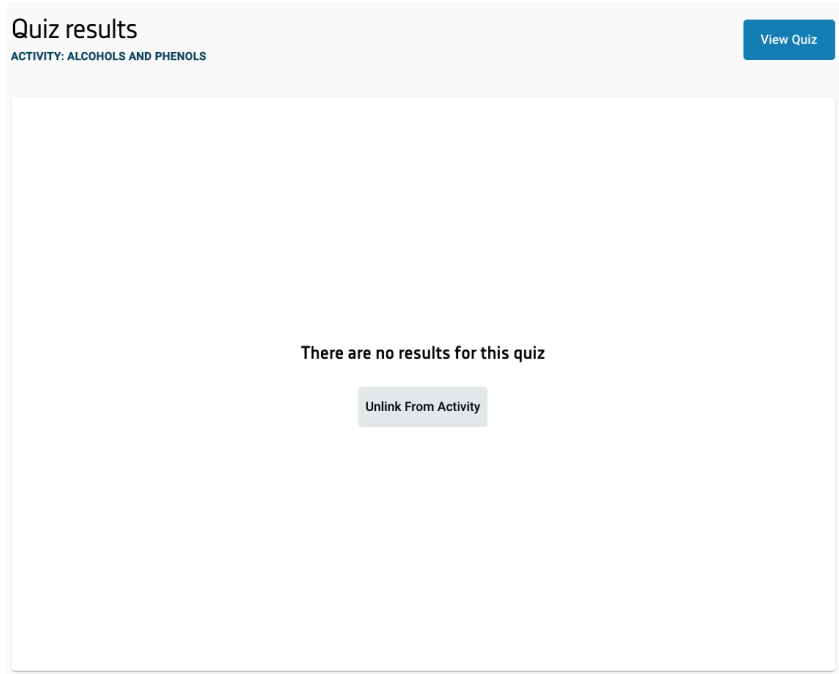
Multiple attempts to complete. Immediate results.

#### Assign as an Assessment

One attempt to complete. Results not visible until it is released.

[Cancel](#)

7.a After assigning the quiz as a practice, the result page automatically appears. This is the page where you will be able to check the detailed students' results later on. At this point, the quiz will be available to the students when they click on the given assignment in Blackboard. There is an 'Unlink From Activity' button if you would like to choose another quiz for the activity. The 'Unlink From Activity' is available until the first student begins his/her practice.





7.b After choosing the 'Assign as an Assessment' option you can set up the parameters of the assessment such as:

- Scheduling: the start and closing date of the assessment. The 'Start date and time' cannot be set to the past, and must be before the 'Closing date and time'.
- When to release the results
- What the students can see

Assessment settings

**Scheduling**

Start date and time:  

Closing date and time:  

**Release results**

Immediately released after assessment closing

Delayed, release manually

**Student can see**

Total score only

All details (total score, correct answers and exercise details)

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[Cancel](#) [Done](#)

When the 'Starting date and time' is passed, the students can start the assessment and submit it whenever they want. At the 'Closing date and time' the assessments will be submitted automatically.


## Sharing the results of an assessment, grade transfer

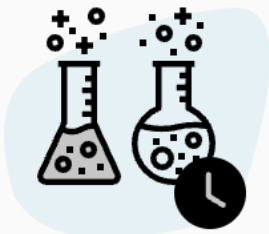
Assessment results

Course: **Advanced Organic Chemistry for the Life Sciences** - Assignment: **Alkynes** -  
Quiz: **Addition of HX to alkynes**

[View Quiz](#) [Settings](#)

**Closed Assessment** [Release Results](#)

 **Unreleased results**, not visible for students



Waiting for results  
You will see your students' result here.  
Try to refresh this page or come back later.


[Refresh Page](#)

When shared according to the setup, the total results will be shown to the students and cannot be hidden anymore. What the students can see, however, can be changed anytime: total score only or every detail of the exercises (their answers and the correct answers). Click on 'Settings' to change the current setup.


## Assessment settings

### Scheduling

Start date and time:

14/06/2022 16:11 

Closing date and time:

14/06/2022 16:12 

### Student can see

- Total score only
- All details (total score, correct answers and exercise details)

Cancel

Done

With the result release process, the grades are automatically transferred to the Blackboard Grade Center within a short period of time. If the teacher manually modifies the grades in Zosimos after the grade transfer to Blackboard, the new grades can be synchronized with the Grade Center and the old grades will be overwritten.

Closed Assessment

Released, only total score visible for students

Sync Results

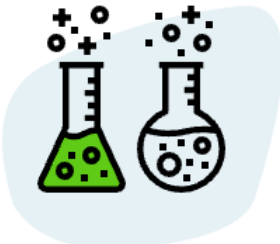
## Changing the settings of an ongoing assessment

You can change the settings of an assessment as follows.  
Click on 'Settings'.

