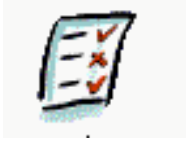


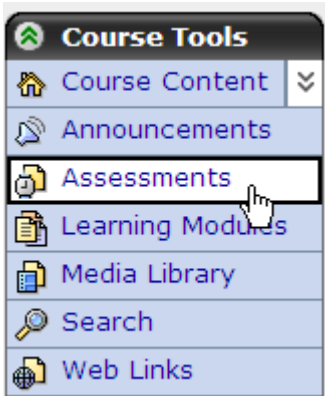
WebCT 6.0 Campus Edition - Assessment Tutorial

Creating an assessment in WebCT is a three-step process that involves (1) creating a question database, which is a collection of questions organized in a specific order, (2) creating the assessment or quiz itself, and (3) inserting the questions into the quiz. The steps are accessible by clicking the Course Tools Menu – Assessments. **Create Assessment | Go to Question Database**



The **Assessments** Editor provides settings that allow the instructor to set the assessment to be available at a specific time in the future and close at a specific time along with other options. The **Question Database** has a variety of choices that allow the instructor to create multiple choice, jumbled sentence, short answer, matching, calculated, and paragraph questions. The multiple choice, short answer, jumbled sentence, calculated, and matching questions can be set to be graded by WebCT. Paragraph questions must be graded by the instructor.

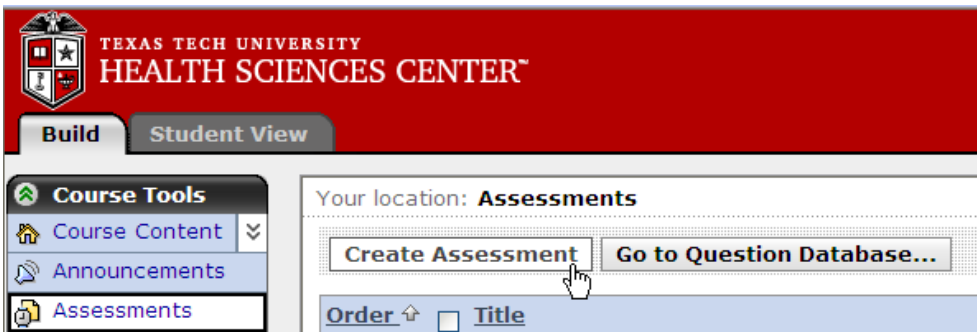
The HELP MENU in WebCT provides help with whatever section you are in. For example, if you are in the Assessment section and select help, Assessment help will be provided.



STEP 1

The first step in building an assessment is to create the assessment.

1. Click **Assessments** on the Course Tools menu.



STEP 2

1. Select **Create Assessment**.

Create Assessment

*Title:

Description:

Item Visibility: Show Item
 Hide Item
(This item cannot be made visible until there is at least one question added)

Grade Book column name

The Grade Book column name appears in Member Management as a column header for this assessment.

Type

- Quiz
Quizzes are online assessments for which grades are assigned.
- Survey
Surveys are anonymous online evaluations for which no grades are assigned.
- Self Test
Self tests are assessments for which Students receive grades and feedback, though the grades are not recorded in the Grade Book tool.

Template

Select whether or not you want to base this assessment on an existing assessment.

- Do not base on an existing assessment
- Base on an existing assessment:

Apply assessment settings only (do not include the questions)

Save

Cancel

Save and Add Questions

*Required field

STEP 3

1. Give the assessment a title and description.
2. Provide a name that will appear to students in the Gradebook.
3. Determine the **Type**.
4. Click **Save**.

Order	Title	Type	Duration	Points
1	CE 6 Self Test	SelfTest	Unlimited	100
2	Quiz 1 - Module 1 & 2 (Hidden)	Quiz	1 Hour(s)	0

STEP 4

The Assessment listings appear.

1. Click the drop-down 
2. Click **Edit Properties**.

Edit Assessment Properties

*Title:

Description:

Item Visibility: Show Item
 Hide Item
(This item cannot be made visible until there is at least one question added)

*Grade Book column name

The Grade Book column name appears in Member Management as a column header for this assessment.

Question delivery

- Deliver questions all at once.
- Deliver questions one at a time and allow questions to be revisited.
- Deliver questions one at a time and do not allow questions to be revisited.
- Display question titles.

Display Assessment

- In the same browser window
- In a new browser window

Duration

- Unlimited
- Time: Units:
- Disallow answer submission if time has expired.

*Attempts

Allowed attempts:

Randomize questions in a question set for each attempt

Minimum attempt time: Units:

Student score

- Release the score once the assessment has been submitted.
 - Release the score once the assessment has been submitted and all of the questions have been graded.
 - Do not release the score.
- If multiple attempts are allowed, display the score of the following attempt as the student's grade:

Statistics release

- Release statistics to students after releasing the score.

More Options (Click on the arrow icons to expand or collapse these optional settings.)

Dates Available

Start Time: , :

Create a corresponding event in the Calendar

End Time: Unlimited
 , :

If you've set release criteria, this assessment will only be available if the criteria are met, regardless of whether the assessment should be appearing according to the fields set above.

Results Settings

- Student results display: 1. Show the question text.
- a) Show the student's response for each question.
 - i) Show the evaluation of the student's response.
 - ii) Show the correct answer for each question.
 - iii) Show the full evaluation of each question.
 - 2. Show the feedback for each question.

STEP 5a

1. Title the Assessment.
2. Provide a description.
3. Provide a name that will appear in the Student Gradebook.
4. Choose Assessment criteria and click **Save**.



NOTE:

If you check the "Disallow answer submission" box, student will not be allowed to submit any more answers once time expires.

By leaving it blank, they will be allowed to submit the questions that have been answered after time expires.

STEP 5b

Continued...

STEP 5c

Continued...

Results Settings

- Student results display:
- 1. Show the question text.
 - a) Show the student's response for each question.
 - i) Show the evaluation of the student's response.
 - ii) Show the correct answer for each question.
 - iii) Show the full evaluation of each question.
 - 2. Show the feedback for each question.
 - 3. Show the student's score for each question.
 - 4. Show the student's total score for the assessment.
 - 5. Show the grader comments for the assessment.

E-mail results to:

Submission Settings

Submission message:

E-mail submissions: Send a copy of each student's submission via e-mail to:

Security Settings

Proctor password:

A Student must enter this password to access the assessment.

