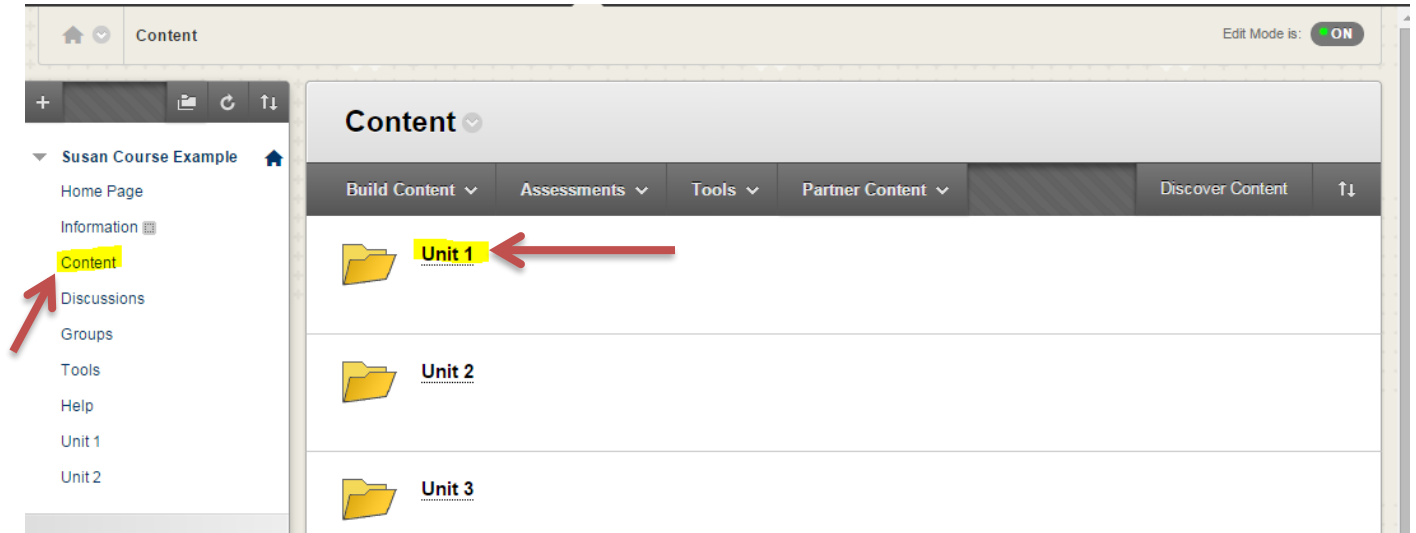
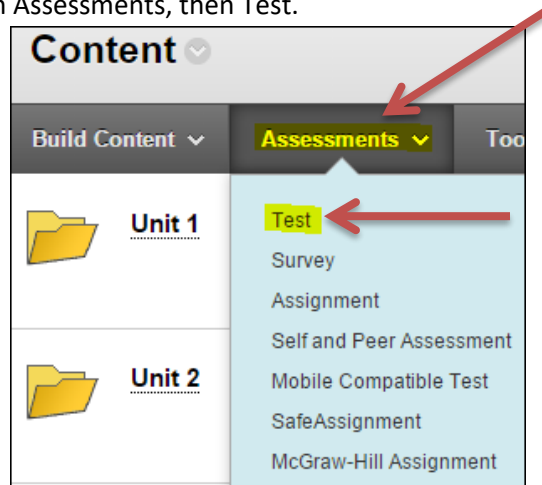


### 3. Deploy an Assessment

- 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.

**1. Add Test**

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

Create a New Test

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.

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

**1. Test Information**

\* Name

Choose Color of Name

Content Link Description

**T** *T* T 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.

## 2. Test Availability

**Make the Link Available**  Yes  No

Add a New Announcement for this Test  Yes  No

Multiple Attempts  
 Allow Unlimited Attempts  
 Number of Attempts

**Force Completion**  
 Once started, this test must be completed in one sitting.

**Set Timer**  
 Set expected completion time. Selecting this option also records completion time for this Test.

Minutes

Auto-Submit  
 OFF  ON

**OFF:** The user is given the option to continue after time expires.  
**ON:** Test will save and submit automatically when time expires.

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

Display After

*Enter dates as mm/dd/yyyy. Time may be entered in any increment.*

Display Until

*Enter dates as mm/dd/yyyy. Time may be entered in any increment.*

Password

*Require a password to access this Test.*

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

## 4. Due Date

*Set the date the assessment is due. Optionally, do not allow students to take a test once the due date has passed. Submissions are accepted after this date, but are marked **Late**.*

**Due Date**

*Enter dates as mm/dd/yyyy. Time may be entered in any increment.*

Do not allow students to start the Test if the due date has passed.  
*Students will be unable to start the Test if this option is checked.*

- 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.

## 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	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> All Answers <input type="checkbox"/> Correct <input type="checkbox"/> Submitted	<input type="checkbox"/>	<input checked="" type="checkbox"/>

- 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.