Scholar: Tests & Quizzes

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Assessment Background

In Support of Frequent Testing:

- **Frequent testing can increase student motivation:** Short, low-stakes testing on reading material can motivate students to keep up with coursework (1).
- **Frequent testing can increase student performance:** Frequently assessed students perform better than those given homework only, or those with no assigned tasks (2).
- **Frequent testing provides instructors and students with feedback:** Test results can provide students and instructors with feedback on comprehension. Gaps in understanding can then be addressed in class.
- **Self-testing encourages student-centered learning:** You can create question pools for students to self-test.
**Types of Assessments:**

- **Self-assessment:** Self-assessments usually have no point value and are used by the student to gauge his or her understanding of concepts. These can be created and administered using Scholar.
- **Low-risk assessment:** Low-risk assessments have a low impact on student grades, are useful to motivate students to keep up with reading, and can be created and administered using Scholar.
- **High-risk assessment:** High-risk assessments are typical midterm and final exams, which can also be administered using Scholar.

**Please Remember:**

- Students may not be comfortable with online assessments. It is possible to administer online assessments in class or in a computer lab, where students can ask instructors or assistants for help.
- If students are taking the assessment at home, remember to tell them when it is due because Scholar will not automatically generate reminders.
- Students may complain of Internet issues while taking an assessment. Inform students that Scholar can track partially completed, and submitted, assessments.

**Introduction to the Tests & Quizzes Tool**

Scholar's *Tests & Quizzes* tool is designed to be both powerful and flexible.

**Features of Tests & Quizzes:**

- The *Tests & Quizzes* tool has multiple question types:
  - multiple choice,
  - true/false,
  - matching,
  - fill in the blank,
  - numeric response,
  - short answer,
  - essay,
  - audio recording submission,
  - other file submission, and
  - survey (no points).

- You can import previously created tests and surveys.

- Test questions can be:
  - scrambled, and/or
  - pulled from a question pool.

- Answers to multiple choice questions can be scrambled.
• You can view assessment statistics
  o student-by-student, or
  o question-by-question.

• You can set a maximum testing time.

• You can decide whether or not to allow retakes.

• Multiple choice, true/false, matching, numeric response, survey and fill in the blank questions can be automatically graded, and grades posted to the Gradebook.

• Assessments can be assigned to groups or sections within your course site.

**Tests & Quizzes Main Page Layout**

When you first enter the Assessments tool, you will go to the Assessments page. It is divided into three vertical sections.

• At the top is the "New Assessments" area where new assessments are created.
• In the middle are "Pending Assessments", or drafts of tests and quizzes that you are still working on.
• At the bottom are "Published assessments",
  o Those listed under "Active" are accessible to students.
  o Those listed under "Inactive" are not accessible to students because the open date does not include today, or because the instructor has retracted the assessment.

Creating a Test or Quiz

**Creating your Assessment**

1. Make sure the Tests & Quizzes tool is added to your site.
2. On the left-hand menu bar, click "Tests & Quizzes". You will enter the Tests & Quizzes tool. The "New Assessment" area is at the top of the page.
3. Enter the title of the assessment you want to create. Choose "Create using assessment builder" if you want to manually enter your assessment questions. Choose "Create using markup text" if you want to import questions from an existing assessment.
4. You do not need to choose an assessment type from the drop down menu at this point. This is for if you want to use an existing assessment template.
5. Click the "Create" button.

**Assessment Builder vs. Markup Text**

• The assessment builder is like a wizard. It helps you create quiz questions step-by-step, and will produce errors if you fail to enter information that Scholar needs, like which multiple-choice answer is correct.
• Markup text is a way for you to format quiz text in a word processor so that when it is pasted into Tests & Quizzes, Scholar will recognize the questions and answers.

**Informing Students**

Once an assessment is published and available, you should communicate to your students how you expect them to find and complete it. Tests & Quizzes does not automatically add an entry into the Calendar nor does it send out an Announcement.