IP address:

IP address mask:

If students' machines must match portions of the specified IP address, in the corresponding IP address mask text boxes, enter 255. If students' machines do not need to match portions of the specified IP address, in the corresponding IP address mask text boxes, enter 0.

Save

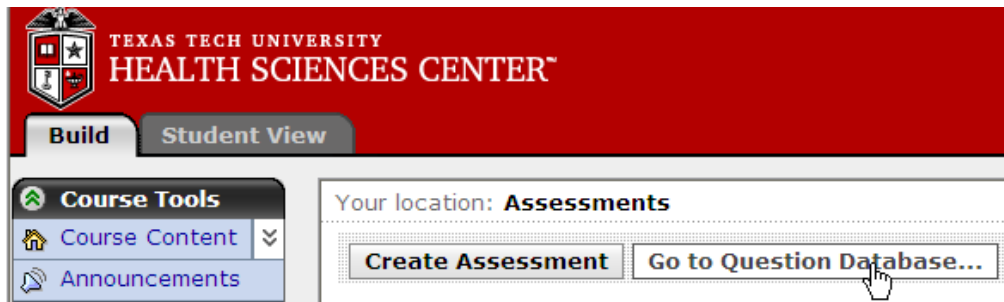
Cancel

*Required fields



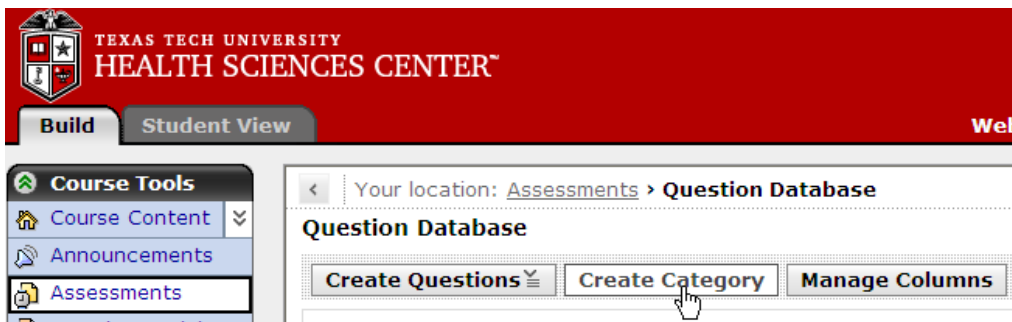
You have now built an assessment in which to place questions. The next step is building a question database.

Begin by clicking the Question Database button.



STEP 6

1. Click **Go to Questions Database**.

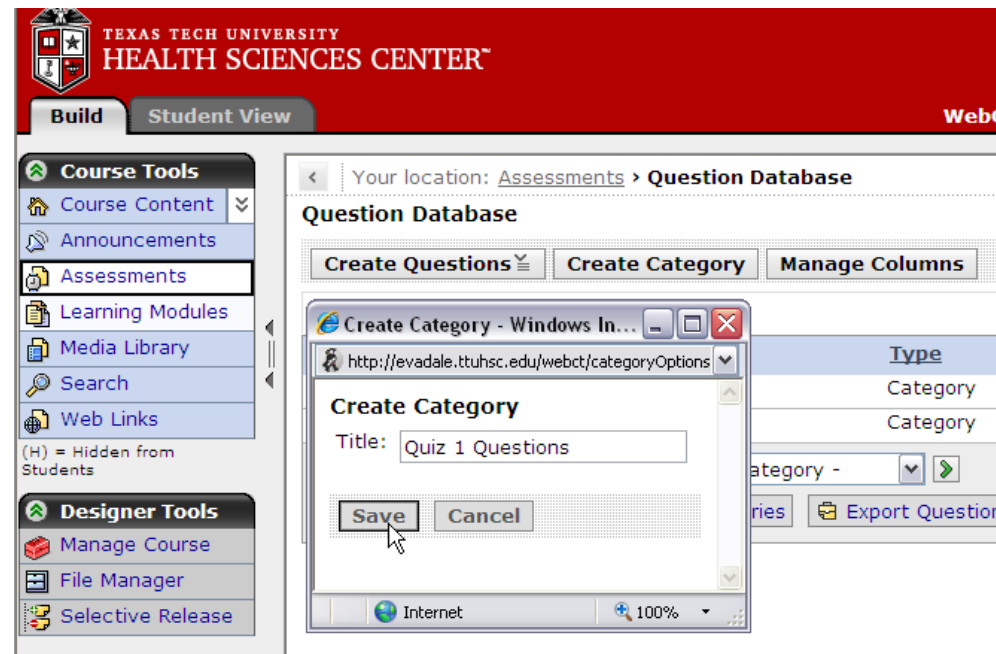


STEP 7

1. Select the **Create Category** button.
2. Create a category for questions. This will allow you to group all Week 3 Quiz questions together.

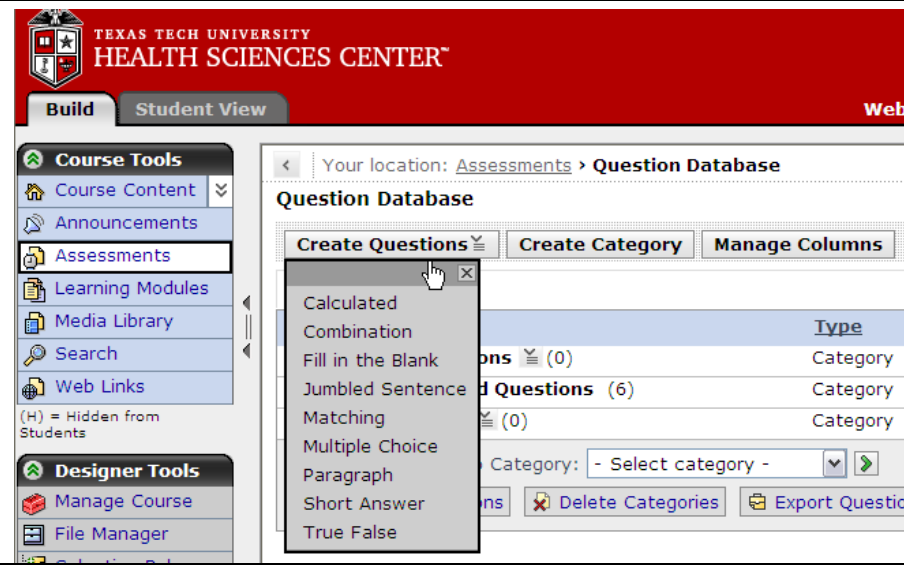


Creating a category per quiz is recommended because the list of questions will become unmanageable.



