



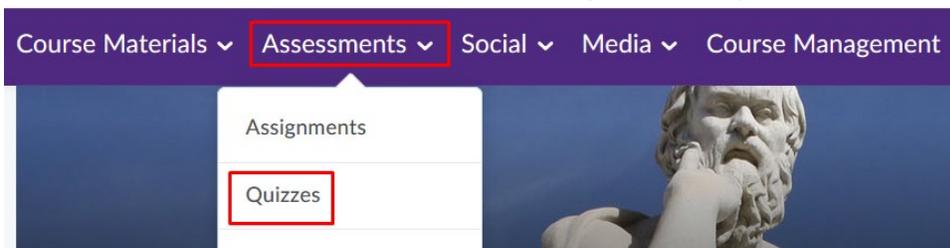
iLearn: Using the Question Library in the Quizzes Tool

Center for Innovation in Teaching and Learning

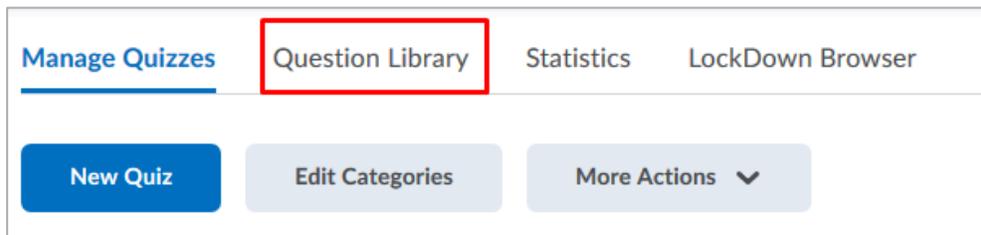
The first step in creating a quiz in the Quizzes tool involves creating questions and it is recommended that the questions be placed in the Question Library. The Question Library offers the advantage of serving as a centralized location for storing questions so that no single question is tied to a specific quiz. Thus, multiple quizzes can use the same questions if they are stored in the Question Library. An important function of the Question Library is to provide a repository from which a question pool can be constructed. This document will outline the steps in creating sections, adding questions and creating quizzes that are comprised of questions from the library.

Part 1 Creating a New Question Library

1. From the Menu Bar, select **Quizzes** from the **Assessments** drop-down menu.



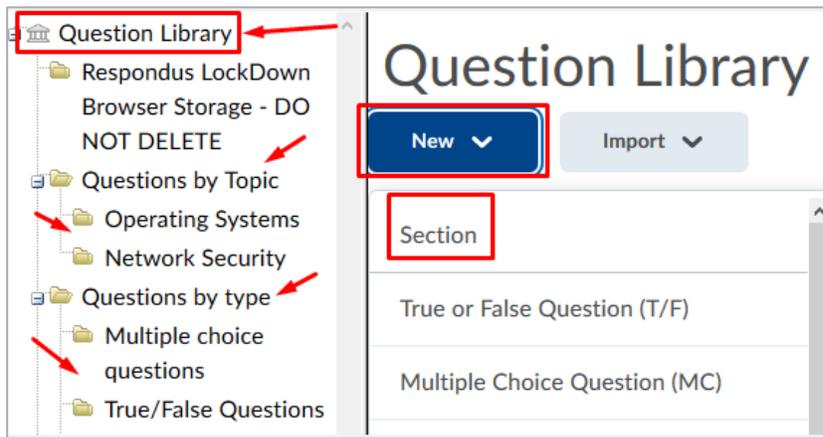
2. Select the **Question Library** tab.



Adding Sections and Questions

A section is similar in concept to a Windows folder and can contain questions as well as sub-sections. The sections and sub-sections form a hierarchical structure with the collection root at the top of it. In this example, a section has already been created entitled **Questions by type**, which contains sub-sections that are each named for a specific question type. Another section has been created entitled **Questions by Topic**. Sections and sub-sections are listed in the left pane in a hierarchical structure while the corresponding section contents are displayed in the right pane. Also note that a section will be automatically added for **Respondus LockDown Browser Storage**.

