

HOW TO SET UP AN EXAM

USER GUIDE

User guide: How to set up a test

Step 1.4: Add a question and tools – other types

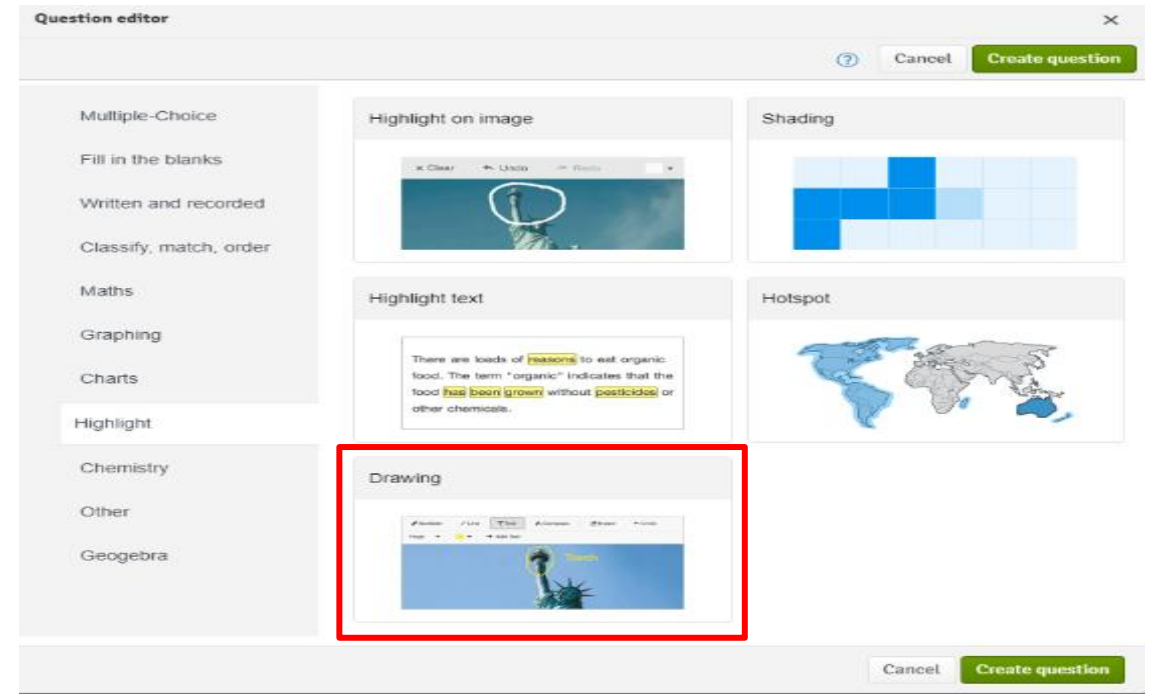
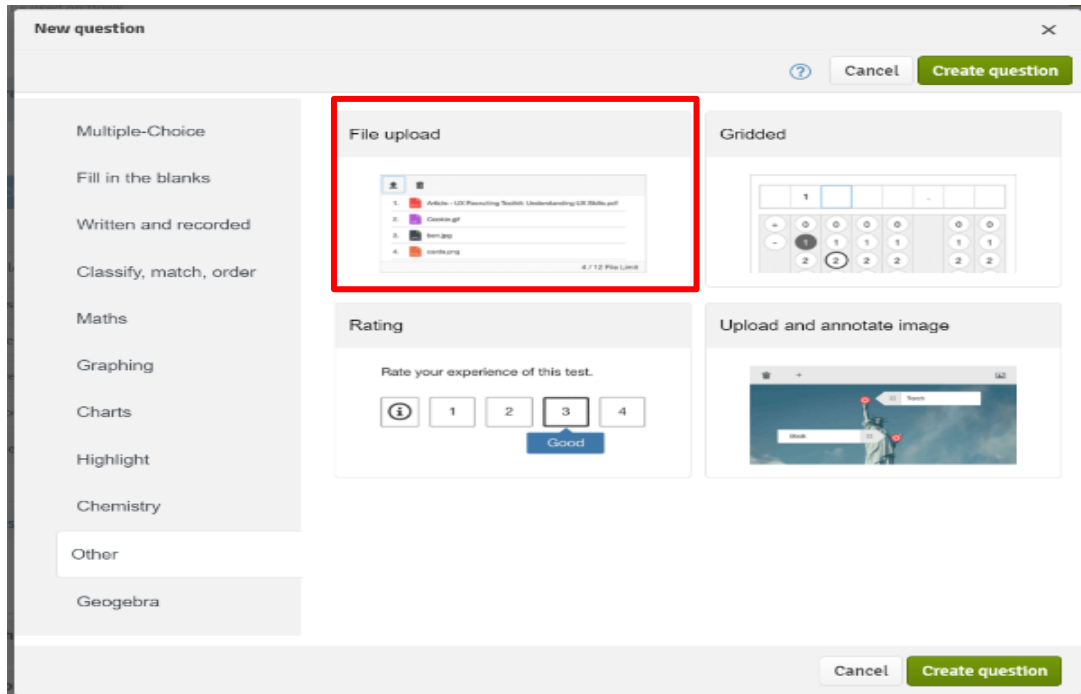
How to set up a test

