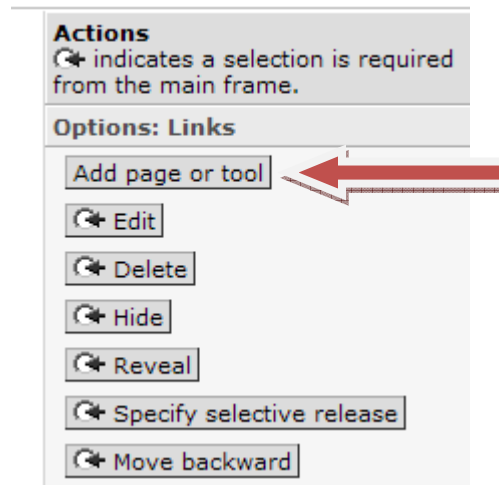


How to Add the Quizzes/Surveys Tool in WebCT 4

This page will tell you how to add the Quizzes/Surveys Tool into your WebCT 4.


Step 1:

First step is to log into WebCT, then you want to click on “Add Page or Tool”.



Step 2:




Click on Quizzes/Surveys

Communication Tools	Evaluation & Activity Tools
Discussions	Quizzes/Surveys 
Mail	Self Test
Chat	Assignments
Whiteboard	Student Presentations
Calendar	Student Homepages
Student Tips	

Step 3:

Enter the title for the Quiz or Survey. Select where the tool is to show up. Click “Add” to complete the addition.

Add Quizzes/Surveys

1. Enter a title for this item: 
2. Decide where to show the link to this item.
 - On the *Course Menu*, visible on all pages. Link will appear as text.
 -  On an *Organizer Page*: 
 - Link shows item title
 - Link shows icon (select below)
 - Use default icon
 - Use custom icon
 - Choose icon:
3. Add this item to your course.