Also, help your students by giving them the link to the **The Ultimate Student Guide to Scholar**.

Remember that Scholar’s [Online Help](http://scholar.vt.edu/) has detailed information about the Tests & Quizzes tool.

**Adding Questions with the Assessment Builder**

The assessment builder is a tool to create your quiz and test questions one-by-one. It works much like a wizard, where for each question type, it will prompt you for the necessary information.

**Adding Questions to a Test or Quiz**

1. Click "Tests & Quizzes" in the left-hand menu bar. Scholar will go to the Assessments page.

   - Scroll down to the "Pending Assessments" section of the Assessments page.
   - Hover over the "Select Action" drop-down menu and select "Edit".
   - Scholar will go to the Questions page where you can edit the assessment.

2. Below the Questions page title, there are four options. Do not click on these options for now.

3. Beneath the Preview | Publish | Print | Settings section is:

   - **Add Part**: Assessments can have multiple parts, or sections. This is useful if you want to divide up your assessment by question type or topic. To add a section, click Add Part, name the part, and define its settings.

4. After choosing the question type, you will go to the **Edit Question** page. Different options will appear in the **Edit Question** page depending on the question type, and these options will guide you in question creation. Fill in the necessary information.

5. You can click "Show/Hide Rich-Text Editor" to give you more text-editing options for both your question and response text. See the [Rich Text Editor](http://scholar.vt.edu/) lesson.

   - If you are copying assessments with images and links between Scholar sites, make sure the Resources folder housing the file to which you are linking is not hidden, and that it is set to be publicly accessible.
• If the source folder in Resources is hidden or not publicly viewable, you will not be able to see the images in the new site.
• To avoid problems associated with Resources permissions, add images to an assessment using the "Attachment" button.

6. The bottom of Edit Question page has settings that do not depend on question type.

• To add an attachment for your test-takers, use the "Add Attachment" button
• To assign the question to a part of the assessment, choose the Part from the drop-down menu. If you have not created parts, only the top-level default part will appear.
• To add the question to a Question Pool, choose the pool from the drop-down menu. If you do not have question pools, pools will not appear here. Question pools are covered in the Tests & Quizzes - Question Pools lesson.

7. Use the text-entry boxes below Correct/Incorrect Feedback to give your students feedback, if desired. Correct feedback will be shown if they get the question correct, and incorrect feedback will be shown if they get it partially correct or wrong.
8. When you are finished, click the "Save" button to save your question to the assessment. Scholar will return to that assessment.

Publish your Assessment

For a pending assessment, click "Publish" at the top of the Questions page to publish it. Alternately, while in the Assessments page, select "Publish" from the "Select Action" drop-down menu.

• If you have defined open/close dates in assessment settings, and those dates do not include the present date and time, your assessment will appear under "Published Assessments - Inactive."
• If you have not specified dates, or if your open/close dates include the present time, your assessment will appear under "Published Assessments - Active."

Creating Assessments Using Markup Text

Instead of using the assessment builder to create your questions one-by-one, you can write the questions in a word processor, like MS Word, and import them into Scholar. For Scholar to recognize the question types, text and answers, you need to use the formatting style described in the Markup Text instructions. Please note:

• Markup Text only works for multiple choice (single or multiple correct answer), fill-in-the-blank, short essay, and true/false questions. For other question types, you need to use the assessment builder.
• You cannot add questions to an existing assessment using Markup Text; you need to create a new assessment.
• You can place questions created with Markup Text in existing assessments, but you have to do it through Question Pools. This process will be covered in the Tests & Quizzes - Question Pools lesson.
For now, let’s look at creating a new assessment and adding questions using Markup Text.

