Creating an Online Exam in Connect

This guide shows you how to build an online exam in Connect from the Question Bank. You add and preview questions from your test bank, create a question pool so each student sees a different set of questions, and then review and arrange the questions in your exam.

Why Use a Question Pool?

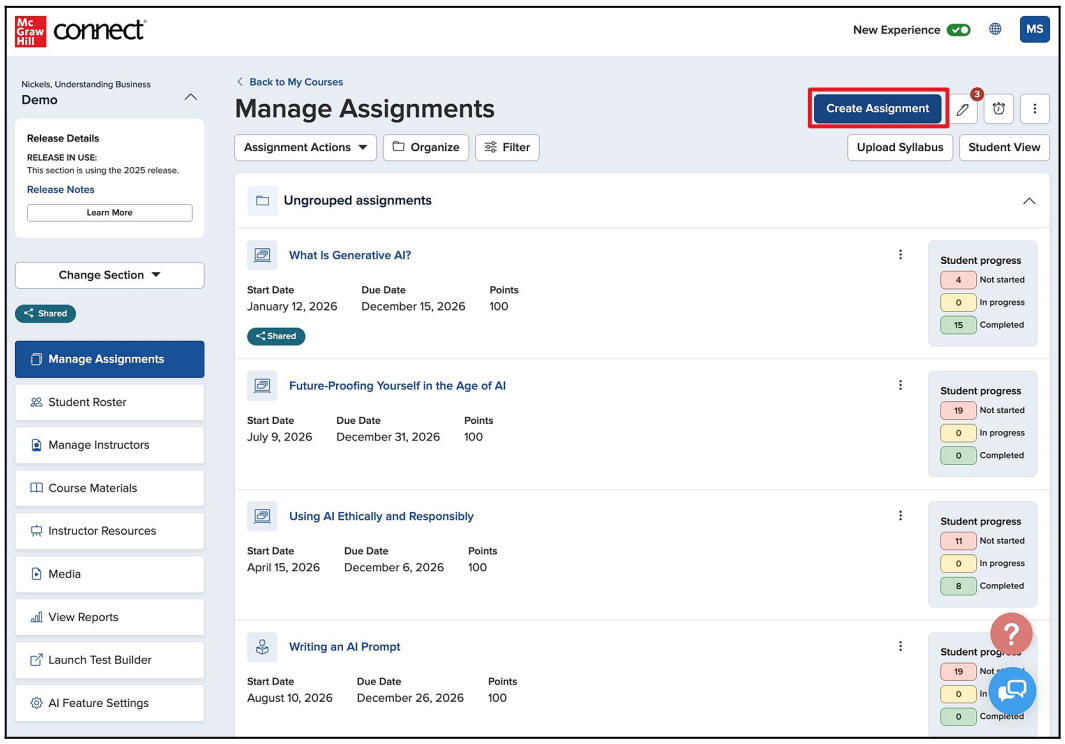
A question pool holds a larger set of questions and draws a set number of them for each student. For example, a pool of 50 questions can draw 10 for each student. Each student gets a different mix of questions, which helps protect exam integrity in an online setting. Every question drawn from the pool is worth the same number of points.

You can build an exam from individual questions, from one or more pools, or from a mix of both.

