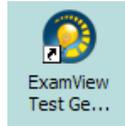


EXAMVIEW

Quick-Start Guide For Examview Test Generator



ExamView[®]
Learning Series 

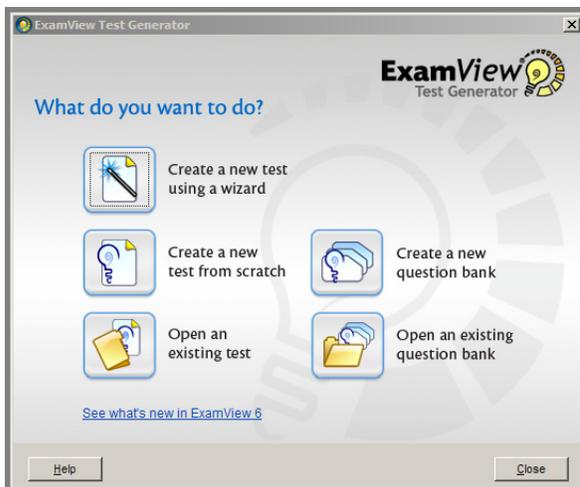
When you load Examview Software there will be 3 icons.

EXAMVIEW > TEST GENERATOR . TEST MANAGER . TEST PLAYER

The Test Generator is used to easily create tests from Examview 'Learning Series' and/or Textbook Publishers digital questions. 'Manager' is for viewing grades and 'Player' is for individual test taking on a computer.

Start

Click the icon for Test Generator to open software. The first time you will fill in your name and information requested. After, it will reveal the following screen:



Fastest Way To Create A Test

Click to select..

- 'Create a new test using a wizard'
- Type a Title
- Double click on Question Banks (find in your computer) to open
- Double click the one you want > click 'Next'
- Type the number you want next to each question type > Finish

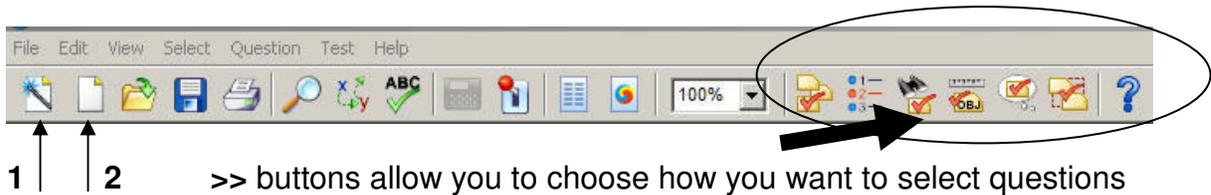
Note; Bimodal questions can be either multiple choice or short answer. After finishing your test, bimodal questions appear with a red dot. To change type: Click to highlight the question > go to the top of window click the 'toggle' button.



Question type will be changed.

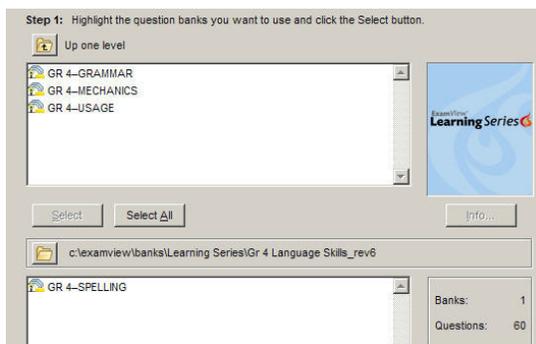
EASY CUSTOMIZED TEST CREATION

The toolbar at the top of the Examview Window offers easy ways to select what you want, including picking your own questions. Fast 'wizard' is the **1st** icon. Create a test from scratch is **2nd**.

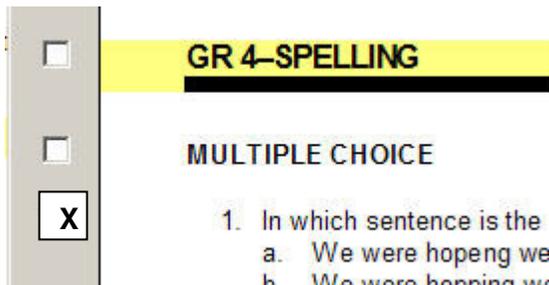


The 'Select While Viewing Button'

- Double-click to open, search, and find your question bank on computer
- Double-click on topic
- Then double-click on the actual bank of questions you want
- The question bank will pop down to bottom screen as you see below:



- You will see how many answer choices you have on lower right screen
- Click 'next' to reveal questions. Choose questions you want by clicking in white box next to question



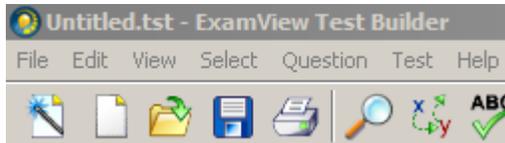
- Click 'Finish' when done

Getting The Test Just Right!

You can add your own questions and edit everything including the format of the header, footer, font, # of columns, etc to get it just right.

Add Your Own Questions & Format

At the top of the test screen you will see 'Question' and 'Test'.

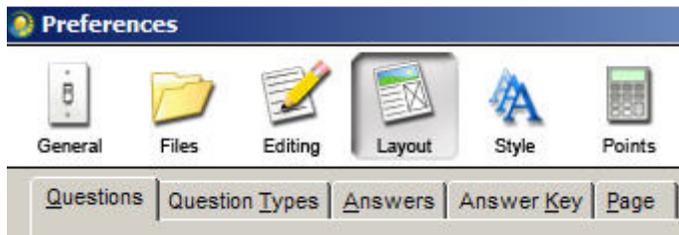


To add a question click

- Question
- New
- Specify the type you want
- Type question in top window
- choose correct answer below, bottom right.
- Click 'Record' Button

To format your test

- Test
- Choose from header, footer, instructions, layout, style gallery, or version (creates different versions of same test)
- Choose 'Layout' , select tabs and preferences to format as you want it



Save Test

Just go to the top of the window and select...

- File
- 'Save as'
- Type the file title you want (does not have to be same as test title)
- Save
- Printer icon is available at top of page if you wish to print

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