Creating a New Test or Quiz Using Markup Text

Create Assessment

1. Click "Tests & Quizzes" on the left-hand menu bar. You will go to the Tests & Quizzes tool. The "New Assessment" area is at the top of the page.
2. Enter the title of the assessment you want to create. Choose "Create using markup text."
3. You do not need to choose an assessment type from the drop-down menu at this point. This is for if you want to use an existing assessment template.
4. Click the "Create" button. Scholar will go to the Create Assessment/Question Pool page.

Add Questions Using Markup Text

1. On the Create Assessment/Question Pool page, add the name of the assessment and a description. The Questions box is where you would paste your formatted questions.
   - The formatting are available on this page. Once you have learned them, you can create questions and answers in a word processor and paste them into the Questions box.
   - It is possible to type the questions directly in the box, but if your web browser crashes or Scholar times out, you may lose your work.
2. Next to the Questions box are Instructions & Examples. Click on the links to expand the instructions.

Verify Questions

1. Scholar will now go to the Validate Assessment/Question Pool page. Here you can verify that your example question, question type, points and answers were correctly interpreted by the Markup Text feature.
2. If there is an error, click the "Back" button, edit the text in the Question window, and click the "Next" button again.
   - If you created your questions and answers in a word processor, edit them in the word processor and re-paste into the Questions window. That way you have a back up.

Finish Assessment or Question Pool Creation

1. If the questions are correct, click the "Create Assessment" button to create a new assessment, or click the "Create Question Pool" button to add the questions to a question pool.
**Import Assessments from Respondus**

Respondus is a software package that lets instructors create assessments and then import them into a number of online testing programs. Scholar can import Respondus files and post Respondus assessments.

To Import a Respondus file:

1. Go to the **Assessments** main page.
2. Enter a title for your assessment.
3. Click the "**Import**" button. You will go to the **Import From Assessment** page.
4. Click the "**Browse...**" button and browse your Respondus file. *When exporting your file from Respondus, remember to export points as decimal numbers.*
5. Select the "**Export from Respondus**" option.
6. Click the "**Import**" button. The assessment will be imported.

**Assessment Settings**

Once you have created an assessment, you should enter in your settings. From the "**Select Action**" drop-down menu next to the new assessment, choose "**Settings**". You will go to the assessment **Settings** page.

1. Under "**Assessment Introduction**," enter in the following information:
   - **Title**: Modify the title if desired.
   - **Description/Intro (optional)**: Enter instructions for the assessment.
   - **Add Attachment** button: Attach reading material or other files if desired.

2. Under **Delivery Dates**, set access and testing times:
   - Next to "**Available Date**," select the date when you want students to first gain access to the assessment.
   - Next to "**Due Date**," select when you would like students to complete the assessment by.
   - Next to "**Retract Date**," enter the date you no longer want the assessment to be available. (This option will only appear in published assessments.)
   - *Assessments completed between the Due Date and Retract Date will be marked late.*

3. Under **Assessment Released To**, choose who will have access to the test or quiz:
   - Select "**Anonymous Users**" to release the test to any user. Select the course site name to release it to all members of that course site.
   - Select "**Selected Groups**" to release the assessment to sections or groups in your site. You need to have created for groups to appear.

4. Under **High Security**, enter a Username and Password that students must enter to access the test or quiz.
5. Under **Timed Assessment**, check the box next to "**Timed Assessment with Time Limit:**" to give your assessment a time limit as specified in the boxes. Students can see a timer while taking the assessment.

6. Under **Assessment Organization**, read the options and select the best choice for how you would like to organize your assessment.

7. Check "**Add Mark for Review feature**" if you would like students to be able to mark certain questions to go back to later.

8. Under **Submissions**,
   - select how many submissions you would like students to be able to make.
   - If the **Due Date** is before the **Retract Date**, and students submit the assessment between these dates, under **Late Handling** select how you would like Scholar to handle the submissions.

9. In the **Submission Message** box, you can thank students for their submission and provide them with information about grading.