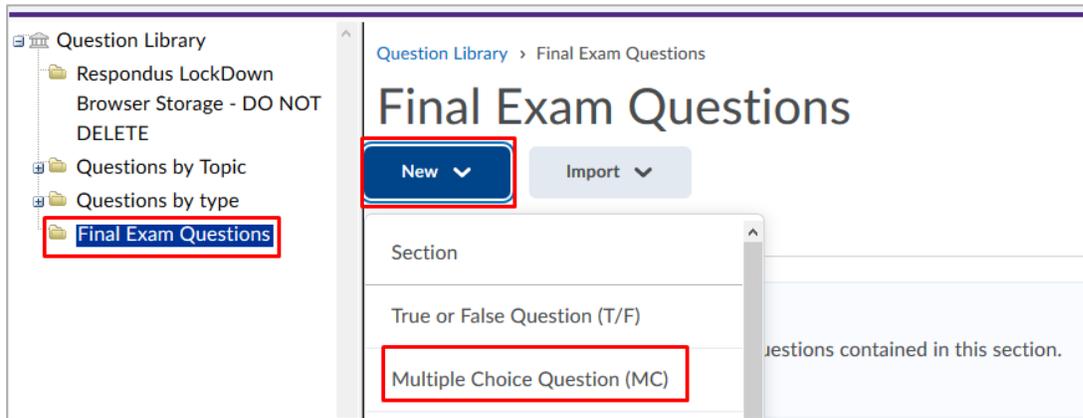
3. To create a section, select **New** and then choose **Section**. When adding a section that is not a sub-section, ensure that the collection root (shown as **Question Library**) at the top of the structure is selected. To add a sub-section to an existing section, select the section in the left pane and then select **New** and then **Section**.



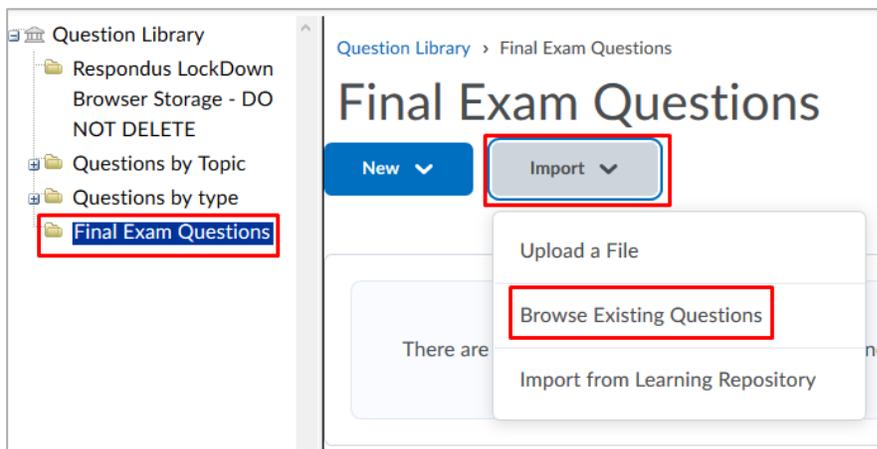
4. Add a name for the section in the **Section Title** box. An optional description of the section contents can be added in the **Section Text** box. Select **Save** to add the section.

The screenshot shows the 'Add Section' form. At the top, there is a back arrow and the text 'Back to Question Library'. Below this, the 'Section Title' field is highlighted with a red box and contains the text 'Final Exam Questions'. A checkbox labeled 'Hide Section Title from learners' is present. The 'Section Text' field is also highlighted with a red box and is currently empty. Below it, there is a checkbox labeled 'Hide Section Text from learners' and another checkbox labeled 'Shuffle questions in this section' with a note: 'Also shuffles sections and question pools in this section. Does not cascade to sub-sections.' At the bottom, there is a 'Save' button and a 'Cancel' button. The 'Save' button is highlighted with a red box.