Start the Exam

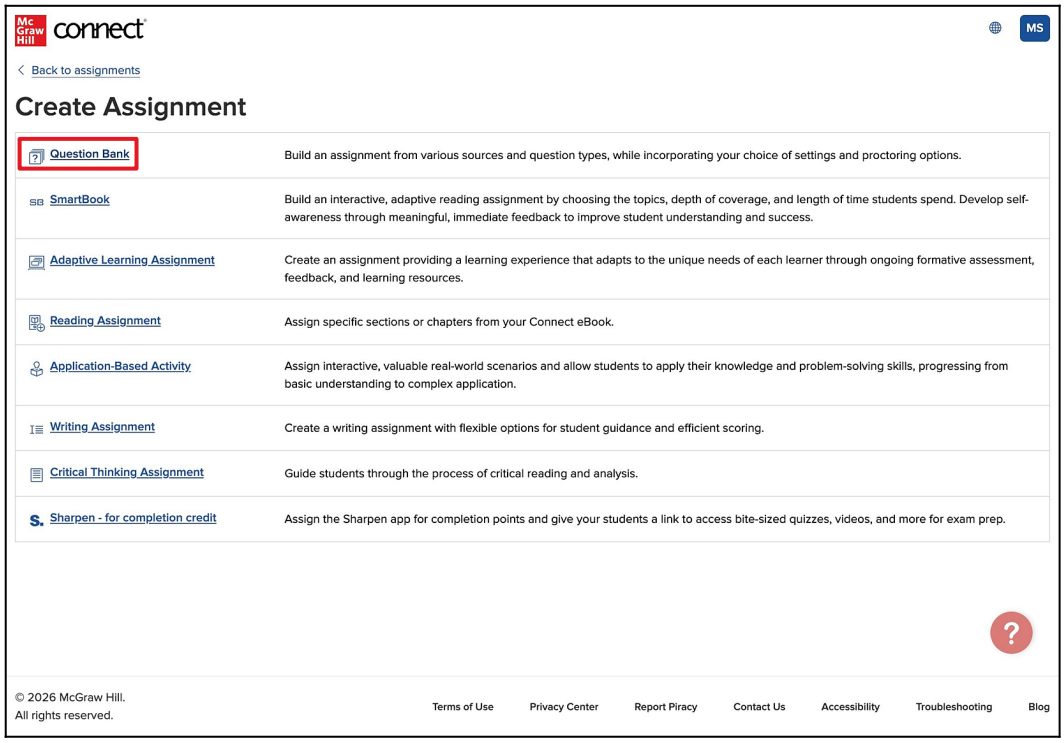
Step 1: Create a New Assignment

From the **Manage Assignments** page, click **Create Assignment** at the top right.



Step 2: Choose Question Bank

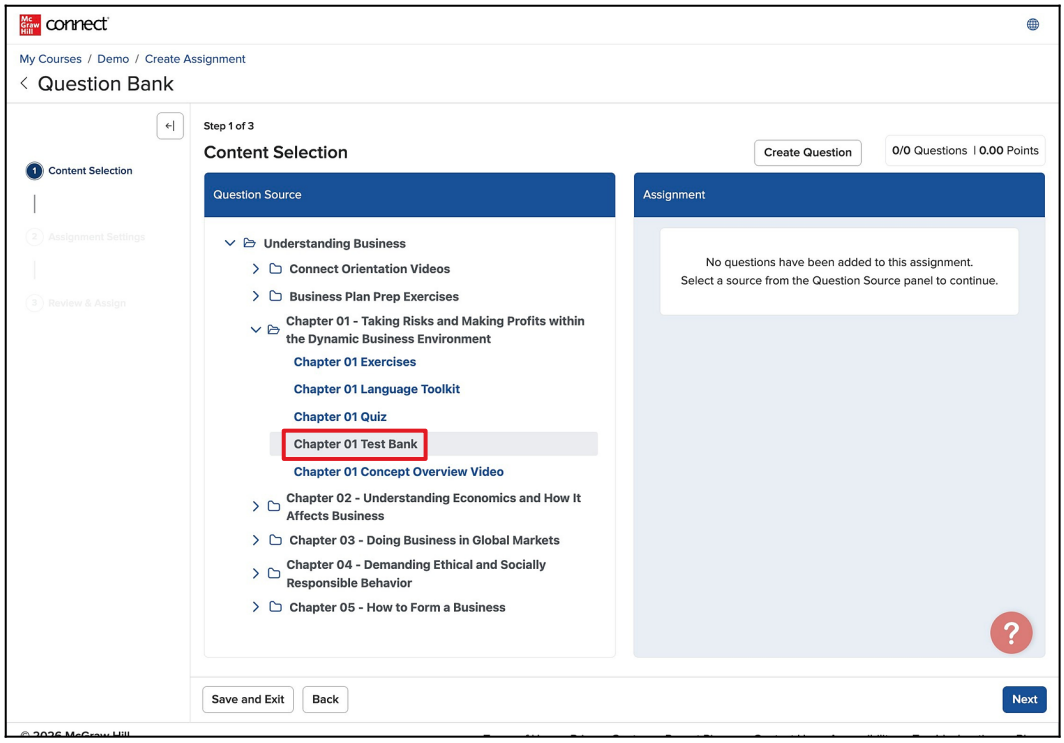
On the **Create Assignment** page, click **Question Bank**. Question Bank lets you build an assignment from different sources and question types, with your choice of settings and proctoring options. It is the best fit for an exam.