10. Under **Feedback**, select how you would like to give students feedback on the assessment:
   - Next to **Feedback Authoring**,
     - select **Question-Level Feedback** if you would like to give students separate feedback for each question.
     - Select **Section-Level** if you would like to give students separate feedback for each assessment part.
     - Or select **Both**.
   - Next to **Feedback Delivery**,
     - select **Immediate Feedback** if you would like the student to get the feedback after the respective question or section.
     - Select **Feedback on submission** if you want them to only see feedback when they submit the assessment. These options are good for student self-assessment.
     - Select **No Feedback** or **Feedback will be displayed to the student at a specific date** if you would like to manually determine how you will contact students regarding their submissions.
   - Choose an option under **Feedback Components Students Can See**.
     - If you choose to release feedback in the above two areas, you MUST select a feedback type in this area for it to be shown to students.

11. Under **Grading**, select your grading options
   - **Student Identities** is for restricting student names from your graders, or from yourself in the case of surveys.
   - **Gradebook Options** are for whether or not you wish to link the test or quiz to the gradebook.
• **Recorded Score** is for if you allow students to take the assessment multiple times. Use this to choose which grade you would keep and/or post to the gradebook.

12. You can add background colors and images by using the features under **Graphics**.

13. **Metadata** is a place to input text that you want to share with co-teachers or graders. It is not shown to students.

**Help Your Students**

- Give them the link to the *The Ultimate Student Guide to Scholar*.
- Remind them that Scholar’s [Inline Help](http://4help.vt.edu/) has detailed information about the *Tests & Quizzes* tool.

**Editing Assessments**

Assessments, including published assessments, can be edited. You can change the settings of a Pending, Published-Active or Published-Inactive assessment at any time. You can change the content of a Pending or Published-Inactive assessment. It is not possible to change the content of a Published-Active assessment because it has been released to students.

**Changing Assessment Settings**

- You can change the settings in an assessment by going to the **Assessments** page and finding the relevant assessment. Then click "**Settings**" on the "**Select Action**" drop-down menu for that assessment.
- Alternately, select "**Edit**" from the "**Select Action**" drop-down menu and go to that assessment’s **Questions** page, at the top of which is another "**Settings**" link.

**Changing Assessment Questions and Parts**

- To change the content of an assessment, select "**Edit**" from the "**Select Action**" drop-down menu for that assessment. You will go to the **Questions** page for that assessment.
- To the far right of each part heading there are these links: "**Copy to Pool** | **Edit**". Click **Edit** to change the properties of that part.
- To the far right of each question, there are links for "**Remove** | **Edit**". Click **Remove** to remove the question, and **Edit** to change the question content.

**Correcting Errors in a Published-Active Assessment (after students have started taking it)**

If you discover an error in a published assessment, remember that it is not possible to edit it because it is been released to students. Instead:
1. Go to the draft copy of that assessment in **Pending Assessments**, correct the error, and publish the assessment.
2. Retract the published assessment version with the error.
3. You will then have two versions of a **Published Assessment**, one active and correct, the other inactive and containing an error. Only link one version to the gradebook. Do this by modifying assessment settings as described on the **Assessment Settings** page of this lesson.
4. Manually enter grades from the version NOT linked to the gradebook into the version that is linked to the gradebook. Make grade adjustments due to the assessment error accordingly. See the **Tests & Quizzes - Grading, Comments & Stats** lesson for information on grading assessments.

As this can get tedious, it is best to use the **Print** function on the **Questions** page to print and carefully edit your assessments before releasing them to students. Alternately, use one of the other preview features available in Scholar.

**Assessment Preview and Student View**

Because you cannot edit an assessment once it is Published and Active, it is highly recommended that you preview your assessment before publishing. There are a number of ways to preview your assessment.

