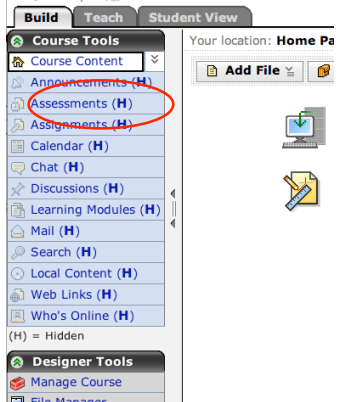
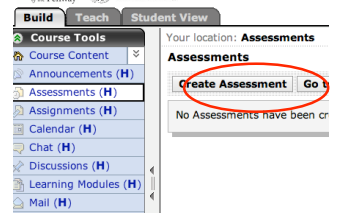


Using the Assessment Tool

Use the Assessments tool to create and administer online tests on course content. There are three types of assessments:

Quizzes	<i>Online tests for which grades are assigned.</i> Quizzes can be graded automatically by Vista or manually by instructors.
Surveys	<i>Anonymous online tests for which no grades are assigned.</i> Surveys are ideal for canvassing students' opinions on an issue discussed in the course or for course evaluations.
Self tests	<i>Assessments, which are incorporated into course content, for which students receive grades, however students' grades are not recorded in the Grade Book tool, as self-tests are purely for the benefit of the students.</i> Self-tests are used to reinforce concepts in the course and give students the opportunity to test their knowledge.

The procedure for creating all three forms of assessments (Quizzes, Surveys and Self tests) is exactly the same. Assessments can only be made in the **Build** tab.

	<ul style="list-style-type: none"> ○ Click Assessments
	<ul style="list-style-type: none"> ○ Click Create Assessment

<p>Your location: Assessments > Create Assessment</p> <p>Create Assessment</p> <p>*Title: <input type="text" value="Mid-Term Examination"/></p> <p>Description: <input type="text" value="The mid-term exam. 40% of grade."/></p> <p>Item Visibility: <input type="radio"/> Show Item <input checked="" type="radio"/> Hide Item <small>(This item cannot be made visible until at least one is question added)</small></p> <p>Grade Book column name <input type="text" value="Mid-Term"/></p> <p>The Grade Book column name appears in Grade Book as a column header for this assessment.</p>	<ul style="list-style-type: none"> ○ Give your assessment a title ○ Assessments are hidden by default. To make visible, click Show Item. ○ Enter a column name if you are using the grade book.
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<p>Type</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Quiz Quizzes are online assessments for which grades are assigned. <input type="radio"/> Survey Surveys are anonymous online evaluations for which no grades are assigned. <input type="radio"/> Self Test Self tests are assessments for which Students receive grades and feedback, though the grades are not recorded in the Grade Book tool. <p>Template</p> <p>Select whether or not you want to base this assessment on an existing assessment.</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Do not base on an existing assessment <input type="radio"/> Base on an existing assessment: <input type="text" value="- Select assessment -"/> <p><input type="checkbox"/> Apply assessment settings only (do not include the questions)</p>	<ul style="list-style-type: none"> ○ Select the Type of assessment. ○ Later, you may base a new assessment on an older one.
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<p><input type="button" value="Save"/> <input type="button" value="Cancel"/> <input checked="" type="button" value="Save and Add Questions"/></p>	<ul style="list-style-type: none"> ○ Click Save and Add Questions
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<p>Your location: Assessments > Create Assessment > Mid-Term Examination (In Class)</p> <p>Mid-Term Examination (In Class) <input type="checkbox"/> (Hidden)</p> <p>Description Mid-term exam. 40% of grade.</p> <p><input type="button" value="Add to Assessment"/> <input type="button" value="Create Questions"/></p> <p>There are currently no questions in this assessment. To add questions, use the Add to Assessment controls. To create new questions for this assessment, use the Create Questions controls.</p>	<ul style="list-style-type: none"> ○ If you have questions in you Question Database that you want to use, click Add to Assessment. ○ If you creating new questions, click Create Questions.
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