How to Build a Test in Canvas

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HOW TO BUILD A TEST IN CANVAS FROM THE QUESTION BANKS

1. Open Quizzes



In COURSE NAVIGATION, click the QUIZZES link.

Click the **+ Quiz** button.



2. EDIT QUIZ DETAILS

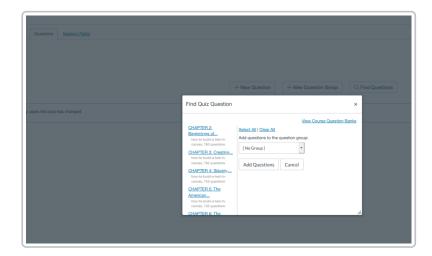
In the **DETAILS** tab, **NAME** your TEST. Select the **Quiz Type**, **Assignment Group**, **the number of attempts**, **and display options**.

SAVE.

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Quiz Type	Graded Quiz \$
Assignment Group	Assignments \$
	Options
	Shuffle Answers
	Time Limit Minutes
	Allow Multiple Attempts
	Let Students See Their Quiz Responses (Incorrect Questions Wi
	Be Marked in Student Feedback)
	Only Once After Each Attempt Let Students See The Correct Answers
	Show Correct Answers at
	Hide Correct Answers at
	 Show one question at a time
	Quiz Restrictions
	Require an access code
	Filter IP Addresses
Assign	
Assign	Assign to
Assign	Assign to Everyone X
Assign	Assign to
Assign	Assign to Everyone X

3. ADD A MANUALLY SELECTED SET OF QUESTIONS FROM YOUR QUESTION BANKS

Click the **QUESTIONS** tab and then **FIND QUESTIONS**



Select a chapter, check off the questions you want to add from the chapter, then scroll to the bottom of the window and click on **ADD QUESTIONS**.

To select questions from multiple chapters, repeat this process.

Review the questions; this is where you can edit, move or delete any of the items you've selected.

When you have all your questions selected, click on SAVE & PUBLISH.

4. DRAW FROM A RANDOM SET OF QUESTIONS

You can optionally add random questions to a test. Creating a question group randomizes questions within a quiz.

ADD NEW QUESTION GROUP

Details Questions 1		
+ New Question	+ New Question Group 2	$\ensuremath{\mathbb{Q}}$ Find Questions

- 1. Click the Questions tab.
- 2. Click the New Question Group button.

CREATE GROUP DETAILS

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- 1. **TITLE** your question group.
- 2. Enter the NUMBER OF QUESTIONS you want pulled and POINTS per question.
- 3. You can either link to a Question Bank or select individual questions to add to a group.

LINK TO A QUESTION BANK

If you want to link a question bank to the question group, click LINK TO A QUESTION BANK. In the pop-up window, select the chapter you want to draw from, and then click on SELECT BANK.

II Question			
Which of the following was true of small farmers in 1670s Virginia?			
	Find Question Bank ×		
ii Question	View Course Question Banks Select a question bank from the list below to link it to the this quiz as a question group.		
What was one factor that contributed to the unrest that led to Bacon's Rebellion?	bank DELETE - testing import, 0 questions		
	CHAPTER 1: A New World how-to-build-a-test-in-canvas, 153 questions		
I Question	Chapter 1: Sociology: Theory and Method , 0 questions		
Nathariel Bacon	CHAPTER 2: Beginnings of English America, 1607-1660 how-to-build-a-test-in-canvas, 160 questions		
	CHAPTER 3: Creating Anglo-America, 1660-1750		
	Select Bank Cancel #		
FINAL EXAM GROUP Pick 25 questions, 1 pts per question			
C. Link to a Question Bank			
Cancel Create Group			

Click the **CREATE GROUP** button.

You can repeat this function to pull questions from several chapters.

When finished, click **SAVE AND PUBLISH**.

ADD INDIVIDUAL QUESTIONS TO GROUP

Create or open a saved **GROUP**.

To add individual questions to the group, click the Add icon.



FIND QUESTIONS FROM QUESTION BANK

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	+ New Question	+ New Question Group	Q Find Questions
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Select the chapter and then individual questions to add to the GROUP.

SAVE QUIZ



Click the Save button to save your work and preview the quiz. If it is final, select SAVE AND PUBLISH.