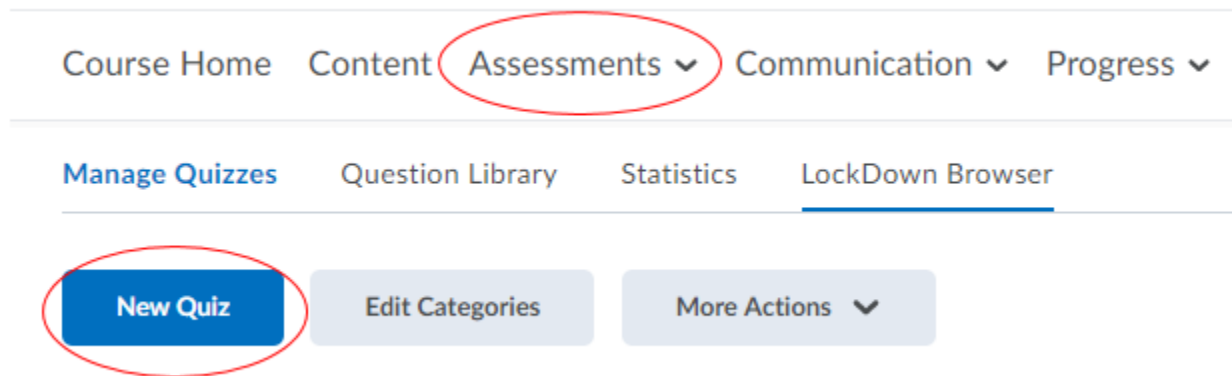




Randomize a Test using a Question Pool

This method is a recommended best practice for maintaining test integrity. If you have 100 questions that you can use for a test, it is possible to use this function to pull 25 random questions from it in order for your students to get different tests.

1. Navigate to the Quiz tool via Assessments -> Tests.
2. Create New Quiz or select an existing quiz to edit. You must have existing questions in the Question Library for this process.



3. Under the Properties tab give the quiz a name if it doesn't have one and click Add/Edit Questions.

Properties Restrictions Assessment Objectives

General

Name *

Category

no category ▾ [add category] ⓘ

Quiz Questions

This quiz is empty.

Add/Edit Questions

4. Click New, click Question pool.

Add ▾

- New Question >
- Section
- Question Pool

5. Enter the Question Pool Title, tell it how many questions it should select, and indicate how many points each question should be worth. Then, click Browse Question Library.

Question Pool Title *

Number of Questions to Select * Points per Question *

 from 0

Browse Question Library

Save Cancel

6. You can select individual questions or sections of questions. If there are already questions in the library, you can select those. If you'd like to select from a prior test, you can change the "Source" in the menu bar to pull those questions. Select the desired questions and click Add.

Browse Question Library ×

Search question text...

Source: Module 2 Assessment: Building Content Filter Sort: None

<input checked="" type="checkbox"/>	5 questions selected			
<input checked="" type="checkbox"/>	Sub-modules will NOT show up in the table of contents until you click on the module housing it.	True or False	1 point	
<input checked="" type="checkbox"/>	The Modules and Topics should not be organized by a unit of time, such as a week.	True or False	1 point	
<input checked="" type="checkbox"/>	The upload limit size is:	Multiple Choice	1 point	
<input checked="" type="checkbox"/>	Which of the following is NOT true of the Add Video or Audio Function:	Multiple Choice	1 point	
<input checked="" type="checkbox"/>	To add a Video, Image, or Link with text I should use the:	Multiple Choice	1 point	

Add Cancel

Note: you can preview the question at the far right of the menu by clicking on the magnifying glass.

7. Review the questions and click Save.

The screenshot shows the 'Back to Test' interface. On the left, there are settings for the question pool: 'Question Pool Title *' (Test Questions), 'Number of Questions to Select *' (3 from 5), and 'Points per Question *' (1). A 'Browse Question Library' button is present. Below these are several question entries, each with a magnifying glass icon on the right. The 'Save' button is circled in red. On the right, a preview of a question is shown, with the text 'Randomly selecting 3 questions from 5' circled in red. The question is a multiple-choice question: 'Which of the following is NOT true of the Add Video or Audio Function:'. The options are: 'URL and Embed Codes can be used from a site like YouTube.', 'It will provide a place to add additional text.', 'It will not provide captioning.', and 'It is the quickest method to add a video.' Below this is another question: 'The Modules and Topics should not be organized by a unit of time, such as a week.' with options 'true' and 'false'. At the bottom, there is a question: 'To add a Video, Image, or Link with text I should use the:' with options 'Add and Existing Activity function.' and 'Upload a File function.'

8. This will take you back to the Add/Edit Questions menu. If you are done, click Back to Settings.

The screenshot shows the 'Back to Settings for Exam 1' interface. The 'Back to Settings for Exam 1' link is circled in red. Below it is the title 'Exam 1'. There are two buttons: 'Add' and 'Import'. On the right, it says 'Total Points 1'. Below this is a list of questions. The first question is '1 Example Question True or False' with a '1 point' value on the right.

9. This takes you back to the Quiz Settings. When you have completed adding the desired settings, click Save and Close.

Watch the video [here](#) to see the setup in action:

Note: When this method is used, the Questions are saved in the Question Library which can be copied into future courses.