STEP 8

1. Title the Category.
2. Click **Save**.



STEP 9

1. Click the **Create Questions** button.
2. Select True/False

webCT Training Success

Your location: Assessments > Question Database > Create Question > My Files > Fac

Create True False Question

*Title: True/False

Question text: HTML Creator On Off
 The name of Will Roger's horse is Soapsuds.

Use HTML Insert equation: New

Image: willwrap.jpg

Answer
 Correct response: True / False

More Options (Expand this area to see more options.)

General feedback

 Use HTML

Section Designer notes:


Category: Questions may be placed in categories in the Question Database, for organizational purposes.
 Specify an existing category: Uncategorized Questions
 Create a category:

* Required field

Preview Question - Windows ...

http://evadale.ttuhs.edu/webct/urw/lc40135002

True/False
 The name of Will Roger's horse is Soapsuds.

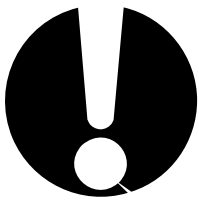


True False

Internet 100%

STEP 10 → True False

1. Title the question with a descriptive or sequential listing (Wk3 Q1)
2. Type the questions text as you want the student to view in plain text or HTML format.
3. If you want to add an image, click the Browse button and locate the image on your computer or external storage device.
4. Choose the Correct Response.
5. Choose the category for the questions or create a category if necessary.
6. Preview your question by clicking the Preview button.



All question types have the **More Options** section. Instructors can comment or provide additional information on an individual question. Enter the comment in Plan text or HTML format in the **General Feedback** text box. This comment will appear to students when they view their graded assessment.

The Section Designer notes are available to provide information for the designer of the course.

The screenshot shows the WebCT interface for Texas Tech University Health Sciences Center. The top navigation bar includes 'Build' and 'Student View'. A left sidebar contains 'Course Tools' (Course Content, Announcements, Assessments, Learning Modules, Media Library, Search, Web Links) and 'Designer Tools' (Manage Course, File Manager). The main content area is titled 'Question Database' and includes buttons for 'Create Questions', 'Create Category', and 'Manage Columns'. A dropdown menu is open under 'Create Questions', listing question types: Calculated, Combination, Fill in the Blank, Jumbled Sentence, Matching, Multiple Choice, Paragraph, Short Answer, and True False. Below the menu is a table with columns for question counts and 'Type'. A 'Category' dropdown is set to '- Select category -'. Buttons for 'Delete Categories' and 'Export Questions' are also visible.

STEP 11

→ Short Answer

1. Click the Create Question button.
2. Click Short Answer

Create Short Answer Question

*Title:

Question text: HTML Creator On Off

What is the mark of a true Red Raider?

Use HTML | Insert equation:

Image:

Answers

You must enter a value in the Value (%) text boxes and select a grading scheme from the Grading scheme drop-down lists. When entering values, at least one combination of answer values must add up to 100%.

Answer text	Value (%)	Grading scheme	Allow in answer box
1. <input type="text" value="The Double T"/>	<input type="text" value="33"/>	<input type="text" value="Contains"/>	<input type="text" value="All Answers"/>
2. <input type="text" value="The Gun's Up"/>	<input type="text" value="33"/>	<input type="text" value="Contains"/>	<input type="text" value="All Answers"/>
3. <input type="text" value="Red and Black all over"/>	<input type="text" value="34"/>	<input type="text" value="Contains"/>	<input type="text" value="All Answers"/>
4. <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="Equals"/>	<input type="text" value="All Answers"/>
5. <input type="text"/>	<input type="text" value="0"/>	<input type="text" value="Equals"/>	<input type="text" value="All Answers"/>

Settings

Number of answer boxes shown to the student:

Answer box width: characters

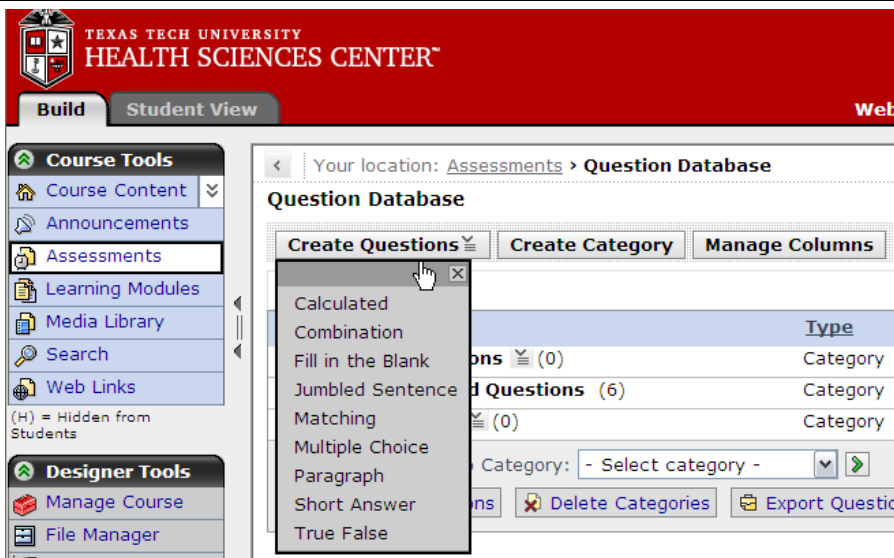
Answers are case sensitive: Yes / No

More Options (Expand this area to see more options.)

* Required field

STEP 12 → Short Answer

1. Title the question with a descriptive or sequential listing (Wk3 Q1)
2. Type the question text as you want the student to view in plain text or HTML format.
3. If you want to add an image, click the Browse button and locate the image on your computer or external storage device.
4. Type the answers in the answer text box.
5. Provide each answer with a value if necessary.
6. Provide a grading scheme.
 - a. Exact match – Equals
 - b. Same text, any order – Contains.
7. If the answers must be in a certain order, select the correct answer box.



STEP 13 → Paragraph

1. Click the button.
2. Click Paragraph.

Create Paragraph Question

*Title:

Question text: HTML Creator On Off

Describe your favorite Red Raider experience.

Use HTML | Insert equation:

Image:

Answer

Pre-fill answer box with:

Use HTML

Sample Correct response:

In the Correct response text box, enter your version of the correct answer. If you want to hand-code the text in HTML, select the Use HTML check box. The correct answer displays to the Student when they review the question. The correct answer can also be used as a reference when instructors or teaching assistants grade the question.

