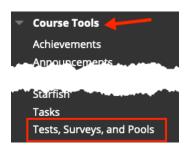
CREATE A TEST OR QUIZ



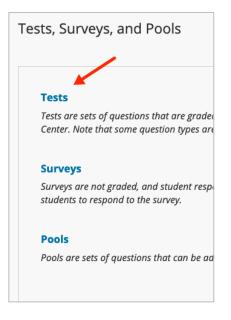
The test tool is the tool for delivering quizzes or exams in ulearn. Some question types can be automatically graded, while others will require manual grading by the instructor.

Instructions

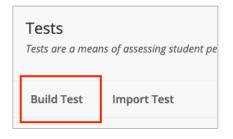
1. From the Course Tools menu, select **Tests, Surveys, and Pools**.



2. On the Tests, Surveys, and Pools page, select **Tests**.



3. On the Tests page, select Build Test.



Instructional Design & Technology

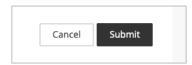




4. On the Test Information page, give the test a **name** (required), a **description** is optional, and **instructions**.

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Description For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).														
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5. Click **Submit** to save.



 After clicking Submit, you are taken to the Test Canvas page, where you will create the test questions. To create a question, hover over the **Create Question** button.
Select a question type from the menu that appears. (For more information about the question types, please visit the <u>Test Question Types</u> guide.)





Test Canvas: Midterm Exam Solution The Test Canvas lets you add, edit, and reorder quarter the test Canvas lets you add, edit, and reorder quarter the test canvas lets you add, edit, and reorder quarter test canvas lets you add, edit, and reorder quarter test canvas lets you add, edit, and reorder quarter test canvas lets you add, edit, and reorder quarter test canvas lets you add, edit, and reorder quarter test canvas lets you add, edit, and reorder quarter test canvas lets you add, edit, and reorder quarter test canvas lets you add, edit, and reorder quarter test canvas lets you add, edit, and reorder quarter test canvas lets you add, edit, and reorder quarter test canvas lets you add, edit, and test test test test test test test tes				
Create Question 🗸	Reuse Question			
Calculated Formula				
Calculated Numeric				
Either/Or				
Essay				
File Response				
Fill in Multiple Blanks				
Fill in the Blank				
Hot Spot				
Jumbled Sentence				
Matching				
Multiple Answer				
Multiple Choice				
Opinion Scale/Likert				
Ordering				
Quiz Bowl				
Short Answer				
True/False				

7. One you have chosen a question type (i.e., Multiple Choice) on the Create Question page, a Question Title is optional, but the **Question Text** is required. Choose the options preferred, number of answers, and choose the correct **Answer** (if relevant to your question type), a **Rubric** (optional), **Feedback** (optional), and any other additional, relevant information. Please note that Answer 1 is always set to be the default correct choice on Multiple Choice questions.



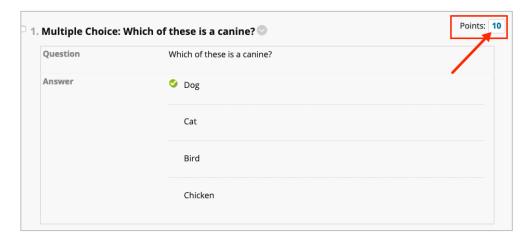


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8. To save the question, click **Submit** or **Submit and Create Another** (same question type).

Cancel	Submit and Create Another	Submit

- 9. Repeat steps 6-8 to create additional questions.
- 10. Once you are finished creating questions, adjust the point value for each question from the Test Canvas page. Every question is automatically worth 10 points, unless adjusted by the instructor.



11. When you are finished adding questions and adjusting the point values, click **OK** at the bottom right of the page to return to the Test page.

CREATE A TEST OR QUIZ





You can return to this area to continue to edit the test or quiz. Just choose **Edit** from the menu and repeat steps 6-10.

Tests Tests are a means o	f assessing student performance. Ye
Build Test I	mport Test
NAME 🛆 Midterm Exam	
Quiz 1 Quiz 5	Edit
Quiz 5	Export to Local Computer Export to Content Collection
	Copy Delete

12. In order for student to take the test, you must create a link to the test in one of your course's content areas. Visit the <u>Add/Link to a Test in a Content Area</u> user guide for instructions on creating a link to the test.