Create Question Pools

Once the pool shell is created, follow the procedures for establishing Creation Settings and adding test questions on pages 5-7 of this tutorial.

Create the Pool Shell

1. In the Control Panel, click Course Tools.
3. On the following page, choose Build Pool.
4. The Create Test page opens, click Create.
5. The Test Information page opens. Fill out the Name Field with the name or subject of the test.
6. Fill out the Description Field with a description of the test. For example “20 Questions True/False”.
7. Fill out the Instruction Field. Let test takers know the parameters of the test such as time limits, opportunities to skip questions, or if they can return and finish the test later.
8. Once all of the fields have been completed, Click Submit.
9. Pool questions are added to the shell in the same manner as an assessment.