- football games
- on campus
- during class

Use HTML

Settings

Answer box height: lines

Answer box width: characters

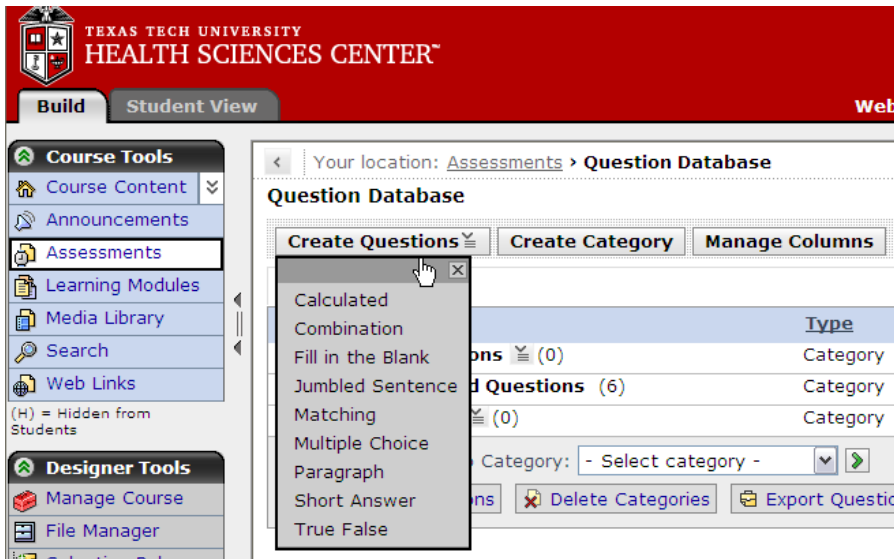
More Options (Expand this area to see more options.)

* Required field

STEP 14

→Paragraph

1. Title the question with a descriptive or sequential listing (Wk3 Q1)
2. Type the questions text as you want the student to view in plain text or HTML format.
3. If you want to add an image, click the Browse button and locate the image on your computer or external storage device.
4. *The Pre-fill answer box provides a place for the instructor to put helpful information.
5. The Sample Correct response provides a place for instructors to place correct answers for the student to view after grading is complete.
6. The **Settings** area can be set according to the expected size of the response.
7. Click **Save**



STEP 15

→ Multiple Choice

1. Click the **Create Question** button.
2. Click **Multiple Choice**.

Your location: Assessments > Quiz 1 - Module 1 & 2 > Create Question

Create Multiple Choice Question

*Title:

Question text: HTML Creator On Off

Texas Tech University's mascot is:

Use HTML | Insert equation:

Answers

Select mode: One answer
Select the Correct response check box for the correct answer. A 100% value will be attributed. You can enter your own value in the Value (%) text box, but one answer must be worth 100%.

Multiple answers
Select the Correct response check box for each correct answer. A 100% value, divided by the number of correct responses, will be attributed. You can enter your own values in the Value (%) text boxes, but one answer combination must add up to 100%.

Answer 1: Correct response | Value (%):

Use HTML

Feedback:

Use HTML

Answer 2: Correct response | Value (%):

STEP 16

→ Multiple Choice

1. Title the question with a descriptive or sequential listing (Wk3 Q1)
2. Type the questions text as you want the student to view in plain text or HTML format.
3. If you want to add an image, click the Browse button and locate the image on your computer or external storage device.
4. Does the question have one answer or multiple answers?
5. Type the answer choices in the **Answers** area,
6. *If using multiple answers, provide a value.
7. Designate the correct answer(s) by clicking the **Correct Response** box.
8. Choose **Settings**.
9. Click **Save**.

Feedback: Use HTML
 Official Mascot
 Use HTML

Answer 3: Correct response | Value (%): 0
 Raider Fred
 Use HTML
 Feedback: Use HTML

Answer 4: Correct response | Value (%): 0
 Will Rogers
 Use HTML
 Feedback: Use HTML

Answer 5: Correct response | Value (%): 0

 Use HTML
 Feedback: Use HTML

[Create Additional Answers](#)

Settings

Answer layout: Vertical / Horizontal

Answer labels: Numbers / Letters

Randomize answer ordering: Yes / No

Grading scheme: Cumulative / All or nothing

Allow negative score: Yes / No

More Options (Expand this area to see more options.)

[Save](#) [Preview](#) [Cancel](#)

* Required field

TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER

Build Student View Web

Course Tools

- Course Content
- Announcements
- Assessments
- Learning Modules
- Media Library
- Search
- Web Links

(H) = Hidden from Students

Designer Tools

- Manage Course
- File Manager

Your location: [Assessments](#) > **Question Database**

Question Database

Create Questions Create Category Manage Columns

Calculated
 Combination
 Fill in the Blank
 Jumbled Sentence
 Matching
 Multiple Choice
 Paragraph
 Short Answer
 True False

	Type
Questions (0)	Category
Questions (6)	Category
Questions (0)	Category

Category: - Select category -

Delete Categories Export Questions

STEP 17 → Matching

1. Click the **Create Question** button.
2. Click **Matching**.

Create Matching Question

*Title:

Question text: HTML Creator On Off

Use HTML Insert equation:

Image:

Matching pairs

Column 1: Displayed in a fixed order. Column 2: Ordered randomly in a drop-down list.

Empty matches are not allowed.

Column format: <input checked="" type="radio"/> Short Answer <input type="radio"/> Long Answer	Column format: <input checked="" type="radio"/> Short Answer <input type="radio"/> Long Answer
<input checked="" type="checkbox"/> Use HTML	<input checked="" type="checkbox"/> Use HTML
University of Texas matches	Longhorn
A&M University matches	Aggie
Texas Tech University matches	Masked Rider
Nebraska Univeristy matches	Corn Huskers
Oklahoma State University matches	Pistol Pete (Cowboy)
<input type="button" value="Create Additional Pairs"/>	

Grading scheme

- Equally weighted / All answers have equal value.
- All or nothing / The student must complete all matches correctly to receive full value for the question.
- Right minus wrong / The total value is derived from the number of correct matches minus the number of incorrect matches.

Column preview

- Preview both columns / Required when using the long answer boxes.
- Do not preview both columns

More Options (Expand this area to see more options.)

General feedback

Use HTML

Section Designer notes:

Category: Questions may be placed in categories in the Question Database, for organizational purposes.

