HOW TO SET UP AN EXAM

USER GUIDE





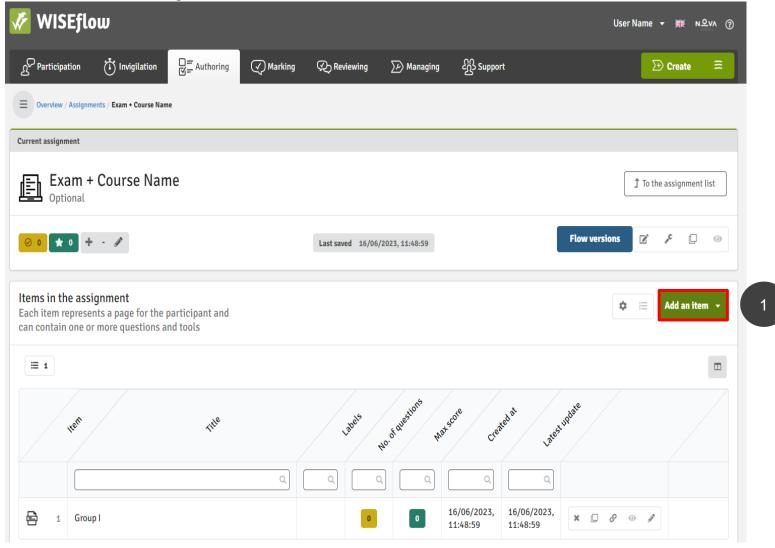
User guide: How to set up a test

Step 1.1: Create a question

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CREATE A QUESTION



The assignment created is now in your assignments list and you may add items to it.

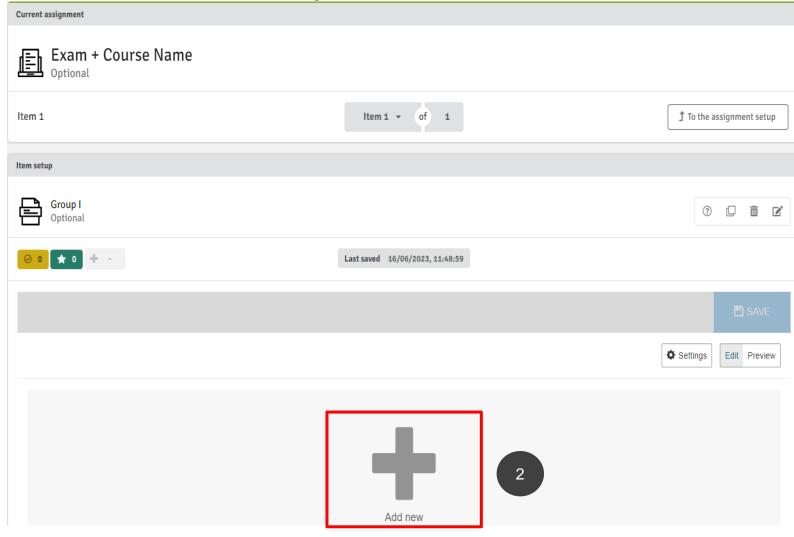
1.To add a item (and its first question) you should press the "Add an item" button;

Please note that each item may have more than one question. Items correspond to groups of questions.

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CREATE A SECOND QUESTION



If you wish to add more than one question to one section you should:

2. Select the option "Plus sign (+)", and then you may choose whether to create a multiple choice question, a custom question (where multiple choices are included) and other types of questions.

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