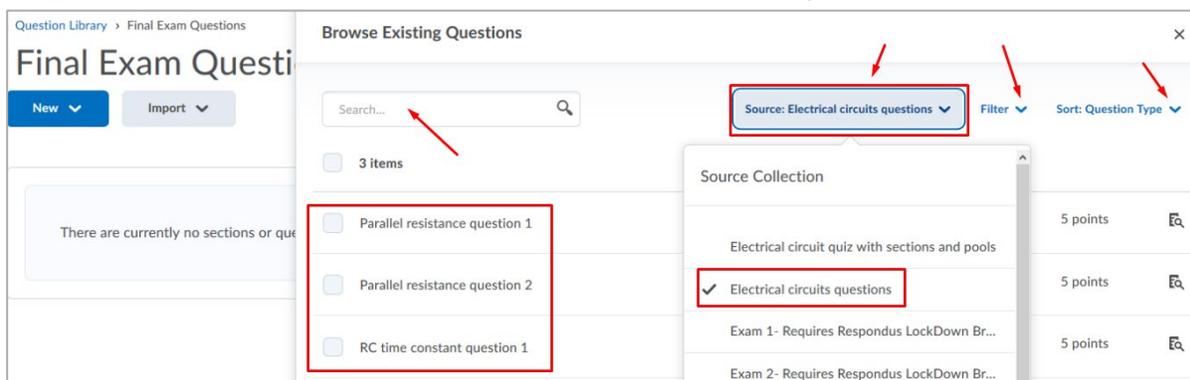
5. To add a question to the new section, click on the section name in the left pane. If you want to add a new question, go to the right pane and select **New** and then choose from the list of question types. In this example, the **Multiple Choice Question (MC)** type is chosen.



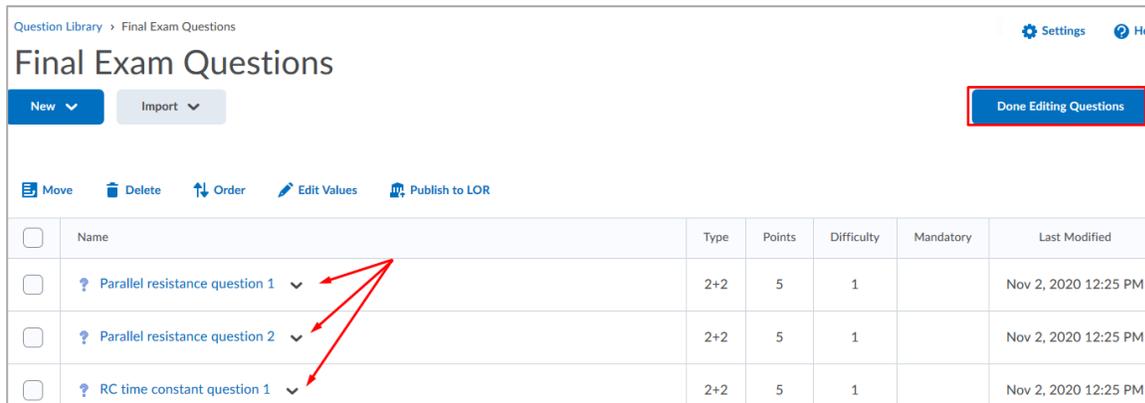
- To add an existing question, select **Import** and then click on **Browse Existing Questions**. Choose **Upload a File** if you want to add a question from a csv file.



- From the **Browse Existing Questions** screen, you can locate the desired questions by searching in the **Search** box. You can also search questions by **Source**, by **Filter** or by **Sort**. In this example, three questions were found in a **Source Collection** in a section entitled **Electrical circuits questions**.



- The questions will appear in a list under the new section. In this example, the newly added questions are listed in the **Final Exam Questions** section. Click on the **Done Editing Questions** button to exit from the Question Library.