Step 3: Select a Content Folder

The Question Bank opens on **Step 1 of 3: Content Selection**. The **Question Source** panel on the left lists the content for your course, organized by chapter. The **Assignment** panel on the right shows the questions you add to your exam.

Expand a chapter and click the folder you want to pull questions from. Each chapter can include exercises, quizzes, a test bank, and concept videos. For an exam, click the **Test Bank** folder, such as **Chapter 01 Test Bank**.



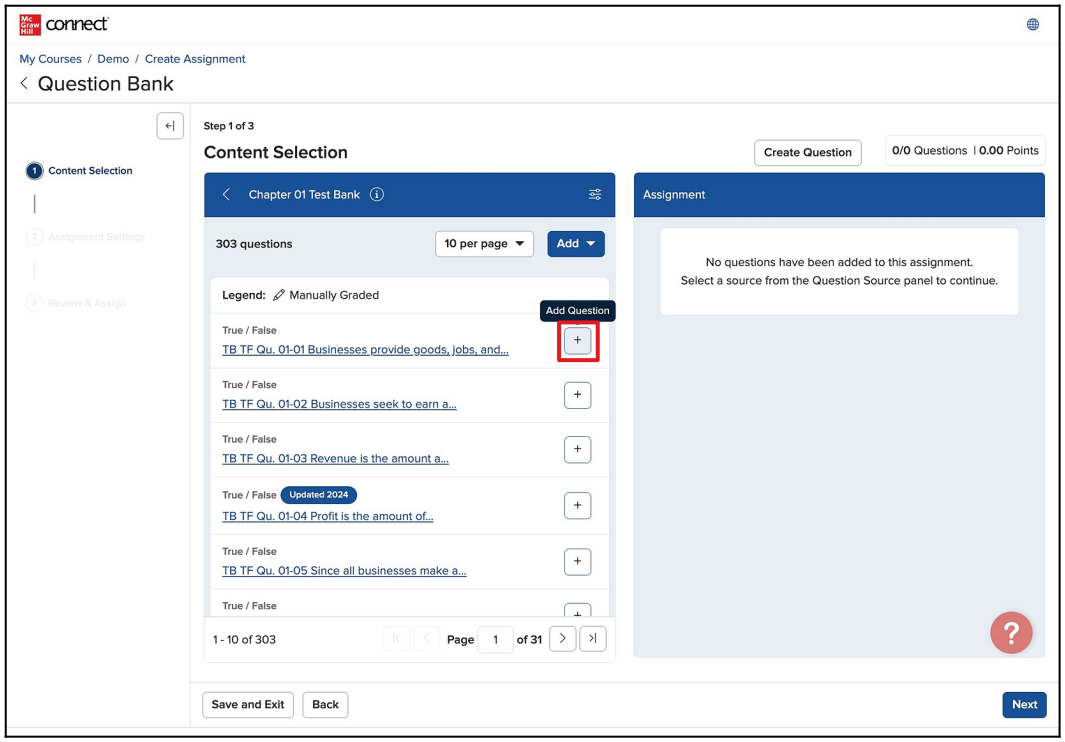
Add and Preview Questions

Step 4: Add Questions

The test bank questions appear in a list. Each question shows its type, such as True / False, above its title. A pencil icon marks questions that you grade by hand, and an **Updated** label marks questions that were recently revised.