**Previewing your Assessment**

**A. Using the Tests & Quizzes Preview Function**

1. Click "Tests & Quizzes" on the left-hand menu bar to go to the **Assessment** main page.
2. Locate the assessment you would like to preview, and from the "Select Action" drop-down menu, choose "**Preview**."
3. You will go to a preview screen. This view is not a perfect student view; note the red boxes titled "Assessment Preview."
4. Take the assessment as if you were a student. **You cannot actually submit an assessment for grading using this function.**

**B. Using Student View**

Click **Enter Student View** or **Enter Participant View** at the top of your Scholar page. Navigate to the assessment you wish to preview, and take it. You will be given a submission ID as if you were a student.

- Even though Scholar recorded you as having taken the assessment, your grade will not appear in the gradebook because your permissions are set to instructor. Instructors do not have gradebook rows.
C. Using a guest account with student permissions

Log into your guest account and take the assessment as if you were a student. Go to the Viewing Sites as a Student lesson for directions on how to do so. If you do it this way, there will be a row in the gradebook for your guest account.

D. Using the Print function

From an assessment’s "Select Action" menu, choose "Print". Or, from an assessment’s Questions page, click "Print". From there, you can download a PDF version of the assessment to print, or you can print the HTML page directly.

**Question Pools**

Question pools are groups of questions that are saved separately from your assessments. Question pools have a number of helpful features:

- You can save reusable questions separately from your assessments.
- Your assessments can pull questions from any of your pools.
- Questions can be shared across assessments.
- Question pools can be shared between Scholar users.
- Question pools can have sub-pools to organize your question groups. For example, you can organize the pools by lesson or chapter, and the sub-pools by topic.
- You can hand-pick individual questions from pools and place them into assessments.
- You can set an assessment part to randomly draw questions from a pool or sub-pool, so different students get different versions.

**Creating Question Pools**

There are two ways to create a question pool.

A. The first is similar to creating an assessment with the Markup Text feature.

1. Follow the instructions in the Tests & Quizzes - Creating Assessments lesson, on the Create with Markup Text page.
2. Instead of clicking the "Create Assessment" button, click the "Create Question Pool" button to add the questions created in the Markup Text tool to a new question pool.

B. Alternately, you can create a question pool using the Question Pool feature. To do so:

1. Go to the main Assessments page by clicking "Tests & Quizzes" on the left-hand menu bar of a Scholar site.
2. At the top of the Assessments page, click "Question Pools" and you will go to the Question Pools page. All your question pools are displayed here, even if they were not created within this particular assessment.
3. From here, click "Add New Pool" to go to the Add Pool page. Enter the title of the pool and, optionally, a description, objectives and keywords for your pool.

**Adding Questions to Question Pools**

- If you make a question pool using the Markup Text feature, it will automatically contain the questions recognized by Markup Text.
- If you make a pool using the Question Pools feature, it will be empty.
- You can add questions to empty and populated pools one-by-one or in batches. Either way, you need to add them from within an assessment.

1. Go to the Tests & Quizzes tool.
2. Locate the assessment containing the question(s) you would like to add to the pool, and pick "Edit" from the "Select Action" drop-down menu for this assessment.
3. You will then go to the Questions page.
4. Here is where the options diverge; you can add questions to the pool (A) one-by-one or (B) in batches.

**A. One-by-one**

1. Find the question that you would like to add to the pool. To the right of the question name, click "Edit," as if you were going to edit the question content.
2. Scroll down and locate the "Add to Question Pool" drop-down menu, which contains a list of your question pools. Select the pool to which you want to add the question.
3. Click the "Save" button.

**B. In a batch according to assessment part**

1. Find the part of the assessment containing the questions that you would like to add to a question pool. To the right of the part name, click "Copy to Pool" to copy all questions contained in that part to a pool. You will go to the Copy Question page.
2. Select the pool(s) to which to add the questions by checking the box(es) next to the pool name(s). Click the "Copy" button. The questions are now copied to the pool(s).