The screenshot shows the 'Question Library' interface for 'Final Exam Questions'. At the top right, there are 'Settings' and 'Help' icons. Below the title, there are 'New' and 'Import' buttons. A red box highlights the 'Done Editing Questions' button in the top right corner. Below this, there are icons for 'Move', 'Delete', 'Order', 'Edit Values', and 'Publish to LOR'. A table lists three questions:

<input type="checkbox"/>	Name	Type	Points	Difficulty	Mandatory	Last Modified
<input type="checkbox"/>	? Parallel resistance question 1	2+2	5	1		Nov 2, 2020 12:25 PM
<input type="checkbox"/>	? Parallel resistance question 2	2+2	5	1		Nov 2, 2020 12:25 PM
<input type="checkbox"/>	? RC time constant question 1	2+2	5	1		Nov 2, 2020 12:25 PM

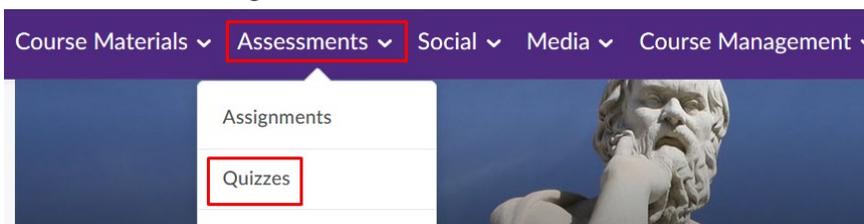
Red arrows point from the 'Done Editing Questions' button to the question names in the table.

Part 2 Creating Quizzes from the Question Library

When a quiz is created from the Question Library, the questions are copied to the quiz while the original questions are retained in the Question Library. Thus, it is possible to create multiple quizzes that have copies of the same questions without affecting the Question Library. In this portion of the document, a quiz will be created using questions that are selected from Question Library settings. A second quiz will be created using a question pool from which the questions can be randomly selected.

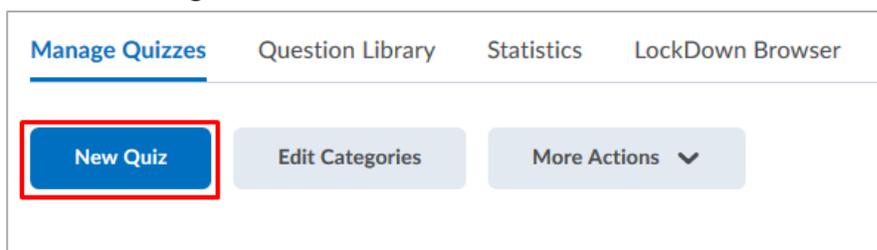
Creating a New Quiz

- From the menu bar, go to **Assessments** and then select **Quizzes** from the drop-down menu.



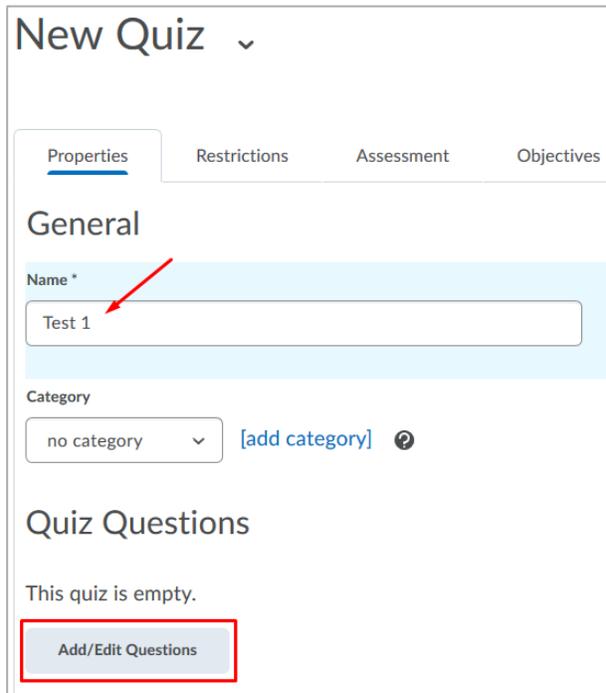
The screenshot shows the iLearn menu bar with 'Assessments' selected. The dropdown menu is open, showing 'Assignments' and 'Quizzes'. The 'Quizzes' option is highlighted with a red box.

