

CREATING QUESTION SETS

A question set is a collection of questions retrieved from selected *tests and pools*. From this set, you specify how many questions to display. The specific questions displayed are randomly chosen each time the test is taken.

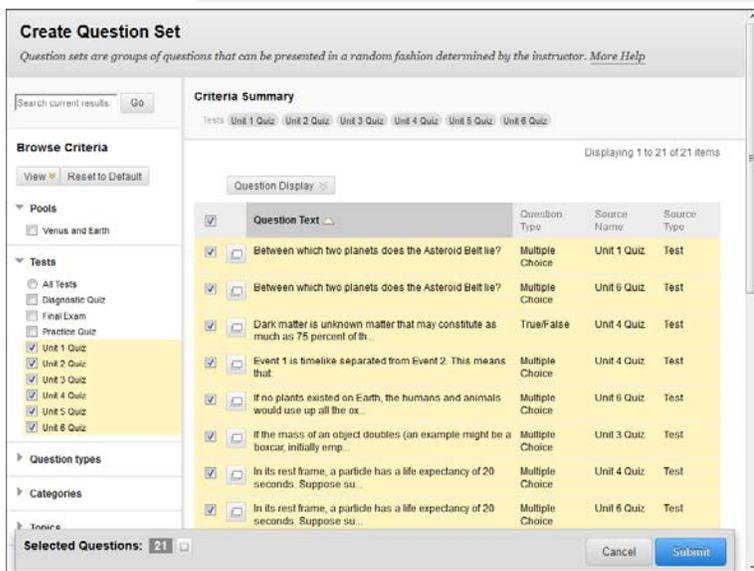
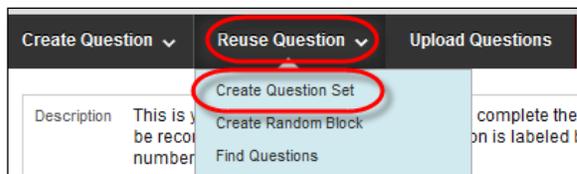
For each question set, you can specify:

- The pools and tests that it will draw from.
- The type of questions to draw from.
- The number of questions to draw from.

If the number of questions to be displayed is less than the list of questions (example: 3 out of 50), then the questions are randomly distributed so that each user may be viewing a different set of three questions. You can choose to display the same questions to all users by selecting all the questions listed.

HOW TO CREATE QUESTION SETS

1. Access a test.
2. On the **Test Canvas** page, point to **Reuse Question** on the action bar.
3. Select **Create Question Set**. The **Create Question Set** pop-up window displays.
4. Search for questions in the **Browse Criteria** panel.
5. Select the questions to include in the test. You can also select the check box in the header row to select all the currently displayed questions.
6. Review your selected questions.
7. Click **Submit**.



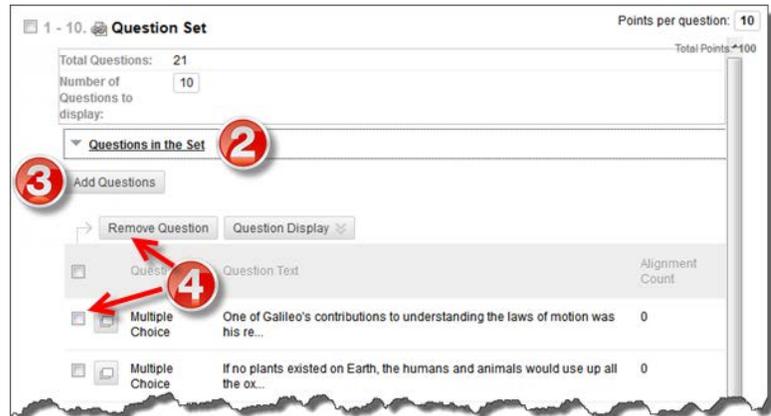
HOW TO ADD OR DELETE QUESTIONS IN A QUESTION SET

Use the following steps to add or delete questions in a question set.

1. Access a test.

2. On the **Test Canvas** page, locate the question set, and click **Questions in the Set** to expand it.

3. To add questions to the set, click **Add Questions**. The **Create Question Set** pop-up window appears. You do not need to reselect the questions already in the question set. This procedure merely adds questions to what is already present. Use the criteria to find and select the questions to add to the question set. Review your selected questions and click **Submit**.



4. To delete questions from the set, select the questions to be removed and click **Remove Question**. This action does not delete the original linked source for the question.

USING QUESTION SETS IN TESTS

When added to a test, a question set shows the total number of questions in the set, and the currently set number of questions to display to a student taking the test. The default is one.

You can type a different value in the **Number of Questions to display** box. To be sure students are presented with a question set each time, enter a number less than the total number of questions.

Note that the points assigned are a point value per question, and typed in the **Points per question** box.

For example, if you set it to 10, and the question set presents 2 out of 5 questions, this means the question set has a total of 20 points that can be awarded for correct answers. You cannot assign separate point values for individual questions in the same question set.

Due to the randomized format of question sets, use caution when referring to specific question content or numbering, as the questions displayed will change with each attempt.