**Pulling Questions from Question Pools**

- Once your question pools are created and populated, you can pull questions from them to place in assessments.
- Similar to adding questions to pools, pulling questions from pools into an assessment can be done individually at the question level, or in batches at the part level.
  - If you add questions at the question level, you will be able to select specific questions from within a pool to place in the assessment, and you will be able to define question order.
  - If you add questions to an assessment part, you can choose to pull questions randomly from a pool, so you cannot define question order.
Adding individual questions to an assessment

1. Go to the Tests & Quizzes tool.
2. Locate the assessment to which you would like to add a question from a question pool. Click the "Select Action" drop-down menu for that assessment and select "Edit."
3. You will then go to the Questions page. At the top of the page, locate the "Add Question" drop-down menu and select "Copy from Question Pool" from that menu. You will go to the Question Pools page.
4. Select the pool from which you would like to add a question by clicking the question pool title. You will go to the page for that particular question pool. At the bottom of the pool, the questions in the pool are listed.
5. Select the question(s) you would like to add to the assessment by checking the box(es) next to the question title(s).
6. Click the "Copy" button.

Adding groups of questions to an assessment part

1. Go to the Tests & Quizzes tool.
2. Locate the assessment to which you would like to add a question from a question pool. Click the "Select Action" drop-down menu for that assessment and select "Edit."
3. You will then go to the Questions page. You need to make a new part if that part is going to draw questions from a pool. Click "Add Part" to go to the Add/Edit Part page.
4. Give the part a title and description.
5. Under "Type," there is a radio button next to "Random draw from question pool." Select it.
6. Specify the question pool from which to draw using the drop-down menu next to "Pool name."
7. Specify the number of questions drawn, and their point values.
8. If you are allowing retakes and you want the questions to be re-randomized each time a student takes the assessment, select "A student's questions are randomized each time an assessment is submitted" from next to "Type of randomization."
9. You cannot specify question order.
10. Click the "Save" button.

Editing Questions in a Question Pool & Updating Assessments

Edit Questions

1. Go to the Question Pools page by clicking "Question Pools" from within the Tests & Quizzes tool.
2. Click the title of the question pool that houses the question you would like to edit.
3. Click the name of the question you would like to edit. You will be directed to an edit question page.
4. Make the necessary changes and save.

**Refreshing Assessments**

1. Go to the assessment(s) that pull from the edited question pools.
2. Go to the Questions page for the assessment by clicking the "Select Action" drop-down menu and selecting "Edit."
3. If a part pulls from a pool, next to the part title there will be an "Update Questions" button. Click it.

**Sharing and Revoking Access to Question Pools**

1. Make sure the person with whom you want to share the pool is a member of the site in which you are working.
   - If he or she is not, click "Site Info" and "Add Participants" to add him or her to your site. See the Changing Site Features & Participants lesson.
   - You can remove that person from your site once you have shared the question pool, and he or she will still have access to the pool.

1. Once the person is added to your site, go to the Question Pools page by clicking "Question Pools" from within the Tests & Quizzes tool.
2. Under the title of the question pool you would like to share, click "Share." You will go to a page where you can select site participants with whom you can share the pool.
3. Check the box next to the person's name, and under "Grant access."
4. Click the "Share" button.
5. **Revoking Access:** The person need not be a member of the site to revoke question pool access. To do this, click "Share" under the question pool title, then check the box next to the person's name and under "Revoke access."
6. Click the "Share" button.

**Grading, Commenting, Accessing Statistics, and Resetting Assessments**

**Grading Assessments and Commenting**

Even if an assessment automatically grades, you may want to access student grades and make changes. To do so:

1. Locate the assessment you would like to access on the Assessments page.
2. From its "Select Action" drop-down menu, select "Scores." You will go to the Total Scores page. Note: "Scores" will only appear on the "Select Action" drop-down menu if a student has submitted the assessment.
3. Here, student names, IDs, roles, assessment submit dates, and assessment times (if it was a timed assessment) are listed.
4. You can manually change a student’s score by adding the amount you would like to adjust it by in the **Adjustment** box. You can enter positive or negative numbers.
5. You can also provide the student with comments in the **Comment for Student** box.
6. Use the drop-down menus to view assessments by group, or to view multiple submissions per student (if you allowed multiple submissions).