- From the **Manage Quizzes** screen, select the **New Quiz** button.



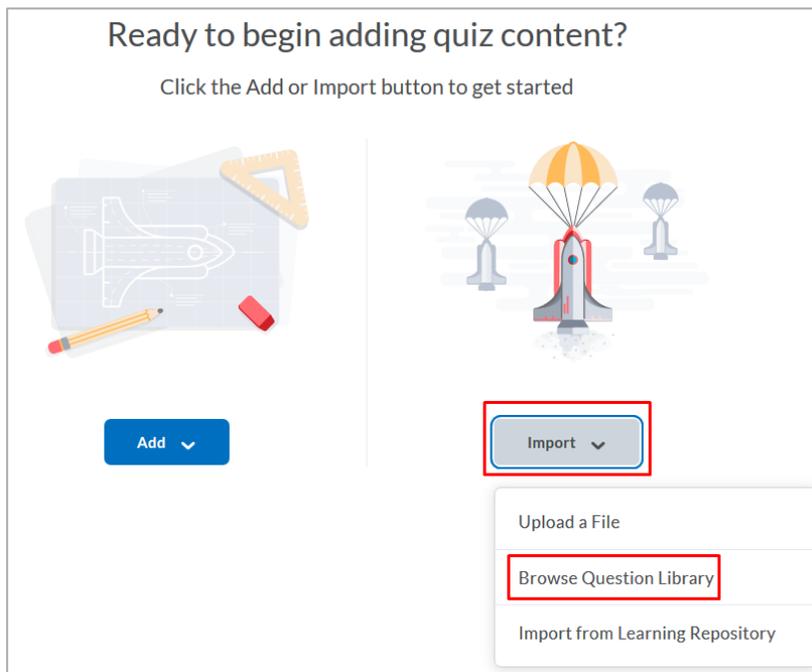
The screenshot shows the 'Manage Quizzes' screen with tabs for 'Manage Quizzes', 'Question Library', 'Statistics', and 'LockDown Browser'. Below the tabs, there are three buttons: 'New Quiz', 'Edit Categories', and 'More Actions'. The 'New Quiz' button is highlighted with a red box.

3. Enter a name for the quiz in the **Name** box and then select the **Add/Edit Questions** button.



The screenshot shows the 'New Quiz' interface. At the top, there are tabs for 'Properties', 'Restrictions', 'Assessment', and 'Objectives'. The 'General' section is active, featuring a 'Name *' field containing 'Test 1', a 'Category' dropdown set to 'no category', and a link to '[add category]'. Below this is the 'Quiz Questions' section, which states 'This quiz is empty.' and contains a button labeled 'Add/Edit Questions' that is highlighted with a red box.

4. Select **Browse Question Library** from the **Import** drop-down menu.



The screenshot displays the 'Ready to begin adding quiz content?' screen. It includes the instruction 'Click the Add or Import button to get started'. There are two main options: 'Add' (represented by a blue button) and 'Import' (represented by a grey button with a dropdown arrow). The 'Import' button is highlighted with a red box, and its dropdown menu is open, showing three options: 'Upload a File', 'Browse Question Library' (highlighted with a red box), and 'Import from Learning Repository'.

5. Click **Source: Question Library** and then select a section. In this example, the **Questions by type** section and the **Multiple choice questions** sub-section is selected. Place a check mark by each question that you want to

select. When finished, select the **Import** button.