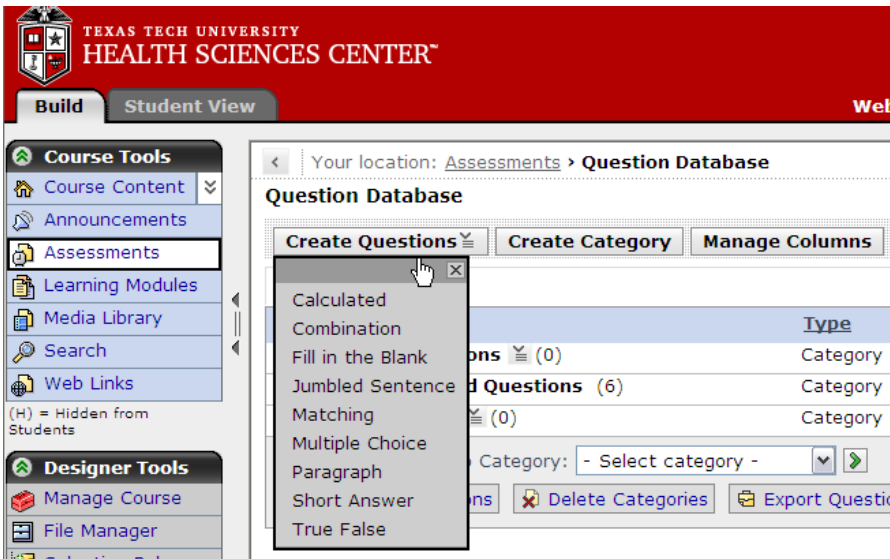
- Specify an existing category:
- Create a category:

* Required field

STEP 18

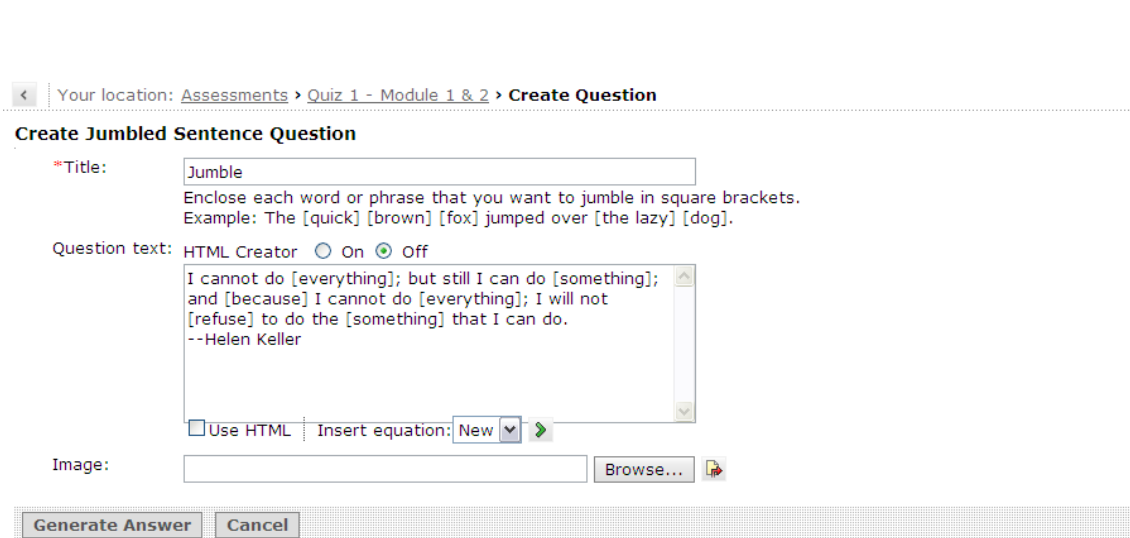
→ Matching

1. Title the question with a descriptive or sequential listing (Wk3 Q1)
2. Type the questions text as you want the student to view in plain text or HTML format.
3. If you want to add an image, click the Browse button and locate the image on your computer or external storage device.
4. Type the matching answers in the rows.
5. Either answer can be long or short by selecting the **Column Format**: or .
6. Choose the **Grading Scheme**.
7. Choose Preview Column preference.
8. Click **Save**.



STEP 19 → Jumbled Sentence

1. Click the **Create Question** button.
2. Click **Jumbled Sentence**.



STEP 20a → Jumbled Sentence

1. Title the question with a descriptive or sequential listing (Wk3 Q1)
2. Type the questions text as you want the student to view in plain text placing the words you want jumbled in square brackets.
3. If you want to add an image, click the Browse button and locate the image on your computer or external storage device.
4. Click **Generate Answer**.

Create Jumbled Sentence Question

*Title:
Enclose each word or phrase that you want to jumble in square brackets.
Example: The [quick] [brown] [fox] jumped over [the lazy] [dog].

Question text: HTML Creator On Off

 Use HTML Insert equation:

Image:

Answers

Questions appearing in a quiz must be assigned an answer value (%).

Answer: I cannot do [everything]; but still I can do [something]; and [because] I cannot do [everything]; I will not [refuse] to do the [something] that I can do. --Helen Keller

Value (%):

You can create an alternate answer that uses the same jumbled words but in a different order.

More Options (Expand this area to see more options.)

* Required field

STEP 20b → Jumbled Sentence

5. Assign a Value.
6. Click .

Name	Type
Questions (0)	Category
Jumbled Sentence Questions (6)	Category
Matching (0)	Category
Category: - Select category -	

STEP 21 → Fill in the Blank

1. Click the button.
2. Click **Fill in the Blank**.

Create Fill in the Blank Question

*Title:
 Enclose text that is to appear as a blank within square brackets. Example: Fill in the [blank].

Question text: HTML Creator On Off

 University of Texas [Longhorns]
 Texas A&M [Aggies]
 Nebraska [Cornhuskers]
 Texas Tech [Red Raiders]

Use HTML | Insert equation:

Image:

OR

STEP 22a

➔ Fill in the Blank

1. Title the question with a descriptive or sequential listing. (WK3 Q1)
2. Type the questions text as you want the student to view in plain text placing the words you want jumbled in square brackets.
3. If you want to add an image, click the Browse button and locate the image on your computer or external storage device.
4. Click **Generate Answers** to display the Answers area.

Create Fill in the Blank Question

*Title:
 Enclose text that is to appear as a blank within square brackets. Example: Fill in the [blank].

Question text: HTML Creator On Off

 University of Texas [Longhorns]
 Texas A&M [Aggies]
 Nebraska [Cornhuskers]
 Texas Tech [Red Raiders]

Use HTML | Insert equation:

Image:

Answers

Questions appearing in a quiz must be assigned an answer value (%) and grading scheme.