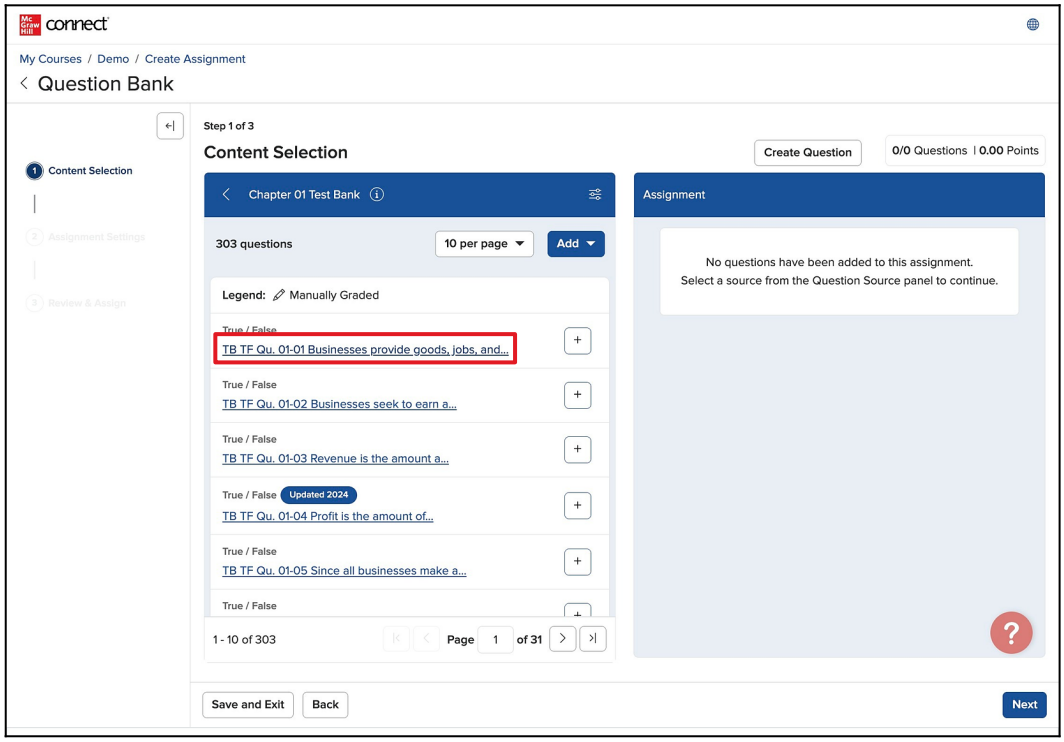
Click the **plus** icon next to a question to add it to your exam. The question moves to the **Assignment** panel, and the counter at the top right updates the number of questions and points.

Tip: Use the page arrows at the bottom of the list to see more questions, or change how many questions show on each page.



Step 5: Preview a Question

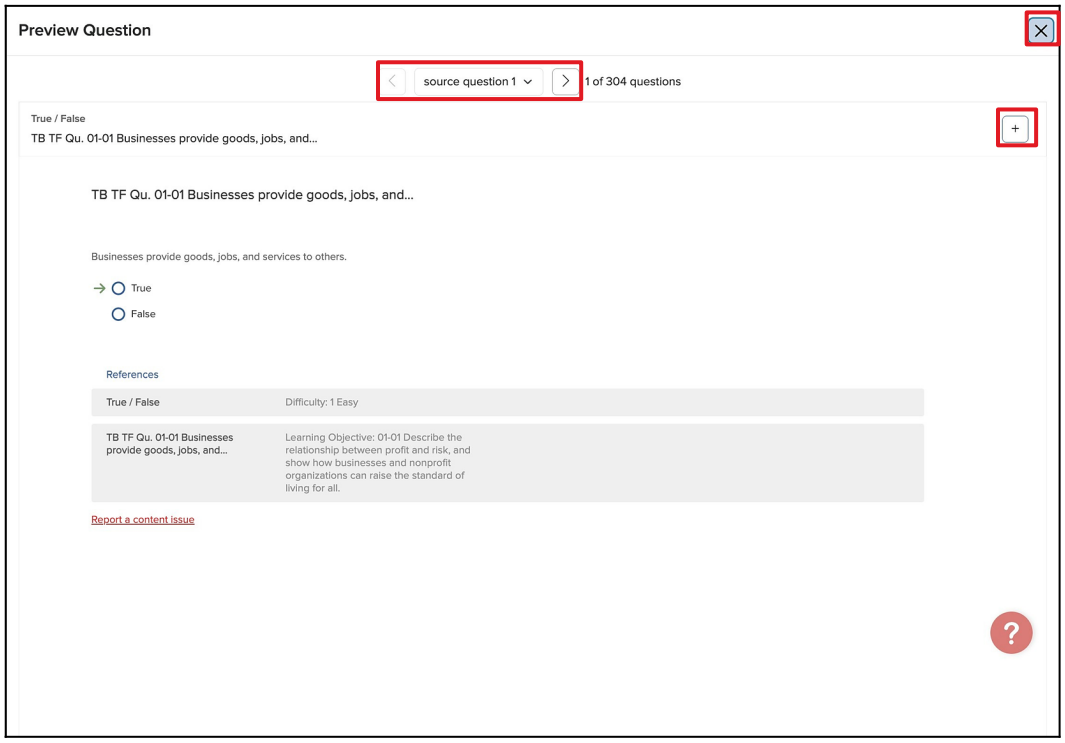
To see a question in full before you add it, click the question text.