The screenshot shows a user interface for selecting questions. At the top, there is a dropdown menu labeled 'Questions by type' with a 'Section' label. Below it, there is a section for 'Multiple choice questions' with a 'Section' label. The list contains four questions, each with a checked checkbox, a question text, a 'Multiple Choice' type, and a '5 points' value. The questions are:

- Which of the following is a type of server that resolves domain names to IP addresses? (Also in: Exam 2- Requires Respondus LockDown Browser)
- Which of the following protocol data units has a header that contains source and destination MAC addresses ... (Also in: Exam 2- Requires Respondus LockDown Browser)
- Which of the following describes a network that connects two or more local area networks from different geo... (Also in: Exam 2- Requires Respondus LockDown Browser)
- Which of the following network devices does not contain an address table? (Also in: Exam 2- Requires Respondus LockDown Browser)

 At the bottom left, there is a blue 'Import' button with a dropdown arrow, and a grey 'Cancel' button to its right.

6. On this screen, you are given the option to add more questions either by creating new ones or importing. Click on the **Back to Settings for Test 1** link.

The screenshot shows the 'Test 1' settings page. At the top left, there is a link 'Back to Settings for Test 1' with a left-pointing arrow, highlighted with a red box. Below the link, the title 'Test 1' is displayed. To the right of the title, it says 'Total Points 20'. Below the title, there are two buttons: a blue 'Add' button with a dropdown arrow and a grey 'Import' button with a dropdown arrow. Below the buttons, there is a list of four questions, each with an unchecked checkbox, a question number, a question text, a 'Multiple Choice' type, and a '5 points' value. The questions are:

- 1 Which of the following is a type of server that resolves domain names to IP addresses? (Multiple Choice • Also in Question Library, Exam 2- Requires Respondus LockDown Browser)
- 2 Which of the following protocol data units has a header that contains source and destination MAC addresses as we... (Multiple Choice • Also in Question Library, Exam 2- Requires Respondus LockDown Browser)
- 3 Which of the following describes a network that connects two or more local area networks from different geograp... (Multiple Choice • Also in Question Library, Exam 2- Requires Respondus LockDown Browser)
- 4 Which of the following network devices does not contain an address table? (Multiple Choice • Also in Question Library, Exam 2- Requires Respondus LockDown Browser)

 Red arrows point from the 'Add' and 'Import' buttons to the first question in the list.

7. On the quiz properties page, the selected questions will be listed along with the following options:
- Set the number of **Questions per page** by entering a numeric value. No more than 5 questions per page is recommended.
 - Prevent students from moving back to previous questions by placing a check mark by **Prevent moving backwards through pages**.

- c. Place a check mark by **Shuffle questions at the quiz level** to randomize the order of the questions.
 - d. To change the point value of each question or to designate a bonus question, select the **Edit Values** button.
8. Select the **Save and Close** button to save the quiz.

Quiz Questions

Questions per page: Apply ?

Paging: Prevent moving backwards through pages ?

Shuffle questions at the quiz level
Also shuffles sections at the quiz level. Does not cascade to sub-sections.

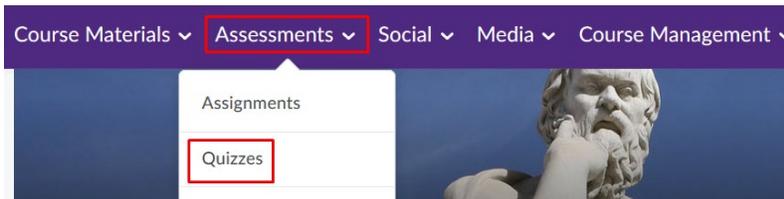
Add/Edit Questions Edit Values

Page	Name	Type	Points	Diff	Bonus	Mandatory
1	Q1. Which of the following is a type of server that reso...	MC	5		1	
1	Q2. Which of the following protocol data units has a hea...	MC	5		1	
1	Q3. Which of the following describes a network that conn...	MC	5		3	
1	Q4. Which of the following network devices does not cont...	MC	5		1	
Total			20			

