

HOW TO WORK WITH ASSESSMENT TYPES

Assessment types are templates for test and quiz settings. You can create an assessment type with the settings that you want to use for future tests and quizzes. The settings include time limit of a test, number of submissions allowed, or gradebook options. When you create a new test, you can choose the assessment type and your new quiz will automatically have the desired settings. Assessment types are associated with assessments, but do not contain questions.

1. After clicking on *Tests and Quizzes* under *Course Tools* on the left side of the screen, click on *Assessment Types*.

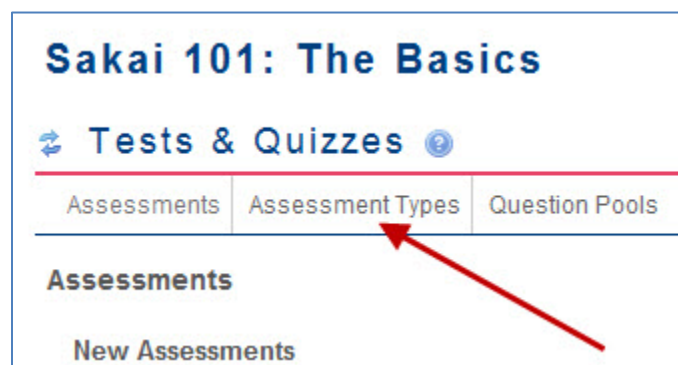
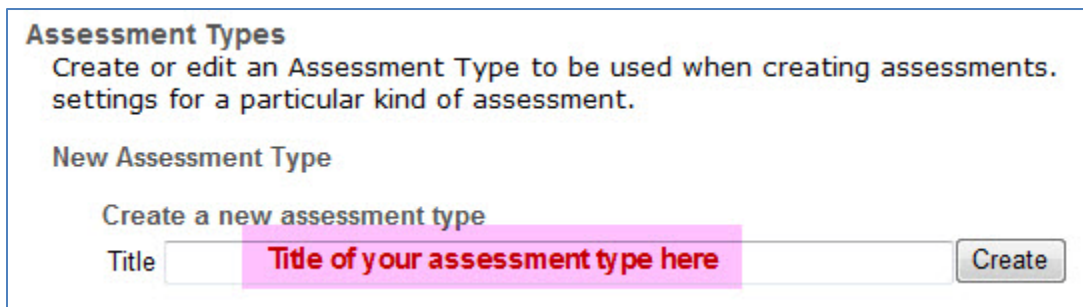


Figure1. *Assessment Types* option

2. Sakai offers some predefined assessment types. By clicking on individual types you can explore their settings configuration and decide whether to use them. If you decide to create your own assessment type, give it a title and click *Create*.



The screenshot shows the 'Assessment Types' configuration page. It includes a heading 'Assessment Types' and a description: 'Create or edit an Assessment Type to be used when creating assessments. settings for a particular kind of assessment.' Below this is a section titled 'New Assessment Type' with the instruction 'Create a new assessment type'. There is a 'Title' label followed by a text input field containing the text 'Title of your assessment type here' (highlighted in pink) and a 'Create' button.

Figure 2. *Title* box

3. Configure the desired settings by either opening all sections by clicking on *Open* (A) or individually by clicking on the triangle icon next to the section (B). After your settings are configured, click *Save*.

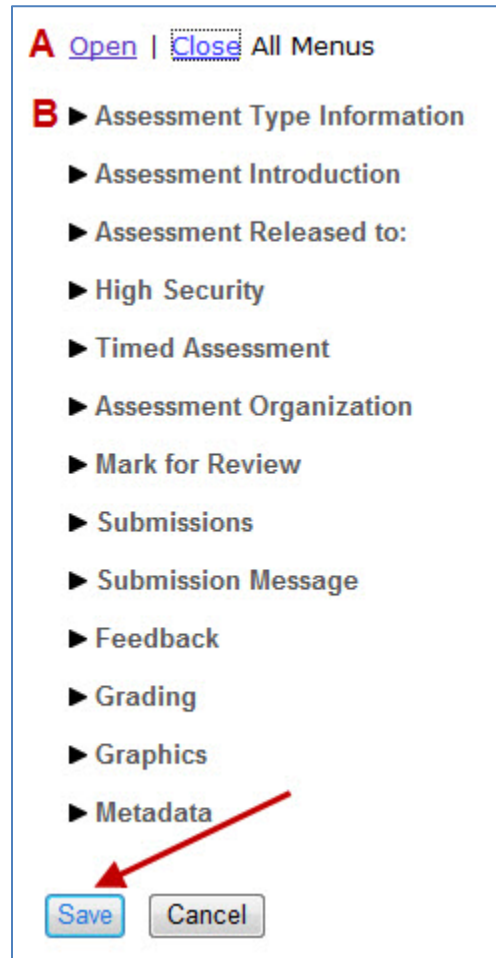


Figure 3. *Settings* sections

4. In many sections, there is a check box *Can be edited?* or *Can edit default value (below)?* If you expect to change the settings on per-assessment basis, check this box.
5. By checking *Can be viewed?* box in the Assessment Type Information, you are allowing your students to view the information in that section (i.e., Assessment Title, Description).

***For further assistance, contact the Innovation in Learning Center at (251) 461 - 1888.**