



Assessments: Creating Assessments and Adding Questions

Now that you've created questions, you're ready to create assessments and add your questions to them. You can create an assessment and add questions in the same process.

To create an assessment:

1. Under Course Tools, click **Assessments**. The Assessments screen appears.
2. Click **Create Assessment**. The Create Assessment screen appears.
3. Enter the Title, Description, and select the assessment *Type*.

Create Assessment

*Title:

Description:

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

Grade Book column name

The Grade Book column name appears in Grade Book 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 g

- If you've previously created assessments, under Template, select whether you want to base this assessment on an existing one and, if so, whether you want to include only the settings.

Template

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

Do not base on an existing assessment

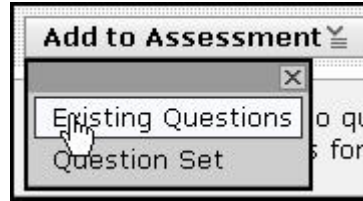
Base on an existing assessment:

Apply assessment settings only (do not include the questions)

You can base any new assessment on any existing one, regardless of assessment type.

- Click **Save and Add Questions**. The Assessments screen appears.

- Click **Add to Assessment** and, from the ActionLinks menu, click **Existing Questions**. The Add Questions to Assessment screen appears, displaying all questions in the Question Database.



- Expand the categories containing the questions you want to add and select the check boxes next to the questions.
- Click **Add Selected**. The Assessment screen appears and the questions are added.

Final Exam (Hidden)

[Description](#)

Move	<input type="checkbox"/>	Title	Points	Type
	<input type="checkbox"/>	1. Authors and Their Novels	10	Matching
	<input type="checkbox"/>	2. Juliet - The Balcony Scene	10	Fill in the Blank
	<input type="checkbox"/>	3. King Lear's Daughters	10	Short Answer
	<input type="checkbox"/>	4. Romeo and Juliet - The Balcony Scene	10	Fill in the Blank
	<input type="checkbox"/>	5. Shakespeare's Comedies	10	Combination
	Total Points:		50	<input type="button" value="Update Total"/>