Exam - Short Answer Questions

This type of question is not auto-graded. It functions the same as an Essay question. The only difference is that this question provides less space for the answer.

- Click the Author tab.
- Click the Week in the Navigation Tree where the quiz or test is located.
- Click the link for the Exam to which the question is to be added.
- The Exam window will display (see illustration below).

- In the Add list, select New Short Answer Question.
- Specify where the question is to appear in the quiz or test by inputting a number in the As row text box.
- Click the Add button on the right side of the window.
- The Add Short Answer Question window will display (see illustration below).
In the Question box, input the text for the question.
- Input the number of points that this question is worth in the Points box.
- Input a General Explanation of the question, if desired.
- Click the Add button to insert the question into the test or quiz.
- A message will appear saying the question has been added successfully.

Click OK to return to the Exam Content Item window.

NOTE: In order for students to see the Explanation, the test or quiz needs to be made available in the Gradebook.