**Assessment Statistics**

- Click "**Statistics**" to see statistics on student performance, such as mean, median, mode, and range of student scores.
- Click "**Questions**" to see student responses grouped by question.

**Resetting Assessments**

Sometimes unforeseen problems occur when a student is taking an assessment. If that assessment is set to allow retakes, direct the student to retake it. If its settings only allow a student to make one submission, but you wish to allow a student to retake it, you can reset the test or quiz by doing the following:

1. Locate the assessment you would like to allow the student to retake on the **Assessments** page.
2. From its "**Select Action**" drop-down menu, select "**Scores**". You will go to the **Total Scores** page.
3. At the top of the **Total Scores** page, click "**Submission Status**". You will go to the **Submission Status** page.
4. Here, student names, user IDs, roles and dates of submission are listed. Under the names of students who have taken the assessment, you can click "**Allow retake?**" to allow the student to take the assessment again. Scholar will ask you to verify that you want to allow the retake.

- **If you allow the retake, note that "Allow retake?" no longer appears under the student's name, and that Scholar displays "**No Submission**" under "**Date**", as if the student never took the assessment.**

**TeX Mathematics & Equations**

If you use Mathematics or Equations, this will help you develop notation within Scholar.

**MimeTeX**

**Generate Graphical Symbols in VT Scholar**

MimeTeX is a utility licensed under the GPL that lets you easily embed graphical LaTeX mathematical and other symbolic expressions in your HTML pages, discussion threads, assignments, and assessment questions within VT Scholar.
MimeTeX can be quite useful in explanations and questions requiring graphical symbolism. MimeTeX has been installed at VT for the convenience of those who need to include relatively short symbolic expressions within other documents quickly and is optimized for online display.

To invoke MimeTeX, use the URL http://learn.vt.edu/tools/mimetex.cgi? followed by the appropriate LaTeX expression. MimeTeX will parse the LaTeX and immediately generate the corresponding gif image, rather than the usual TeX dvi.

Here are several examples to try out in VT Scholar:

1. http://learn.vt.edu/tools/mimetex.cgi?c=\sqrt{a^2+b^2} looks like:

   \[ c = \sqrt{a^2 + b^2} \]

2. http://learn.vt.edu/tools/mimetex.cgi?f(x)=\int_{-\infty}^{x} e^{-t^2} dt looks like:

   \[ f(x) = \int_{-\infty}^{x} e^{-t^2} dt \]

3. http://learn.vt.edu/tools/mimetex.cgi?^{33}_{17}Cl^{16}\rightarrow{n,n}~^{31}_{15}P^{16}+^{4}_2He^2 looks like:

   \[ ^{33}_{17}Cl^{16} \rightarrow n,n^{31}_{15}P^{16}+^{4}_2He^2 \]

**LaTeX Tutorial**

For help writing expressions to use with MimeTeX, consult the external site, John Forkosh Associates, Inc. LaTeX tutorial at http://www.forkosh.com/mimetextutorial.html

**Rendering Equations with MimeTeX**

To render equations or other symbols like the above directly into a Discussion forum, Assignment, Tests & Quizzes question, HTML page, etc., use any Visual Text Editor box in VT Scholar:

1. In a browser, enter the URL: http://scholar.vt.edu/tools/mimetex.cgi?
2. Append the appropriate LaTeX notation to be rendered after the ? in the URL. For example: after ? append, "c=\sqrt{a^2+b^2}\"
3. Copy the fully rendered URL address so it can be pasted in the next step. For example: http://learn.vt.edu/tools/mimetex.cgi?c=\sqrt{a^2+b^2}
4. In Scholar, place your cursor at the position in the visual text editor box where you want the mathematical notation graphic to appear, then click the Insert Image icon in the toolbar.
5. In the window that appears, insert or paste the complete URL into the URL field. For example, “http://learn.vt.edu/tools/mimetex.cgi?c=\sqrt{a^2+b^2}"

