



# Randomize a Test using a Question Pool

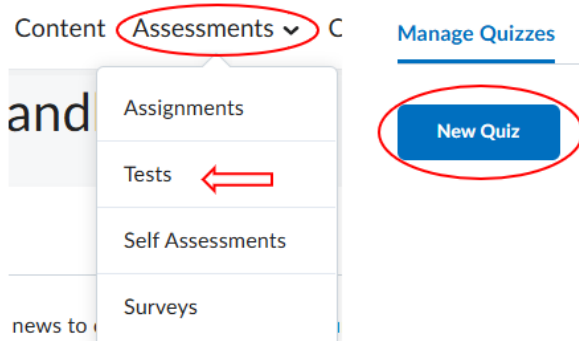
## Why Do I Need This Workflow?

This method is a best practice for maintaining test integrity. It allows you to create a large question pool (e.g., 100 questions) and randomly select a smaller set (e.g., 25 questions), so each student receives a different version of the test.

## Workflow Steps:

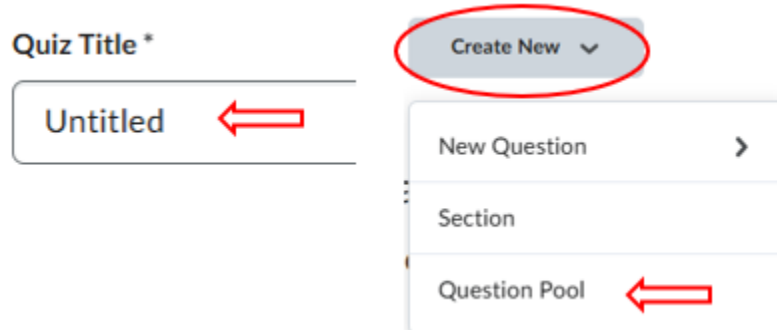
### Step one:

Click **Assessments** in the navbar, then select **Tests**. Next, select **New Quiz** or select an existing quiz to edit. You must have existing questions in the Question Library for this process.



### Step two:

Give the quiz a **Title** if it does not have one. Select **Create New** and choose **Question Pool**.



### Step three:

Enter a **Question Pool Title**, choose how many questions to select, and assign point values for each question. Then click **Browse Question Library**.

Question Pool Title \*

  
  
Number of Questions to Select \*      Points per Question \*  
 from 0        
  
**Browse Question Library**  
  
**Save**      **Cancel**

### Step four:

You can select individual questions or entire sections. Choose from existing questions in the library, or change the **Source** to pull questions from a previous test. Select the desired questions, then click **Import**. Note: you can preview the question at the far right of the menu by clicking on the magnifying glass.

**Browse Question Library** [X]

Search... [Q]      **Source: Question Library** [v]      Filter [v]      Sort: None [v]

3 questions selected

- Chapter\_6\_Trauma\_and\_Stressor\_Related\_Disor... Section
- Chapter\_8\_Depressive\_and\_Bipolar\_Disorders Section
- Chapter\_16\_Disorders\_of\_Childhood\_and\_Adole... Section
- test 3 question pool Section
- Exam 3 modules 9-12 Section
- Demo Question** Section
  - The Declaration of Independence was signed in... True or False 1 point [magnifying glass]
  - There are 51 states in the United States. True or False 1 point [magnifying glass]
  - Peppermint is the best mint flavor. True or False 1 point [magnifying glass]

**Import**      **Cancel**

**Step five:**

Review the questions and select **Save**. This will take you back to the quiz. Finish applying your setting. When you have completed adding the desired settings, select Save and Close.

**Note:**

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