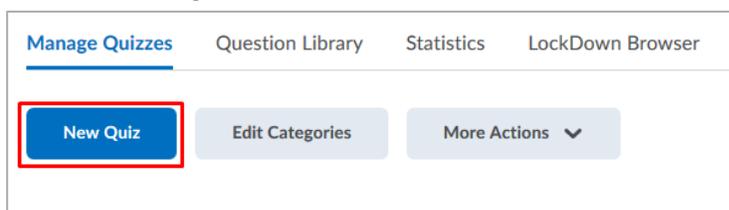
Save and Close Save Cancel

Creating a Quiz with a Question Pool

1. From the menu bar, go to **Assessments** and then select **Quizzes** from the drop-down menu.



2. From the **Manage Quizzes** screen, select the **New Quiz** button.



- Enter a name for the quiz in the **Name** box and then select the **Add/Edit Questions** button.

New Quiz ▾

Properties Restrictions Assessment Objectives

General

Name * →

Test 2

Category

no category ▾ [add category] ⓘ

Quiz Questions

This quiz is empty.

Add/Edit Questions

- Select **Question Pool** from the **Add** drop-down menu.

Add ▾

Import ▾

New Question >

Section

Question Pool

- Enter a name for the pool in the **Question Pool Title** box.
- Click on the **Browse Question Library** button and select questions from sections in the library by placing check marks next to them. In this example, 10 questions were selected from the **Questions by type** section.
- Enter a numeric value for the number of questions that will be randomly selected from the total number of questions in the pool. In this example, 7 questions out of 10 will be randomly selected.

8. Enter a numeric value for the number of points that each question will be worth. Please note that all questions must be of the same value. In this example, a value of 5 points was chosen.
9. Click on the **Save** button to complete the creation of the pool.

Question Pool Title *

Pool 1

Number of Questions to Select * Points per Question *

7 from 10 5

Browse Question Library

Which of the following protocols is used to resolve known IP addresses to ...
Multiple Choice • Also in Exam 2- Requires Respondus LockDown Browser, Question Library

Which of the following is the number of bits in an IP version 4 address?
Multiple Choice • Also in Exam 2- Requires Respondus LockDown Browser, Question Library

Which of the following is an advantage of IP version 6 when compared to I...
Multiple Choice • Also in Exam 2- Requires Respondus LockDown Browser, Question Library

Which of the following is the correct order of the 4 layers of the TCP/IP mo...
Multiple Choice • Also in Exam 2- Requires Respondus LockDown Browser, Question Library

Port numbers are used at the Transport Layer of the TCP/IP model to ident...
True or False • Also in Exam 2- Requires Respondus LockDown Browser, Question Library

IP is a routable protocol that exists at which of the following TCP/IP refere...

Save Cancel

10. A screen will display the newly created pool along with information about the total question numbers and point values.
11. You will have the option to add more new and existing questions as well as additional pools by selecting from the **Add** and **Import** drop-down menus.
12. Click on the **Back to Settings for Test 2** link to return to the quiz properties page.

< Back to Settings for Test 2

Test 2

Add Import

Total Points 35

1-7 Pool 1 35 points

Question Pool • Selecting 7 questions from 10, worth 5 points each

13. The questions will be shown as random questions listed under the pool name. Note that the point value is 5 for every question and the total is 35 points.
14. Click on the **Save and Close** button to save and exit the new quiz.

Quiz Questions

Questions per page: Apply ?

Paging: Prevent moving backwards through pages ?

Shuffle questions at the quiz level
Also shuffles sections at the quiz level. Does not cascade to sub-sections.

Add/Edit Questions Edit Values

Page	Name	Type	Points	Diff	Bonus	Mandatory
1	Pool 1 (7 from 10)	-	5	-	-	-
1	Q1. Random Question	RND	-	-	-	-
1	Q2. Random Question	RND	-	-	-	-
1	Q3. Random Question	RND	-	-	-	-
1	Q4. Random Question	RND	-	-	-	-
1	Q5. Random Question	RND	-	-	-	-
1	Q6. Random Question	RND	-	-	-	-
1	Q7. Random Question	RND	-	-	-	-
Total			35			

Save and Close Save Cancel