About Questions and Answers

1. What kinds of questions are supported?

A : Mostly all kinds of questions are supported.
- Multiple choice questions
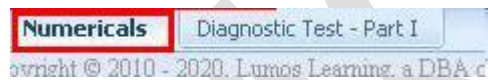- Questions with pictorial, video contents and external web links are supported

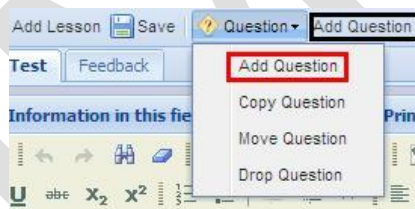2. How can I add a question?

A : You can add a question by
- Access the test designer
- Open your course to which you want to add a question to.
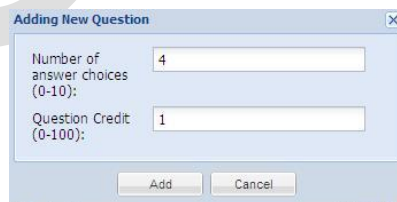- Go to the Test tab in the designer

- Select the lesson to which you wish to add the question

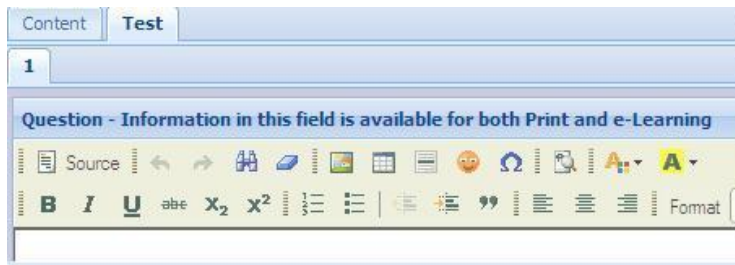- Click on the down arrow beside "Question" or click on Add Question

- That will open a pop window which will enable you to select the number of answer choices you want to add (0 to 10 numbers) and also the weight/value/credit that you want to give (0-100 points) to that particular question. Input your choice in the box.
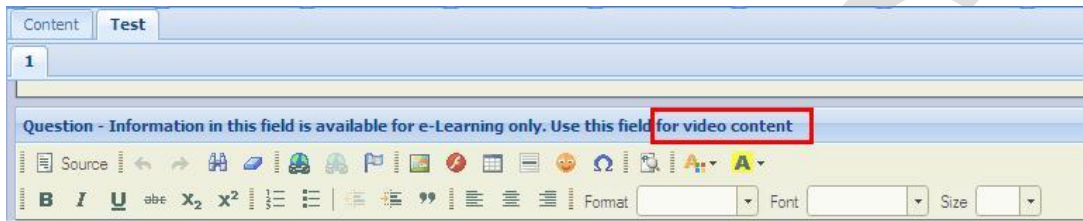

- After this you can see an editor for the input of question has been created with page number as 1.
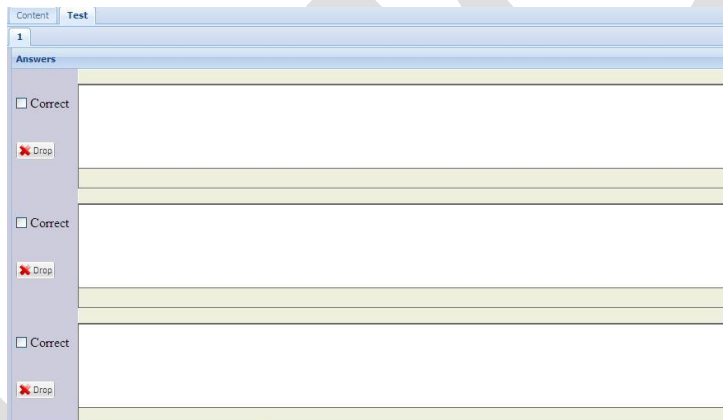

- This editor has 4 parts, the first for the input of questions,

the second with the option to add videos to support your question,

the third with the intent of providing answer choices(the number of which you will have set during the creation of the question)

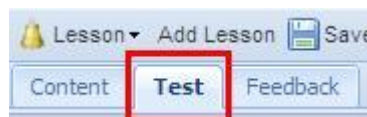and lastly the space to include the detail/explanation for the correct answer.

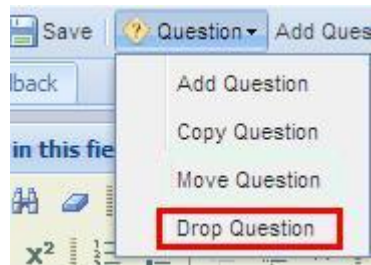- Similarly you can repeat the process as many times desired

3. How can I delete a question?
 A : You can delete a question by
- Accessing the test designer
- Open your course to which you want to add a question to.
- Go to the Test tab in the designer

● Click on the down arrow beside "Question" and select Drop Question

4. How can I add images or videos to my question?

A : In the question input box/editor you will find the toolbar with the options to add image or link. You can use these to add the extra contents to your questions.