Step 6: Use the Question Preview

The **Preview Question** window shows the full question, its answer choices, and its references, such as difficulty level and learning objective. Use the references to make sure your exam covers the right objectives at the right level.

Use the arrows at the top to move to the next or previous question without closing the window. Click the **plus** icon to add the question, or click **X** at the top right to return to the question list.

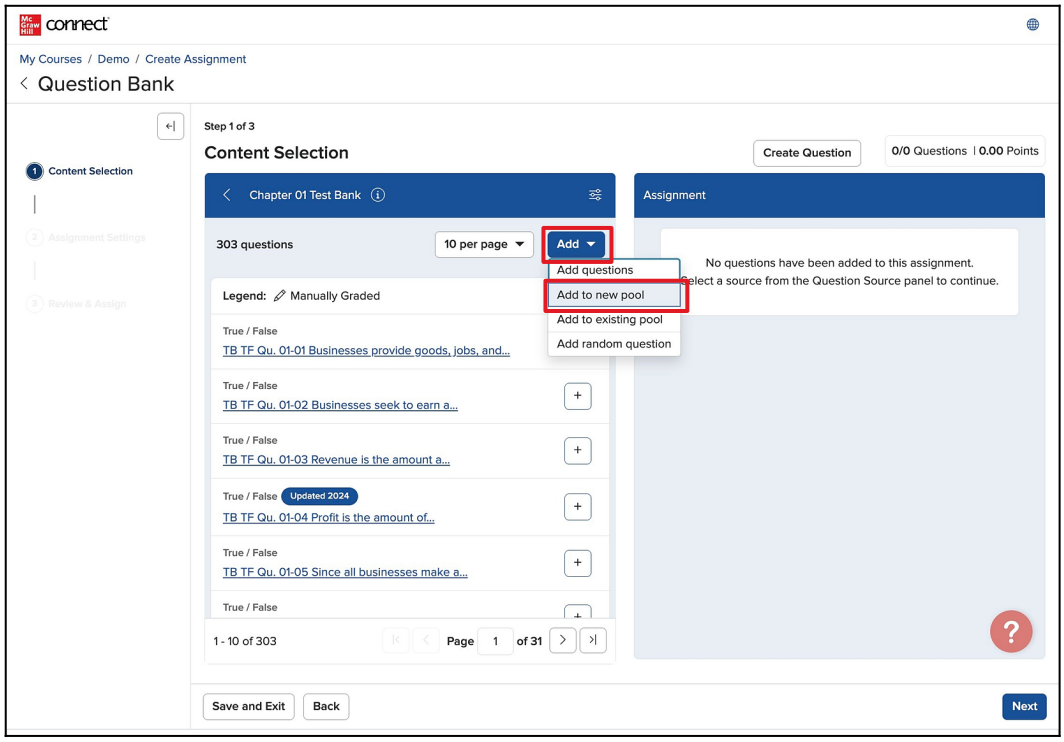


Create a Question Pool

Step 7: Choose Add to New Pool

Click the **Add** menu at the top of the question list, then click **Add to new pool**.