SELECT QUESTION TYPE – ESSAY OR OTHERS

Below you may find the two most common types besides the essay and multiple choice questions that may be used for exam purposes.

Some examples:

- Highlight – to perform drawings of graphs or other illustrations for the answers.
- Other – to provide the student the possibility of uploading a file for answering a question.



How to set up a test

ADD TOOL

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? Questions **Features**

- Multiple Choice
- Fill in the blanks
- Written and recorded
- Classify, match, order
- Maths
- Graphing
- Charts
- Highlight
- Chemistry
- Other
- Geogebra

Multiple choice - block layout

Which of these colours has the smallest wavelength?

A	Red	<input type="radio"/>
B	Violet	<input checked="" type="radio"/>
C	Blue	<input type="radio"/>
D	Orange	<input type="radio"/>

Multiple responses

Which color has the smallest wavelength?

☒ Red

☐ Violet

☒ Green

Standard

Which color has the smallest wavelength?

☐ Red

☒ Violet

☐ Green

Matrix with top row headers

	a	b	c	d
1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Matrix with inline headers

Sydney is the capital of Australia	<input type="radio"/> True	<input checked="" type="radio"/> False
Darwin is located in Queensland	<input type="radio"/> True	<input checked="" type="radio"/> False
Australia has 23 million people	<input checked="" type="radio"/> True	<input type="radio"/> False
Canberra is home to Parliament	<input checked="" type="radio"/> True	<input type="radio"/> False

Matrix with top row headers and labels

		Yes	No
A	Do you like apples?	<input checked="" type="radio"/>	<input type="radio"/>
B	Can you drive a car?	<input type="radio"/>	<input checked="" type="radio"/>
C	Are you multi-lingual?	<input checked="" type="radio"/>	<input type="radio"/>

If you select “Features”, you may add certain tools to aid participants in the exam.

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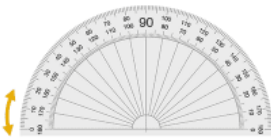
ADD TOOL

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[? Questions](#)

[Features](#)

Protractor

A

Ruler




B

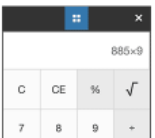
Image tool

C


Scientific calculator

D

Calculator

E

Audio player

F


Passage

G

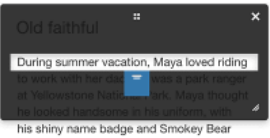
Section 3

The buzzwords ‘*blended learning*’ stem from the idea of mixing these media types — oftentimes a necessity at school level due to lack of infrastructure or plans to roll out device strategies.

Video player

H

Line reader

I

If you select “Add tool/media”, you may:

- A. Supply a protractor
- B. Provide a ruler
- C. Provide a custom image tool
- D. Provide a scientific calculator
- E. Provide a simple calculator
- F. Display a customized audio
- G. Information heading/title
- H. Display a video
- I. Provide a tool that allows focusing on reading one line at a time