



How do I display a specific pools questions?

1. From the Control panel, click on **Course Tools**
2. Click on **Tests, Surveys and Pools**
3. Click on **Surveys** or **Tests** (depending on what you want to create)
4. Click on **Build Survey** or **Build Test** (depending on your selection at nr3)
5. Complete the Survey or Test information
6. Click on **Submit**
7. Select **Find Questions**
8. This will then open the Pools with the default criteria summary for All Tests and All Surveys.

Find Questions

Questions are organized by the Criteria listed on the page. Use the Criteria drop-down lists to search for questions to add to the test. Click **Submit** to finish. Click **Cancel** to return to the previous page. [More Help](#)

Search current results:
[] [Go]

Browsing Criteria
View [v] [Reset to Default]

Criteria Summary
Pools All Tests Surveys All Surveys
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Displaying 1 to 25 of 771 items

Question Display [v] [v]
Mode [v] Copy selected questions [v] Link to original questions [v]

Question Text	Question Type	Mode	Points	Source Name
<input type="checkbox"/> This workshop session inspired me to explore more of the functionalities in t...	Multiple Choice	--	-	SurveyNov2011
<input type="checkbox"/> This workshop session inspired me to explore more of the functionalities in t...	Multiple Choice	--	0	survey nov 2011
<input type="checkbox"/> This workshop session inspired me to explore more of the functionalities in t...	Multiple Choice	--	0	Assessment Workshop_Jan2012_Groenkloof_
<input type="checkbox"/> This workshop session inspired me to explore more of the functionalities in t...	Multiple Choice	--	0	Assessment Workshop_Jan 2012 Medical_morning
<input type="checkbox"/> This workshop session inspired me to explore more of the functionalities in t...	Multiple Choice	--	0	Assessment Workshop_Jan2012_Onderstepoort

Tests
 All Tests
 Blended learning Nov 2011
 Blended learning v3
 clickUP Quiz

We need to change it so that it does not reflect any of the Tests or Surveys – these are where the :

9. Click on **Tests** to open the tests area
10. Click on any test tick box
11. Take the tick box away, now the Criteria Summary will not display any tests – see screen below
12. Do the same for Surveys. It will then look like the screen below.

Find Questions

Questions are organized by the Criteria listed on the page. Use the Criteria drop-down lists to search for questions to add to the test. Click **Submit** to finish. Click **Cancel** to return to the previous page. [More Help](#)

Search current results:

Browsing Criteria **Criteria Summary**

Pools

- All Pools
- clickUP Concerns
- Estelle
- Grade Centre**
- Overview Blended learning 2011
- Question Database
- survey nov 2011
- SurveyNov2011

Tests

- All Tests
- Blended learning Nov 2011
- Blended learning v3
- clickUP Quiz

Displaying 1 to 7 of 7 items

<input type="checkbox"/>	<u>Question Text</u>	<u>Question Type</u>	<u>Mode</u>	<u>Points</u>	<u>Source Name</u>	<u>Source Type</u>
<input type="checkbox"/>	Question 3: How did you experience the hands-on?	Multiple Choice	--	-	Grade Centre	Pool
<input type="checkbox"/>	Question 4: What did you like about the clickUP Grades course?	Essay	--	-	Grade Centre	Pool
<input type="checkbox"/>	question 5: What did you struggle most with during the course?	Essay	--	-	Grade Centre	Pool
<input type="checkbox"/>	Question 8: What suggestions do you have to improve the training?	Essay	--	-	Grade Centre	Pool
<input type="checkbox"/>	Question 2: Your confidence in using the new clickUP system after the training is	Multiple Choice	--	-	Grade Centre	Pool
<input type="checkbox"/>	Question1: Your role in clickUP	Multiple Choice	--	-	Grade Centre	Pool
<input type="checkbox"/>	Question 6: which other clickUP tools you think should be included in the	Essay	--	-	Grade Centre	Pool

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13. This screen now displays only the questions in the selected Pool.