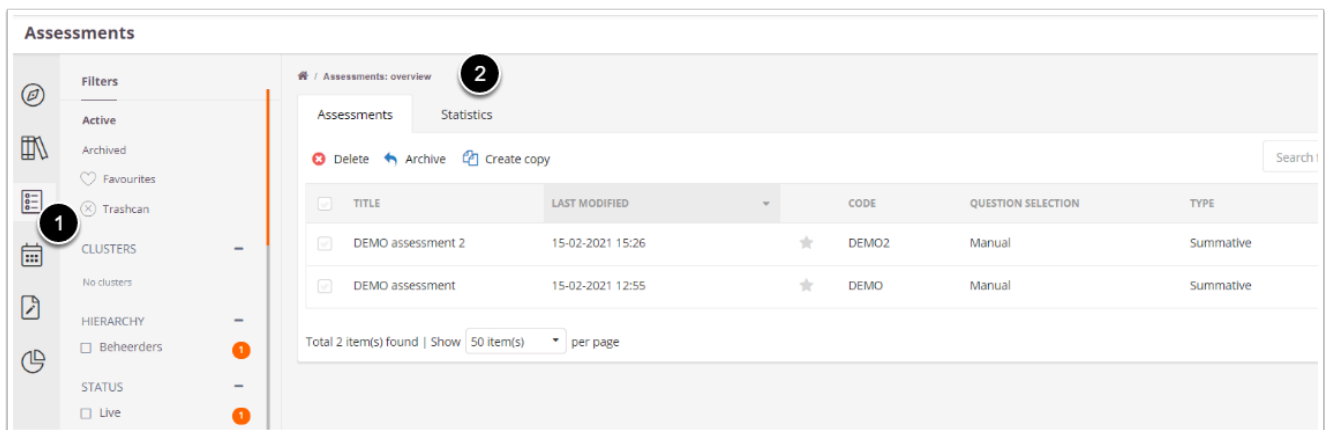


How do I compose an assessment?

To compose an assessment you need to follow the following two steps:

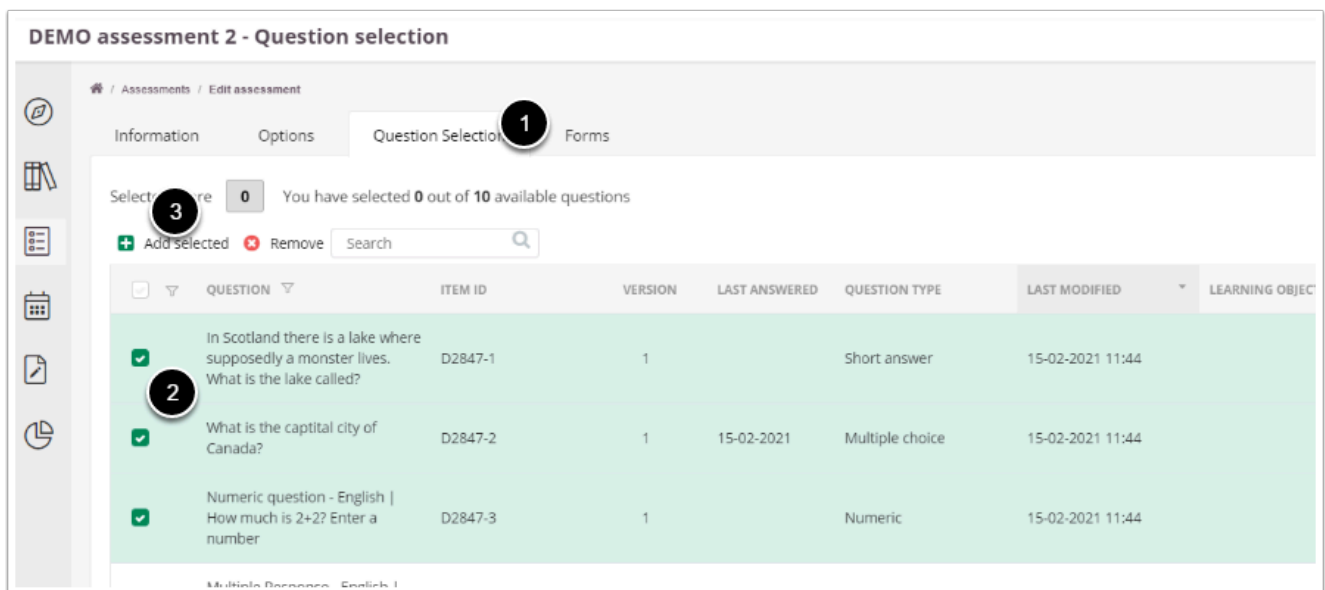
[Question selection](#)

[Generate Assessment](#)



1. Navigate to **Assessments**.
2. You are now on the **Assessments** tab. You will find an overview of all assessments that have been created. Click on the desired assessment.

Question selection



1. You will be navigated to the **Information** screen. This information is already filled out; navigate to **Question Selection**.

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2. Select the items you wish to add to your assessment.
3. Click **Add**.

Pay attention:

- The only items that appear in this list are items with a **Live** status.
- When you create a summative assessment, you will only see items with a summative purpose. Likewise for formative.

DEMO assessment 2 - Question selection

Assessments / Edit assessment


Information Options **Question Selection** Forms

Selected score **3** You have selected 3 out of 10 available questions All changes have been saved

+ Add selected + Remove Search

<input type="checkbox"/>	QUESTION	ITEM ID	VERSION	LAST ANSWERED	QUESTION TYPE	LAST MODIFIED	LEARNING O
<input checked="" type="checkbox"/>	In Scotland there is a lake where supposedly a monster lives. What is the lake called?	D2847-1	1		Short answer	15-02-2021 11:44	
<input checked="" type="checkbox"/>	What is the capital city of Canada?	D2847-2	1	15-02-2021	Multiple choice	15-02-2021 11:44	
<input checked="" type="checkbox"/>	Numeric question - English How much is 2+2? Enter a number	D2847-3	1		Numeric	15-02-2021 11:44	
<input checked="" type="checkbox"/>	Multiple Response - English Which cities belong to the province of Gelderland? (3 answers are correct)	D2847-4	1	15-02-2021	Multiple response	15-02-2021 11:44	
<input type="checkbox"/>	Essay - English (II) Write a very	D2847-5	1		Essay	15-02-2021 11:44	

- At the top you will see how many questions you have added and what the maximum score is.

 You have now added questions in the assessment environment. You will also have to generate an assessment under the **Forms** tab.

Generate Assessment

Under the tab **Forms** you can select which questions need to end up in the assessments. You can create sections and change the order of the questions.

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For the next steps, please read the article [How do I determine the content of an assessment?](#).