Assessment results

Course: **Advanced Organic Chemistry for the Life Sciences** · Assignment: **Alkynes** · Quiz: **Addition of HX to alkynes**

[View Quiz](#) [Settings](#)



Scheduled ✓

This assessment will be available for students  
on **Jun 15, 2022 16:42**

[Refresh Page](#)

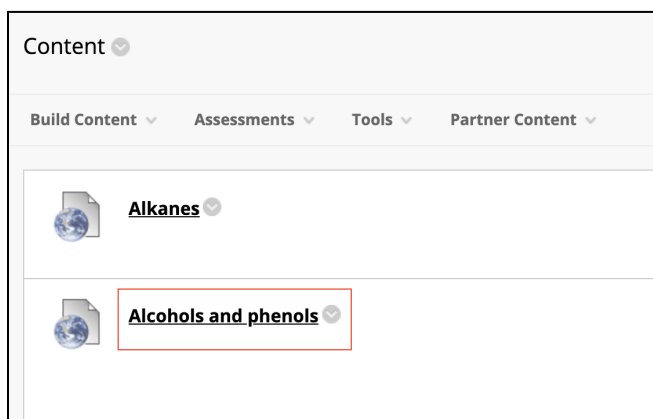
[Delete Assignment](#)

The 'Starting date and time' can be changed before the assessment starts.  
The 'Closing date and time' can be changed before the assessment is closed.  
The 'Release results' setting can be changed until the closing date and time.  
The 'Students can see' setting can be changed anytime, even after the result are released.

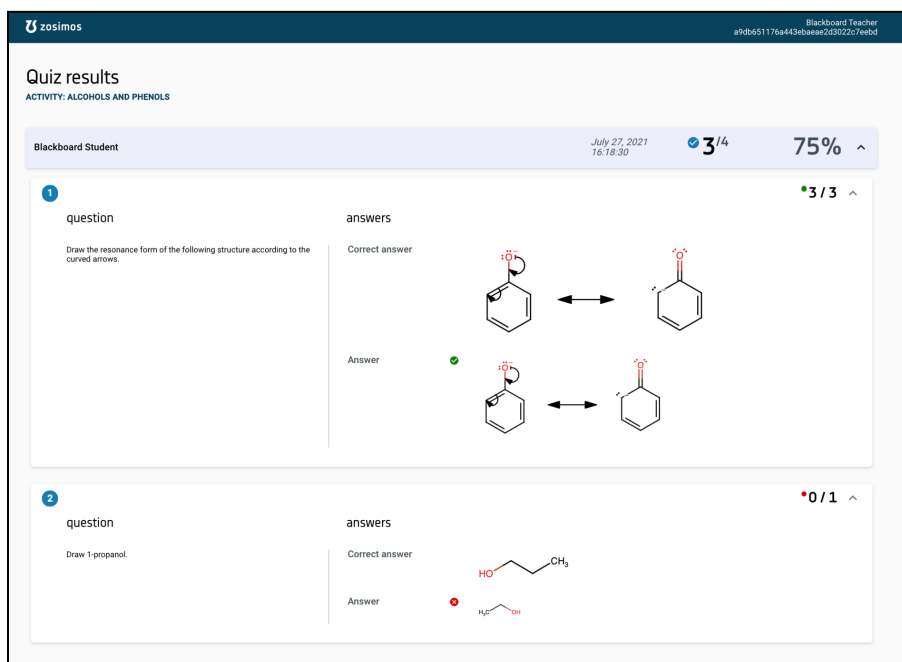


# Check the detailed result of an assignment.

1. Go to the 'Content' tab in Blackboard and select the assignment you would like to check.




2. Select the student and then a specific exercise in their assignment you are interested in from the appearing list.





The screenshot displays the 'Quiz results' page for the activity 'ALCOHOLS AND PHENOLS'. The student is identified as 'Blackboard Student' and the quiz was completed on July 27, 2021, at 16:18:30. The score is 3/4 questions correct, resulting in a 75% grade. The first question (1) asks to draw the resonance form of a structure according to curved arrows. The correct answer shows two resonance structures of a phenoxide ion with curved arrows indicating electron movement. The student's answer is marked as correct with a green checkmark. The second question (2) asks to draw 1-propanol. The correct answer is shown as a skeletal structure CCCO. The student's answer is marked as incorrect with a red dot and shows the skeletal structure CC(O)C.


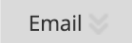
You can follow what students answer to the exercises in an ongoing practice/assessment. Click on the "Refresh" button to see the up-to-date answers. In the case of an assessment, the evaluation occurs at the submission.

3. You can see the transferred result in Blackboard's Grade Center.




**Grade Center : Full Grade Center** 

*The Full Grade Center displays all columns and rows in the Grade Center and is the*

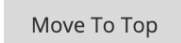

**Create Column**    **Create Calculated Column**     **Manage** 

**Grade Information Bar**

<input type="checkbox"/>	LAST NAME 	FIRST NAME 	ALCOHOLS AND PHENOLS 
<input type="checkbox"/>	Student	Blackboard	7.50

**Selected Rows: 0**

## Support

Have a question? You can contact us by emailing [zosimos-support@chemaxon.com](mailto:zosimos-support@chemaxon.com).