



Tutorial Guide : Advanced Features

ExamView

ExamView Test Generator is software that allows teachers to create customizable tests in seconds using question banks.

This guide explains how to add images to a test and how to publish a test to your Web site. Bimodal and dynamic questions for math and chemistry are also discussed.

Versions

This tutorial focuses on the latest version of ExamView, but some users have been using Pearson programs with older versions of ExamView.

Those old test banks that are already installed will work fine with the latest version of ExamView. In fact, the new version can be installed over any old version of ExamView, and all the tests created and all the test banks will remain intact. Only the software engine will be updated.

Inserting Images

To insert an image, follow these steps:

1. Open an ExamView test or create a new test.
2. Double-click on a test question or add a new question by going to **Question > New** and selecting one of the options.
3. Go to the end of the question line and enter a few returns.
4. Click **Insert > Picture**.
5. Find the image to include.
6. Select it.
7. Resize the picture if necessary.
8. Click **Record**.

Publish a Test to your Web Site

ExamView can be used to publish an ExamView test to a teacher's Web site or to a school Web site so that students can take tests online.

Overview

After creating a test in ExamView, do the following to publish the test online:

1. Choose **Export HTML test**.
2. Upload the HTML test file and an accompanying image folder to the server.
3. Have students go online to take the test.

When they click **Submit**, the test is scored and a report is emailed to the teacher. This report shows the student's scored responses, including any answers to short response or essay questions.



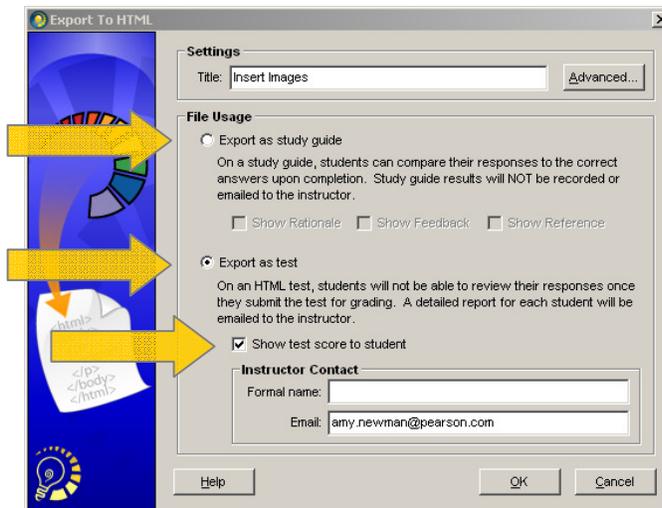
Other Options

This is not the only way to publish tests online. ExamView also has a Test Manager that allows the user to set up classes, have students take tests using a Test Player, and record those results into a reporting system.

For more information on using the ExamView Assessment Suite, go to www.examview.com.

Step 1: Export HTML

1. Open the test or create a new test.
2. Go to **File**, choose **Export**, and then choose **HTML**.
3. Enter a name for the test.
4. Save the test.
5. Choose **Export as test**.



6. To allow students to see their test score after they have completed the test, select **Show test score to student**.
7. Skip the Formal Name box.
8. Type in the teacher's e-mail address. When students click Submit after taking the test, the test will automatically be e-mailed to the teacher.
9. Save the test to the desktop. Make sure there are no spaces in the test name. This will be the name of the saved file.



Step 2: Upload Files

Here is an example of what the HTML document will look like, along with a folder that contains the response choices.

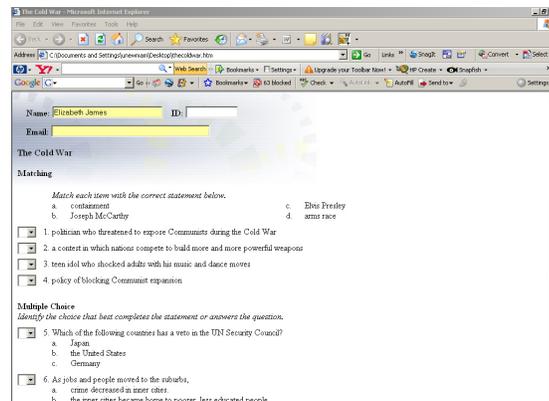


Upload the HTML file and the images folder to the server and have them reside at the same level.

Step 3: Taking the Test

Students can go online to take the test:

1. Students should type in their names.
2. The other two fields, ID and student e-mail address, are optional.
3. The student takes the test.

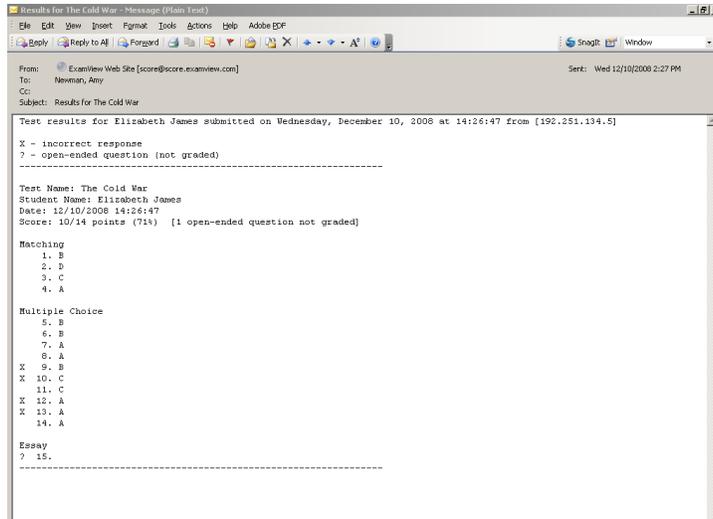


4. In addition to answering multiple choice and true-false questions, students can type in their answers to short-answer and essay questions.
5. When they are finished, they will click **Grade and Submit** to have the test automatically emailed to the teacher.
6. After they submit the test, students get a confirmation page.
7. If the teacher has checked the Show Score to Student, Students box, students are able to see their scores for the test. This score does not include short-answer or essay questions, which need to be graded by the teacher.