6. Click OK.

The graphic will be rendered directly into the editor (as shown here using the URL in step 5 above as an example):

\[c = \sqrt{a^2+b^2}\]

**jsMath**

The Wiki in Scholar uses rWiki. rWiki supports jsMath so that you can display mathematical and chemical notation entered in TeX form. Simply log into Scholar, click Wiki from the menu on the left, and click Edit above the Wiki page. Typing \{math:display\} \{math\} will display TeX between the two tags.

Here are several examples to try out in VT Scholar:

1. \{math:display\} U_{n+2} U_{n+1} U_n \{math\} looks like:

2. \{math:display\} c=\sqrt{a^2+b^2} \{math\} looks like:

3. \{math:display\} ^{33}_{17}Cl^{16}\rightarrow{n,n}~^{31}_{15}P^{16}+~^4_2He^2 \{math\} looks like:

**jsMath Tutorial**

For help writing expressions to use with jsMath, consult the external SourceForge tutorial: [http://www.math.union.edu/~dpvc/jsMath/welcome.html](http://www.math.union.edu/~dpvc/jsMath/welcome.html)

**Alternatives to MimeTeX & jsMath**

HTML entities for symbols are also available on the Web at [http://htmlhelp.com/reference/html40/entities/symbols.html](http://htmlhelp.com/reference/html40/entities/symbols.html)
Scholar: Tests & Quizzes

Workshop Checklist

☐ Assessments background and introduction
☐ Create an assessment using assessment builder
☐ Create an assessment using markup text
☐ Edit an assessment
☐ Assessment settings
☐ Student view
☐ Creating a question pool
☐ Drawing from a question pool
☐ Grading
Help! I Need Support!

Browser Recommendations

Mozilla Firefox 12 and newer                  Chrome 18 and newer
Internet Explorer 9                               Safari 5.1

Most Scholar functions have been tested with all four browsers and versions listed above. That does not guarantee every feature will work perfectly in all four browsers, but we are committed to doing our best to support all four. If you suspect a browser-related problem, we encourage you to try another browser and to promptly report the issue to 4Help at http://www.4help.vt.edu.

Online Resources and Scholar Training

• For instructions on site creation, importing course materials, and TA permissions, see the Instructor’s Checklist at: http://help.scholar.vt.edu/Instructor%27sChecklist.html
• For instructions with screenshots and for answers to “How do I...?” questions, go to Scholar’s Inline Help. In Scholar’s left-hand menu bar, click Help. Use the search box or the alphabetical index to find your information.
• For Scholar FAQs, handouts, and videos, see the Online Learning & Collaboration Services (OLCS) website: http://www.olcs.ltc.vt.edu/scholar/scholar.html.
• For Scholar short courses and one-on-one training, visit the Faculty Development Institute (FDI) website: http://www.fdi.vt.edu/, click the appropriate term, and register for Scholar training. You will need to log in with your PID and password.

Live Help

For questions, comments, suggestions, bug reports, or anything that needs attention, please use the 4Help web form at http://4help.vt.edu/ or call 540-231-HELP (4357).

When requesting assistance, include as much of the following information as possible:
• your name and PID,
• the browser and operating system,
• the Scholar site’s title, the course name, course #, and instructor’s name,
• any complete error messages you may have saved,
• the day, time and what you were doing when the error occurred, and
• any solutions you have already attempted.

For in-depth assistance or for a consultation concerning instructional strategies and Scholar tools, sign-up for an In-Person Help session or a One-on-One session through the FDI at http://www.fdi.vt.edu.