Answer text	Value (%)	Grading scheme	Actions
Answer 1: Longhorns	<input type="text" value="25"/>	<input type="text" value="Equals"/>	<input type="button" value="Create Alternate"/>
Answer 2: Aggies	<input type="text" value="25"/>	<input type="text" value="Equals"/>	<input type="button" value="Create Alternate"/>
Answer 3: Cornhuskers	<input type="text" value="25"/>	<input type="text" value="Equals"/>	<input type="button" value="Create Alternate"/>
Answer 4: Red Raiders	<input type="text" value="25"/>	<input type="text" value="Equals"/>	<input type="button" value="Create Alternate"/>

Settings

Answer box width: characters

Answers are case sensitive: Yes / No

More Options (Expand this area to see more options.)

* Required field

STEP 22b

Continued...

5. Assign values for each blank.
6. Determine the grading Scheme for each answer.
7. Set the Answer Box width.
8. Determine Case Sensitive setting.
9. Click **Save**.

Create Combination Question

*Title:

Question text: HTML Creator On Off

What emerging technologies will support online or traditional learning?
<p>social computing, augmented reality, personal broadcasting, education gaming, multiple choice tests</p>

Use HTML | Insert equation:

Image:

Single Answers

Answer A: Use HTML

Answer B: Use HTML

Answer C: Use HTML

Answer D: Use HTML

Answer E: Use HTML

Create Answer Combinations

Specify a combination of single answers (e.g., A, B, E), or enter an alternate answer.
For the correct answer combination, select *Correct response*. **Note:** you can only select one correct response.
Please enter an answer combination. Please specify a correct response.

Combination 1: Correct response
 A | B | C | D | E | Other: Use HTML
Feedback: Use HTML

Combination 2: Correct response
 A | B | C | D | E | Other: Use HTML
Feedback: Use HTML

Combination 3: Correct response
 A | B | C | D | E | Other: Use HTML
Feedback: Use HTML

Combination 4: Correct response
 A | B | C | D | E | Other: Use HTML
Feedback: Use HTML

Combination 5: Correct response
 A | B | C | D | E | Other: Use HTML
Feedback: Use HTML

(Expand this area to see more options.)

* Required field

STEP 23

→ Combination

1. Title the question with a descriptive or sequential listing (Wk3 Q1)
2. Type the question text as you want the student to view.
3. If you want to add an image, click the Browse button and locate the image on your computer or external storage device.
4. Type answer selection.
5. Choose answer selections.
6. Click Save.

Create Calculated Question

*Title:
To indicate a variable, enter the variable name as specified in the formula in square brackets.

Example: What is the sum of [x] and [y]?

Question text: HTML Creator On Off

Image:

Formula:

Enclose variables in square brackets. Example: [x] + [y]. Values for variables will be inserted when the answer set is generated. You can also use constants in place of variables.

[View a list of supported formulas.](#)

Units:

Required Ignore spaces Ignore case

Percentage of the question value:

Units:

Required Ignore spaces Ignore case

Percentage of the question value:

Variables:

x Minimum: Maximum: Calculate to decimal places

y Minimum: Maximum: Calculate to decimal places

Answers

Answer Set:

Specify the number of answers per set

Calculate the answer sets to

Answer Tolerance (+/-): Units: Percent

STEP 24a → Calculated

1. Title the question with a descriptive or sequential listing (Wk3 Q1)
2. Type the question text as you want the student to view.
3. If you want to add an image, click the Browse button and locate the image on your computer or external storage device.
4. Enter the formula using the same variables and brackets in the question text.
5. Determine the units to be used (hours, miles, etc.)
6. Click **Analyze Variables**.

STEP 24b

7. Set the minimum and maximum of all variables and indicate decimal places.
8. Determine the number of answers and to what decimal.
9. Answer Tolerance is the range of answers that should be considered correct.
10. Click **Generate Answer Set**.

STEP 24c

Answers

Answer Set:

Specify the number of answers per set:

Calculate the answer sets to:

Answer Tolerance (+/-): Units: Units: Percent

	x	y	Answer
1	<input type="text" value="795.29"/>	<input type="text" value="66.16"/>	12.02
2	<input type="text" value="782.72"/>	<input type="text" value="65.38"/>	11.97
3	<input type="text" value="840.77"/>	<input type="text" value="59.00"/>	14.25
4	<input type="text" value="501.96"/>	<input type="text" value="69.11"/>	7.26
5	<input type="text" value="671.06"/>	<input type="text" value="57.12"/>	11.75
6	<input type="text" value="676.58"/>	<input type="text" value="56.68"/>	11.94
7	<input type="text" value="792.21"/>	<input type="text" value="67.55"/>	11.73
8	<input type="text" value="903.31"/>	<input type="text" value="61.85"/>	14.60
9	<input type="text" value="782.75"/>	<input type="text" value="68.91"/>	11.36
10	<input type="text" value="571.83"/>	<input type="text" value="66.03"/>	8.66

(Expand this area to see more options.)

* Required field

11. View answer set
12. Click **Save**.

STEP 25

Your location: [Assessments](#) > [Question Database](#)

Question Database

Show:

<input type="checkbox"/>	Title ↑	Type	Used By
<input type="checkbox"/>	<input type="checkbox"/> Quiz 1 Questions (9)	Category	--
<input type="checkbox"/>	<input type="checkbox"/> Emerging	Combination	--
<input type="checkbox"/>	<input type="checkbox"/> Fill in the Blank	Fill in the Blank	--
<input type="checkbox"/>	<input type="checkbox"/> Jumble	Jumbled Sentence	--
<input type="checkbox"/>	<input type="checkbox"/> Matching	Matching	--
<input type="checkbox"/>	<input type="checkbox"/> Multiple Choice	Multiple Choice	--
<input type="checkbox"/>	<input type="checkbox"/> Paragraph	Paragraph	--
<input type="checkbox"/>	<input type="checkbox"/> Red Raider Fan	Short Answer	--
<input type="checkbox"/>	<input type="checkbox"/> Travel Time	Calculated	--
<input type="checkbox"/>	<input type="checkbox"/> True/False	True False	--
<input type="checkbox"/>	<input type="checkbox"/> Uncategorized Questions (5)	Category	--
<input type="checkbox"/>	<input type="checkbox"/> Week 3 Quiz (0)	Category	--

Move Questions to Category:

1. In the breadcrumbs, click **Assessments**.

NOTE:

You should see all the new questions in the Questions Database.

