


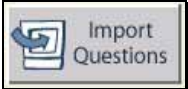






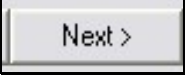




Publishing a Respondus Exam to CE6

10/29/2008

Publishing a Quiz/Test to a Course Section:

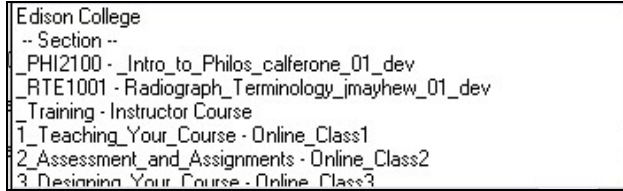
Learn how to publish a quiz/test to a single section or course in CE6 using Respondus

1. Click the **Current Personality** drop down menu 
2. Click the **WebCT 6/Vista 4** option 
3. **Open or Import** a Respondus quiz
 
4. Click the **Preview & Publish** tab 
5. Click the **Publish to WebCT** option from the left 
6. Click the **Publish Wizard** button 
7. Click the first **radio button** to publish to a single course section 
8. Click the **WebCT 6 Server** drop down menu 
9. Click a server name from the list. See the CE6 Publish Settings tutorial to add a new server.

10. Click the **Next >** button 
11. If errors occur, click the **Edit Settings** button to edit the settings for the chosen WebCT 6 Server.

12. Click the **Group or Section** drop down menu 


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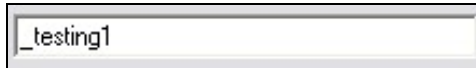
13. Select the **section or course** to which you are publishing the exam



Edison College
-- Section --
_PHI2100 - Intro_to_Philos_calferone_01_dev
_RTE1001 - Radiograph_Terminology_imatehew_01_dev
_Training - Instructor Course
1_Teaching_Your_Course - Online_Class1
2_Assessment_and_Assignments - Online_Class2
3_Designing_Your_Course - Online_Class3

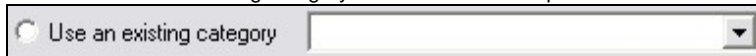
14. Click the first **radio button** to create a new question category 

15. Enter the **new category name** in the corresponding text box




_testing1

16. Alternately, click the second **radio button** to add the questions to an existing question set. Use the drop down menu to select the existing category in which to add the questions



Use an existing category ▼

17. To create a new quiz/test, or replace an existing quiz/test, click the checkbox 

18. Click the **Create Quiz** radio button to create a new Quiz/Test

19. Enter the **Title or Name of the Quiz/Test** in the corresponding text box

20. To create a self-test, click the **Create Self-Test** radio button and enter the **Title or Name** in the corresponding text box



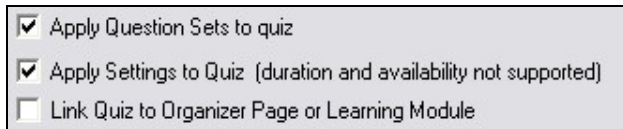
Create Self-Test

21. To replace an existing Quiz/Test or Self-Test, click the **Replace** radio button, click the **corresponding drop down menu**, and select the Quiz/Test/Self-Test to replace its questions



Replace ▼

22. Click only the **first two check boxes** at the bottom of item three



Apply Question Sets to quiz
 Apply Settings to Quiz (duration and availability not supported)
 Link Quiz to Organizer Page or Learning Module

23. Click the **Next** button to complete and publish 

This tutorial has demonstrated how to publish a quiz/test to a single section or course in CE6 using Respondus

Go to "**CE6 Training Materials**" at <http://training.edison.edu/webct> for more helpful tutorials