E-mail Results

The teacher will receive an email that shows student test scores and student answers to short-answer and essay questions.





Bimodal Questions



A *bimodal question* is one that can be presented in two different formats: either multiple choice or short answer.

Bimodal question types are available when using one math or chemistry test bank.

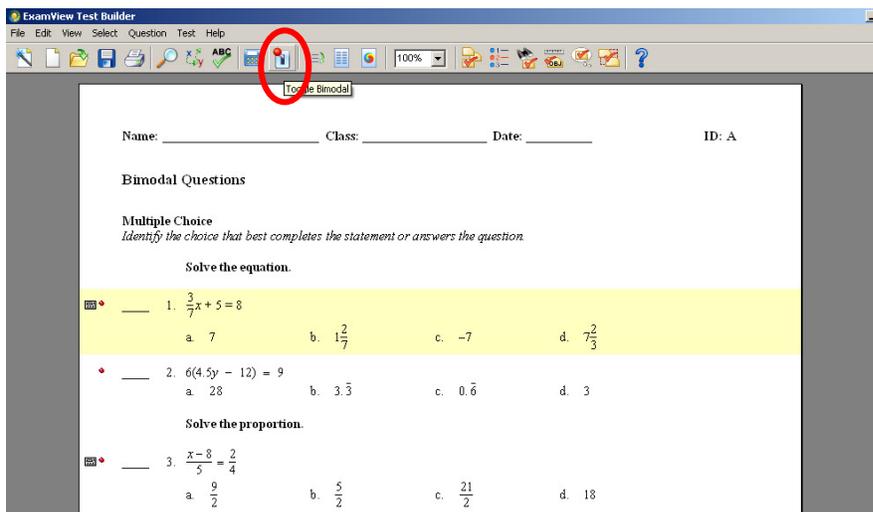
1. Go to **File > New Test**.
2. Name the test.
3. Choose the test bank.
4. Choose a few bimodal questions.
5. Notice the little symbols that appear beside the questions. Some of the questions have 2 symbols: a calculator icon and a red dot



 ____ 1. $\frac{3}{7}x + 5 = 8$
 a. 7 b. $1\frac{2}{7}$ c. -7 d. $7\frac{2}{3}$

- The calculator icon indicates that the question is a dynamic question.
- The red dot indicates that the question is a bimodal question.

6. Highlight a question with a red dot.



ExamView Test Builder

File Edit View Select Question Test Help

100%

Toggle Bimodal

Name: _____ Class: _____ Date: _____ ID: A

Bimodal Questions

Multiple Choice
Identify the choice that best completes the statement or answers the question.

Solve the equation.



 ____ 1. $\frac{3}{7}x + 5 = 8$
 a. 7 b. $1\frac{2}{7}$ c. -7 d. $7\frac{2}{3}$


 ____ 2. $6(4.5y - 12) = 9$
 a. 28 b. $3.\bar{3}$ c. $0.\bar{6}$ d. 3

Solve the proportion.



 ____ 3. $\frac{x-8}{5} = \frac{2}{4}$
 a. $\frac{9}{2}$ b. $\frac{5}{2}$ c. $\frac{21}{2}$ d. 18

7. Click the **Toggle Bimodal** button on the menu bar; the question changes to a short-answer question and ExamView moves it to a Short Answer section.
8. Click again to change it back to a multiple-choice question, or right-click and select **Toggle Bimodal**.
9. To toggle all the bimodal questions at once:
 - Click **Question > Toggle Bimodal > All Multiple Choice to Short Answer**.



Dynamic Questions



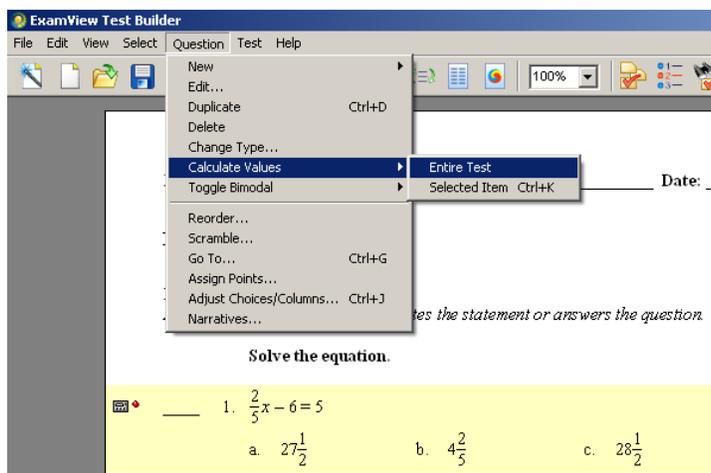
Dynamic Questions are those that can be recalculated so the values change but the question remains basically the same.

1. Select a test question with a calculator beside it.
2. Highlight the question.
3. Click the Calculator button on the menu bar.

The values are instantly recalculated but the question remains basically the same. In addition to using the calculator button, the user can also right-click on the question and choose **Calculate Values**.

Using dynamic questions, teachers can easily build a practice page for their students. Highlight a question, right-click, and choose **Duplicate**. The question is duplicated and value is automatically changed as well.

The values of the entire test can be changed by going to **Question > Calculate Values > Entire Test**.



Review

This guide looked at some of the advanced features of ExamView, including how to publish a test to a Web site, as well as bimodal and dynamic questions used in math and chemistry.

To learn more about ExamView, please visit the other tutorials and guides on this Web site.