

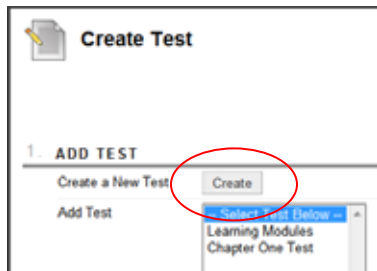
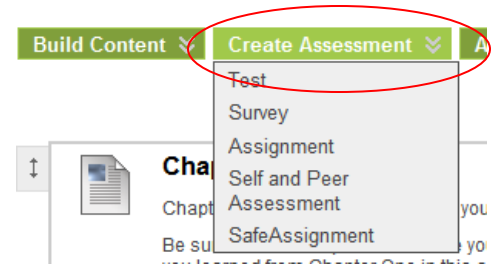
Create a Test or Survey – An Alternate Method

If you have already decided which content area, learning module, or folder you want to deploy the assessment into, there is a quick method to create the new assessment and deploy it in one step.

Using this method, it's **not** necessary to go to the Control Panel | Course Tools | Tests, Surveys, and Pools tool.

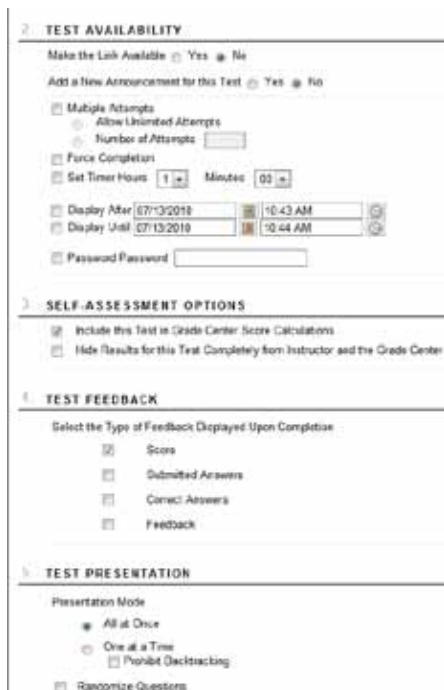
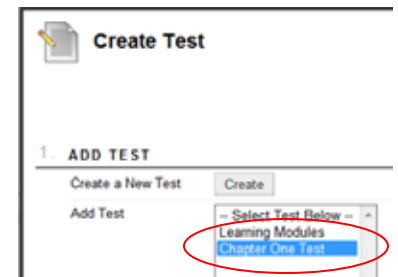
Instead, follow these steps:

1. Be sure the **Edit Mode is: ON**
2. Click on the content area link in the Course Menu on the left, then click on the learning module or folder (if any) where you wish to make the test or survey available to students
3. Select the Create Assessment drop-down list at the top of the screen, then select Test or Survey
4. On the Create Test or Create Survey page, click the Create button to the right of "Create a New Test" or "Create a New Survey"



5. Follow the instructions in the "[Create a Test and/or Survey](#)" PDF file to create the assessment and add questions

6. On the Test Canvas or Survey Canvas page click OK
7. From the Create Test or Create Survey page that reappears, select the new assessment from the list of available assessments
8. Click Submit
9. Select the desired options on the Test Options or Survey Options page



10. Click Submit to complete the process