The Add menu has four options: **Add questions** adds the selected questions one by one, **Add to new pool** starts a new pool, **Add to existing pool** adds questions to a pool you already made, and **Add random question** adds one question picked at random.



Step 8: Set Up the Pool

In the **Add to New Pool** panel, fill in the required fields:

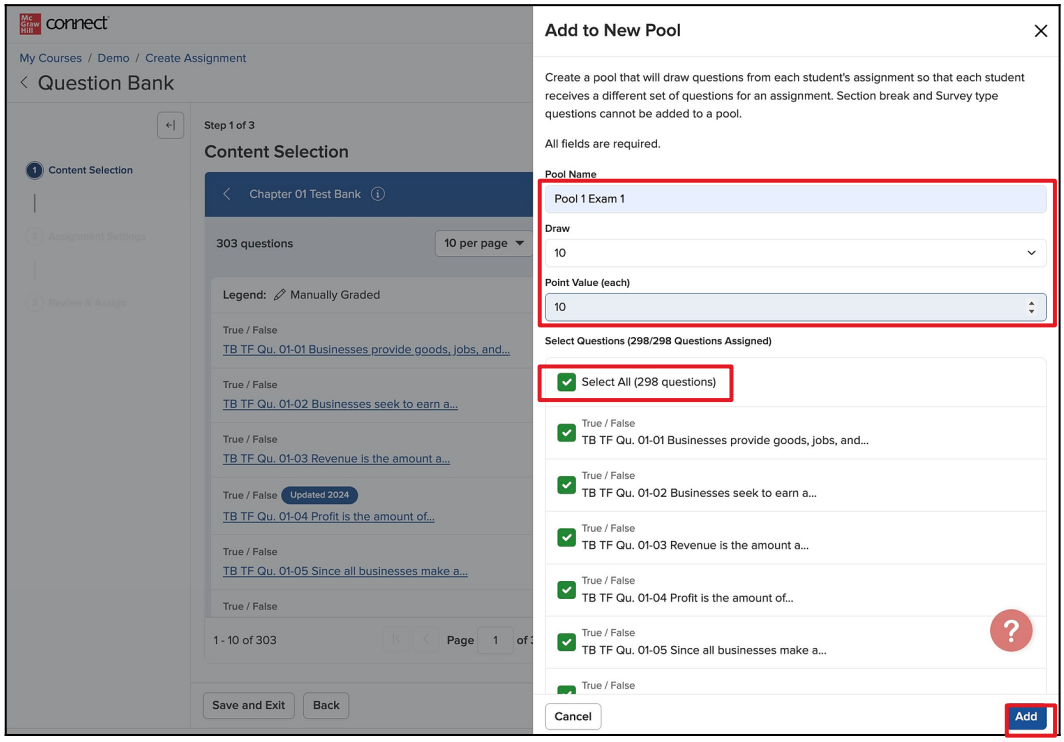
Pool Name: Type a name that tells you what the pool covers, such as **Pool 1 Exam 1**.

Draw: Choose how many questions each student sees from the pool.

Point Value (each): Set the points for each question drawn. For example, a draw of 10 at 10 points each makes the pool worth 100 points.

Under **Select Questions**, check the questions to include, or check **Select All**. Then click **Add** at the bottom right.

Note: Section break and Survey type questions cannot be added to a pool.



Arrange the Questions

Step 9: Review and Arrange Questions

The pool now appears in the **Assignment** panel with its name, the number of questions in it, and the number drawn. The counter at the top right shows the questions each student sees and the total points.

To review the order of your exam, click the **Actions** menu in the Assignment panel, then click **Arrange questions**. The Actions menu also lets you **Set points**, **Merge pools**, and **Remove questions**.

When your exam is ready, click **Next** to choose the assignment settings, such as time limit and attempts. Then review and assign the exam.

