

# HOW TO SET UP AN EXAM

USER GUIDE

User guide: How to set up a test

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## Step 2.5: Activate flow

How to set up a test

## CONFIGURE FLOW – ACTIVATE FLOW

**WISEflow** User Name NOVA

Participation Invigilation Authoring Marking Reviewing Managing Support **Create**

Exam + Course Name

Exam + Course Name

The flow is created, but not yet activated

**1** **Activate flow** Preview settings Messages

Basic settings **To be handed out** Associates Rooms Advanced

### Basic information

Flow type:	FLOWmulti
Subtitle:	Add subtitle
Flow code:	UN06889297
Flow ID:	6889297
Term:	Add term
Examination type:	Ordinary examination ▼
Purpose:	Examination ▼

### Deadlines

Current time zone GMT +1

Start date for participants:	16-06-2023 17:00	
End date for participants:	16-06-2023 19:00	
Start of marking period:	18-06-2023 08:00	
End of marking period:	18-07-2023 08:00	

**Activate flow:** This is the last option to activate, after the creation of the assignment and flow.

This option will generate an automatic email message with a link so participants can use as a direct shortcut to the exam.

The general set up of the exam should be complete before activating this option.

After the activation, the exam will be ready for the specific day.