STEP 26

1. Click the Assessment you want populate.

STEP 27

1. Click Add to Assessment.

2 (Hidden) Quiz 1 Hour(s) 0

Your location: [Assessments](#) > [Quiz 1 - Module 1 & 2](#)

Quiz 1 - Module 1 & 2 (Hidden)

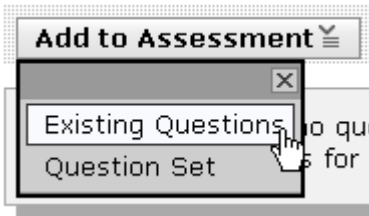
Assess Module 1 and Module 2.

There are currently no questions in this assessment. To add questions, use the Add to Assessment controls. To create new questions for this assessment, use the Create Questions controls.

WebCT provides two options for adding questions to a quiz.

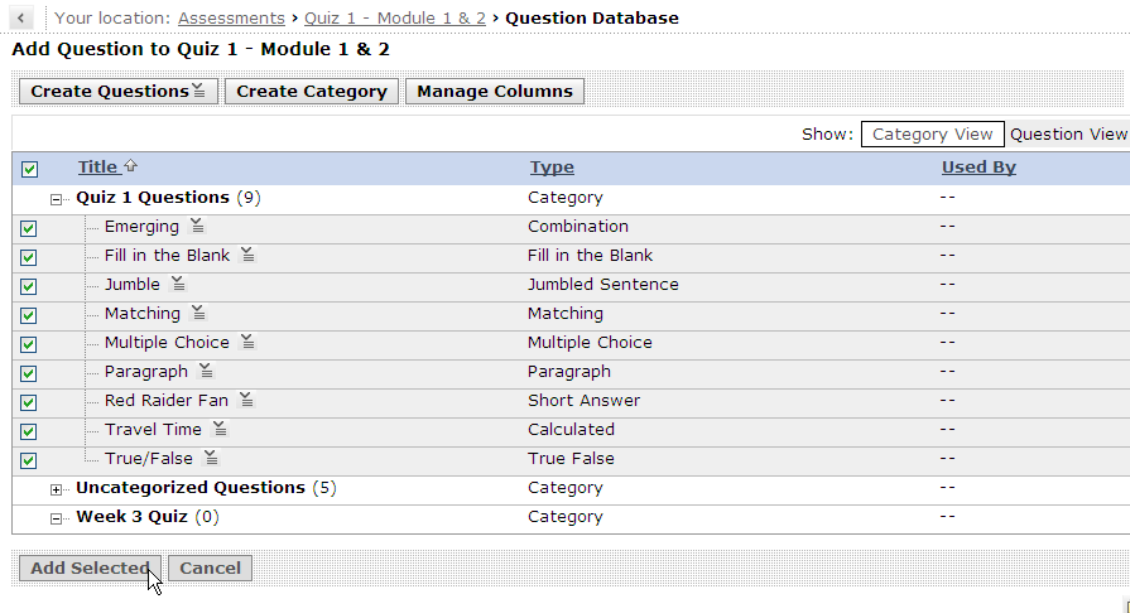
OPTION 1 – Add Questions

You can choose Existing Questions. After building and/or choosing the questions, you will assign points and all the questions you select will be offered on the assessment.



