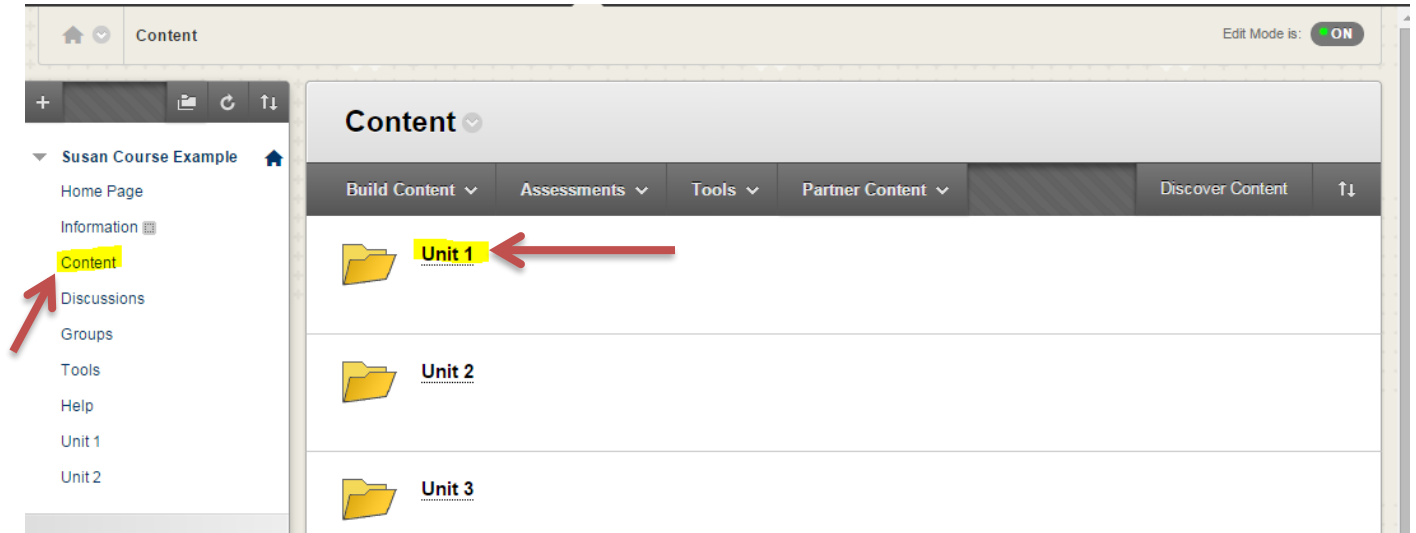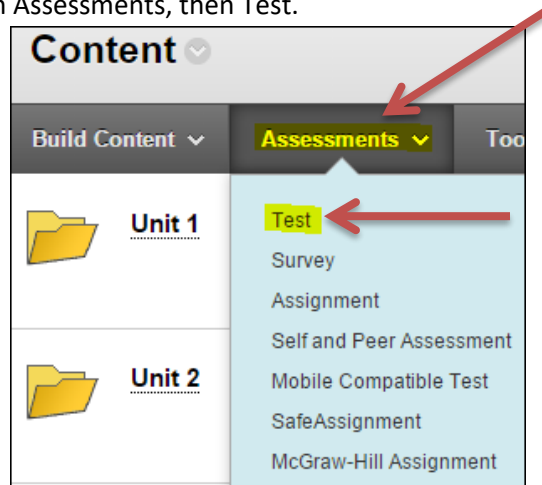3. **Deploy an Assessment**
   a. Once you have added all your desired test questions, you can now deploy the test so that students can view and take it. Click on Content, then the folder where you want to place the test.

   b. Click on Assessments, then Test.

   c. Select the test you just created in Add an Existing Test and click Submit.

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1. **Add Test**

   Create a new Test or select an existing Test to deploy.

   Create a New Test   [Create]

   Add an Existing Test

   Quiz 1
   Quiz for Thursday
   LEARN Test
   Ann Arbor LEARN Test
   LEARN Quiz
   Thursday Quiz
   PT Quiz
   Math quiz
   Test test
   Test 1

2. **Submit**

   *Click **Submit** to add this Test. Click **Cancel** to quit.*

   [Cancel] [Submit]

d. You can edit the test name or add an optional description.

1. **Test Information**

   ✳ Name   [Test 1]

   Choose Color of Name   ■ Black

   Content Link Description

   T *T* T̲ Arial ▼ 3 (12pt) ▼ T ▾

e. Select Yes to make the test available to students. You also have the option to Force Completion so that students have to finish in one sitting. Also available is a timer so that students have to finish in an allotted amount of time. If you want the test to auto-submit once the maximum time allotted has been reached, click Auto-Submit to ON.

f. Choose the date you want the test to be opened and closed to students. You can also add an optional password.

g. Enter a Due Date and time, and select whether or not students are allowed to take the test after the due date.

h. You can select when you want test results to be shown to students. You can also select what answers should be shown and if incorrect questions should be marked.

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6. Show Test Results and Feedback to Students

Test results and feedback are available to students after they complete a test. Set up to two rules to show results and feedback. Rules occur based on the events selected.

When (i)	Score per Question (i)	Answers (i)	Feedback (i)	Show Incorrect Questions
After Submission ▼	☑	☑ All Answers ☐ Correct ☐ Submitted	☐	☑

i. Choose whether you want questions to be shown all at once or one at a time, then click Submit.

7. Test Presentation

◉ All at Once
Present the entire Test on one screen.

○ One at a Time
Present one question at a time.

☐ Prohibit Backtracking
Prevent changing the answer to a question that has already been submitted.

☐ Randomize Questions
Randomize questions for each Test attempt.

8. Submit

Click **Submit** to edit options for this Test. Click **Cancel** to quit.

Cancel   Submit

j. The test is now available to students.