WHY WOULD YOU USE THIS FEATURE:
Being able to Find/Search for previously created survey questions is beneficial for instructors if they wish to search for previously used survey questions and reuse them. This tutorial will demonstrate how to search for questions to reuse for a survey.

HOW TO FIND/SEARCH FOR QUESTIONS:
1. Access your course within Blackboard.
2. Begin creating a survey or locate the one you wish to edit.
3. On the survey canvas page, click Find Questions.
4. You may search for questions by Keyword at the top. Click Go.
5. To further narrow your search criteria, you can select what types of questions and from what locations you wish to view. For example, if you wish to view Survey questions, click Survey, then click All Surveys, or check the box next to a particular survey to view its questions.
6. After selecting the criteria for survey questions, the questions will be displayed to the right. Check questions you wish to add to your survey and click **Submit**.

<table>
<thead>
<tr>
<th>Question Text</th>
<th>Question Type</th>
<th>Mode</th>
<th>Points</th>
<th>Source Name</th>
<th>Source Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you scared of the deep end?</td>
<td>Multiple Choice</td>
<td>Copy 0</td>
<td></td>
<td>Effectiveness Survey</td>
<td>Survey</td>
</tr>
</tbody>
</table>

7. The question(s) have now been added to the survey. Make any edits you wish to the questions and answers by clicking the **arrow** to the right of the question and selecting **Edit**.