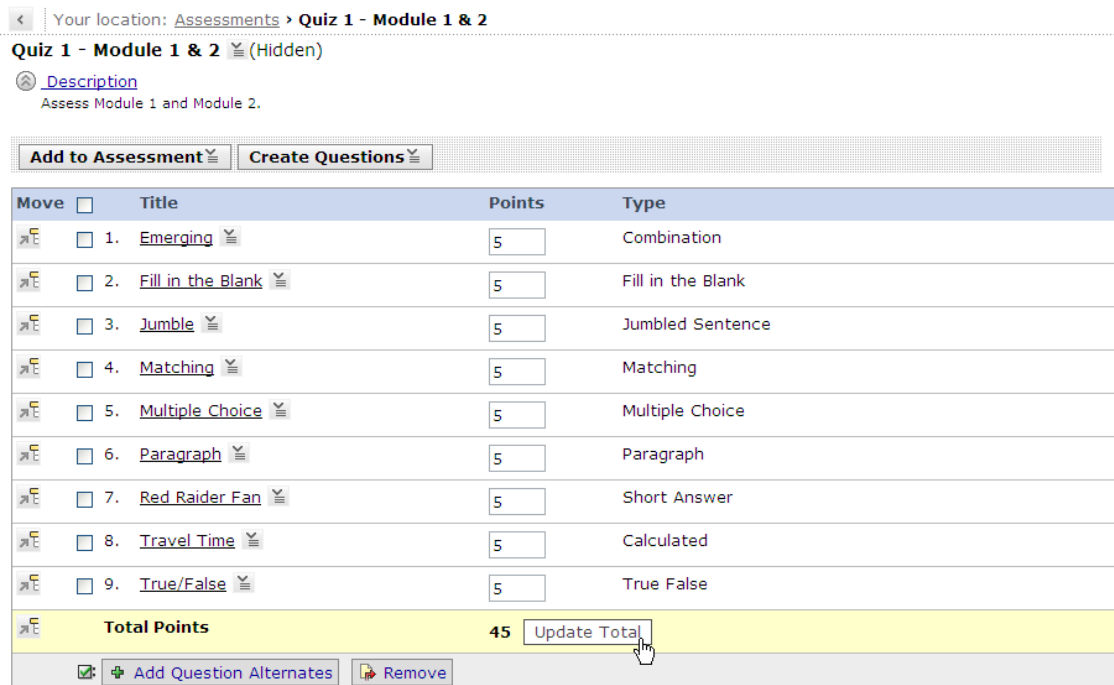
STEP 28

1. Click Existing Questions.



STEP 29

1. Select the questions for the assessment.
2. Click Add Selected.

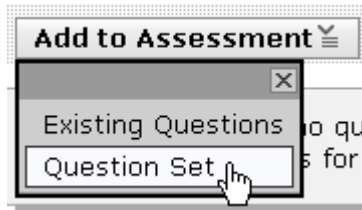


STEP 30

1. Assign Points
2. Click **Update Total**.

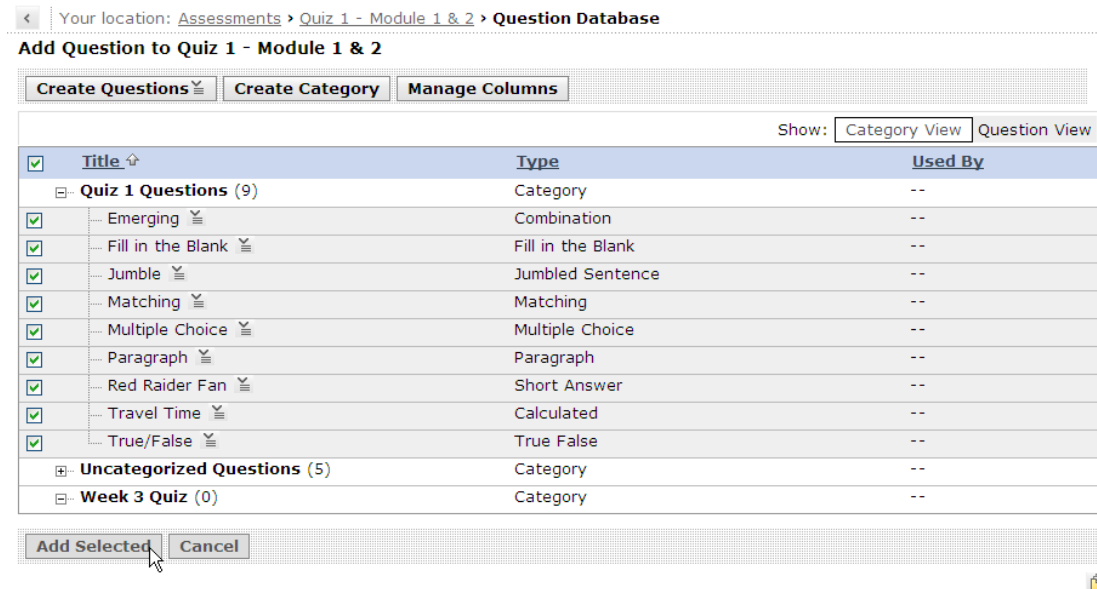
OPTION 2 - Question Set

You can choose a **Question set**. After choosing the questions, you select the number of questions you want on the quiz and WebCT will pull a selected number of the questions at random and include in a quiz.



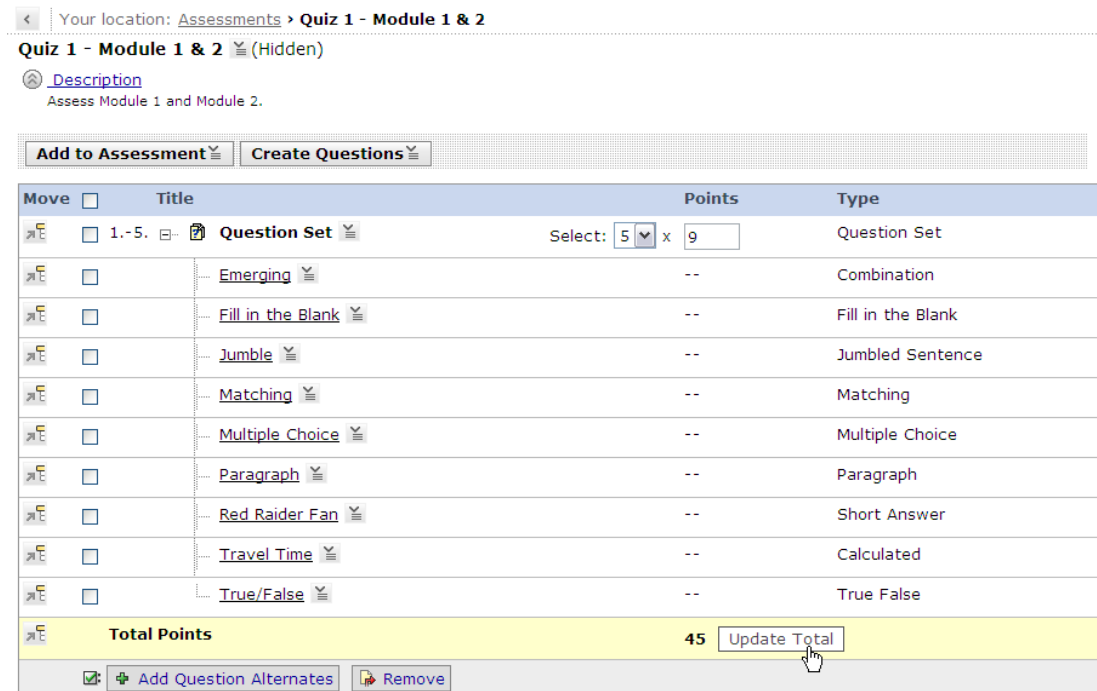
STEP 31

1. Click **Question Set**.



STEP 32

1. Select the questions.
2. Click **Add Selected**.



STEP 33

1. Select the number of questions.
2. Assign points.
3. Click **Update Total**.

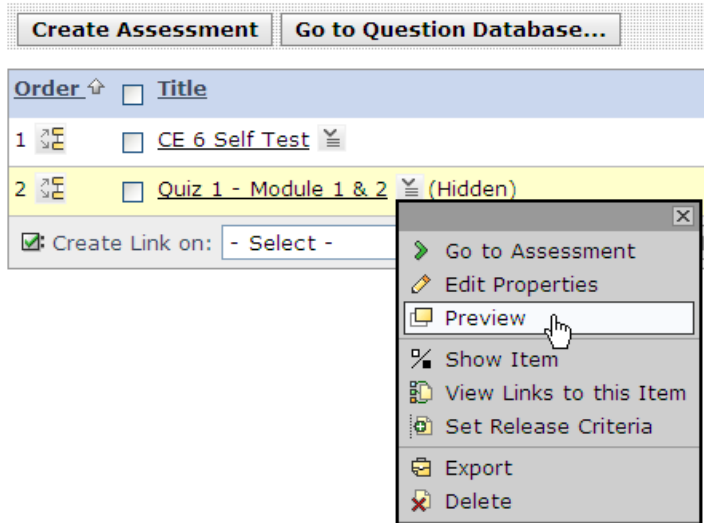
STEP 34


Create Assessment **Go to Question Database...**

Order	Title
1	CE 6 Self Test
2	Quiz 1 - Module 1 & 2 (Hidden)

☑ Create Link on: - Select -

- Go to Assessment
- Edit Properties
- Preview
- Show Item
- View Links to this Item
- Set Release Criteria
- Export
- Delete



1. Click **Assessments** on the Course Tool menu.
2. Click the **drop down**  for the assessment and select **Preview**.
3. The assessment appears in a new window.