5. How can I copy questions from one lesson to another?

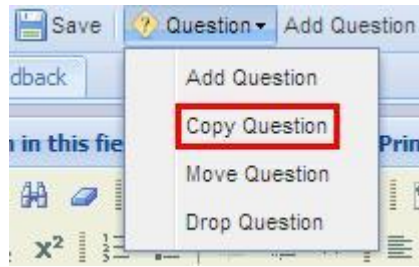A : To copy question from one lesson to another

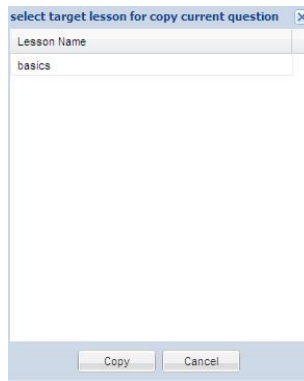● Select the lesson from which you want to copy the question

● Select the question which you want to copy

● Click on the down arrow beside "Question"
● Select "Copy Question" from the drop down list

● Now a pop window will appear asking you the destination lesson to which the lesson is to be copied. Select your desired lesson and click Copy. The question will be copied from the target lesson/destination lesson.
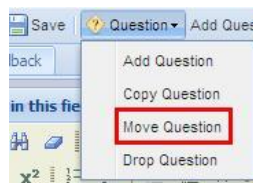

6. How can I reset the position of a question?

A : You can reset the position of a question by clicking and moving the number of the question that appears as a tab at the base of the designer.
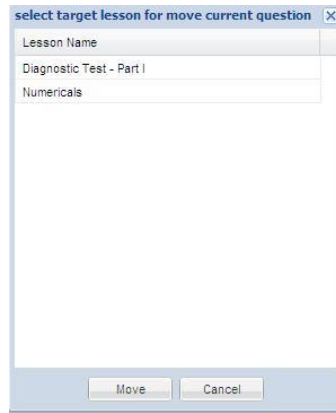

7. How can I move a question from one lesson to another?

A : You can move a question from a lesson to another by tracing the same steps that you went through while copying a question. The only difference being that you will select "Move Question" from the drop down menu of Question.
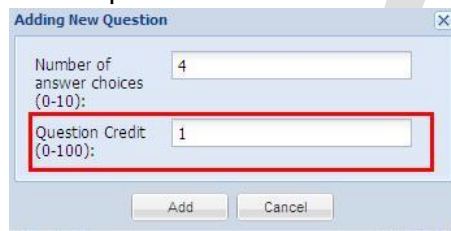

Then you select the destination lesson to which you want to move the question.
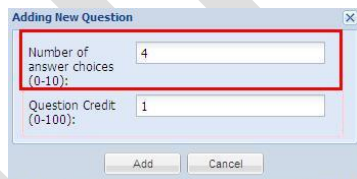
8. How can I give different weights for different questions?

A: When you Add Question, the pop up window that opens immediately holds the input field for you to insert the number of answer choices you want to provide and desired also the Value/weight/credit to that question.

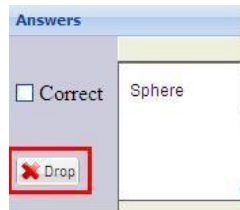**9. How can I add or delete answer choices?**

A: When you Add Question, as told earlier a pop window which will enable you to select the number of answer choices you want to add and also the weight/value/credit that you want to give to that particular question opens.

Input your choice in the box. This will create that many choices for your question.
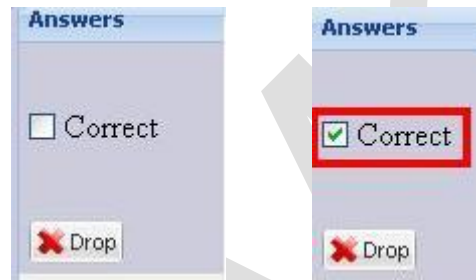

There is also an option to cancel/drop any of the answer choices by clicking on the red cross beside the answer choices.

If you want to add an extra answer choice after the creation of the question, click on the Add Answer tool placed in the menu bar of the designer.

10. How can I provide the correct answer?/how can i mark the correct answer?

A: Once you are done creating and filling your question and answer choices, you can mark the correct answer. The answer choices input editor has check boxes alongside every answer option. The purpose of which is to mark the correct answer for your question. Here you can mark multiple correct answers as per your need.

11. How can I provide detailed answers?

A: The editor which opens in the designer, after you Add Question, has 4 parts. The first for the input of questions, the second with the option to add videos to support your question, the third with the intent of providing answer choices (the number of which you will have set during the creation of the question) and lastly the space to include the detail/explanation for the correct answer. In this last space you can write your detailed explanations for your correct answer.