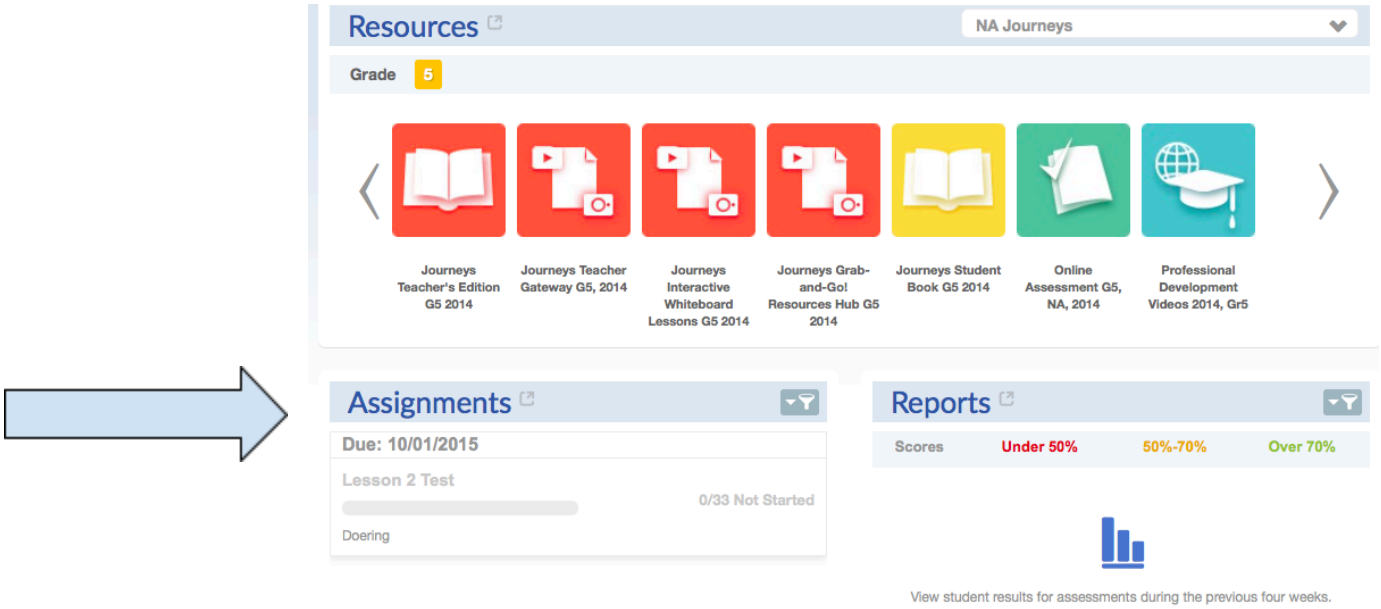
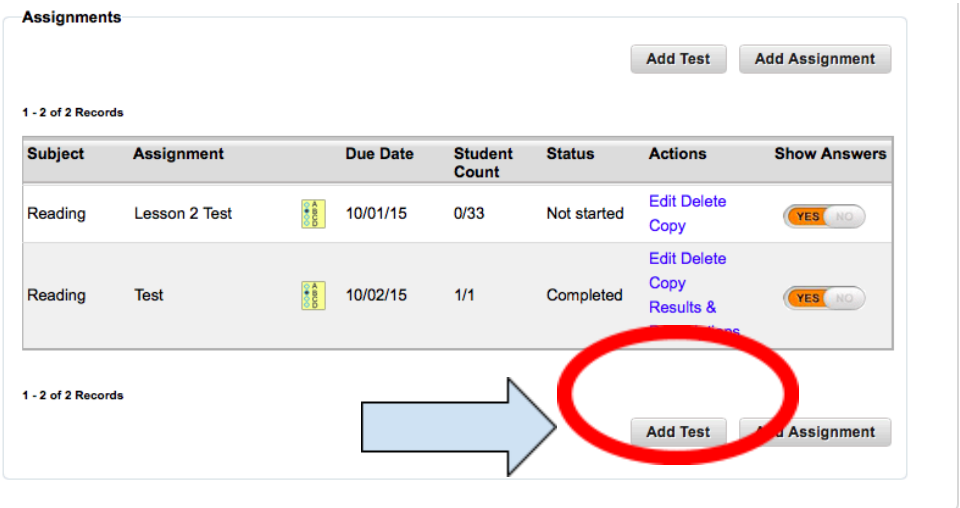
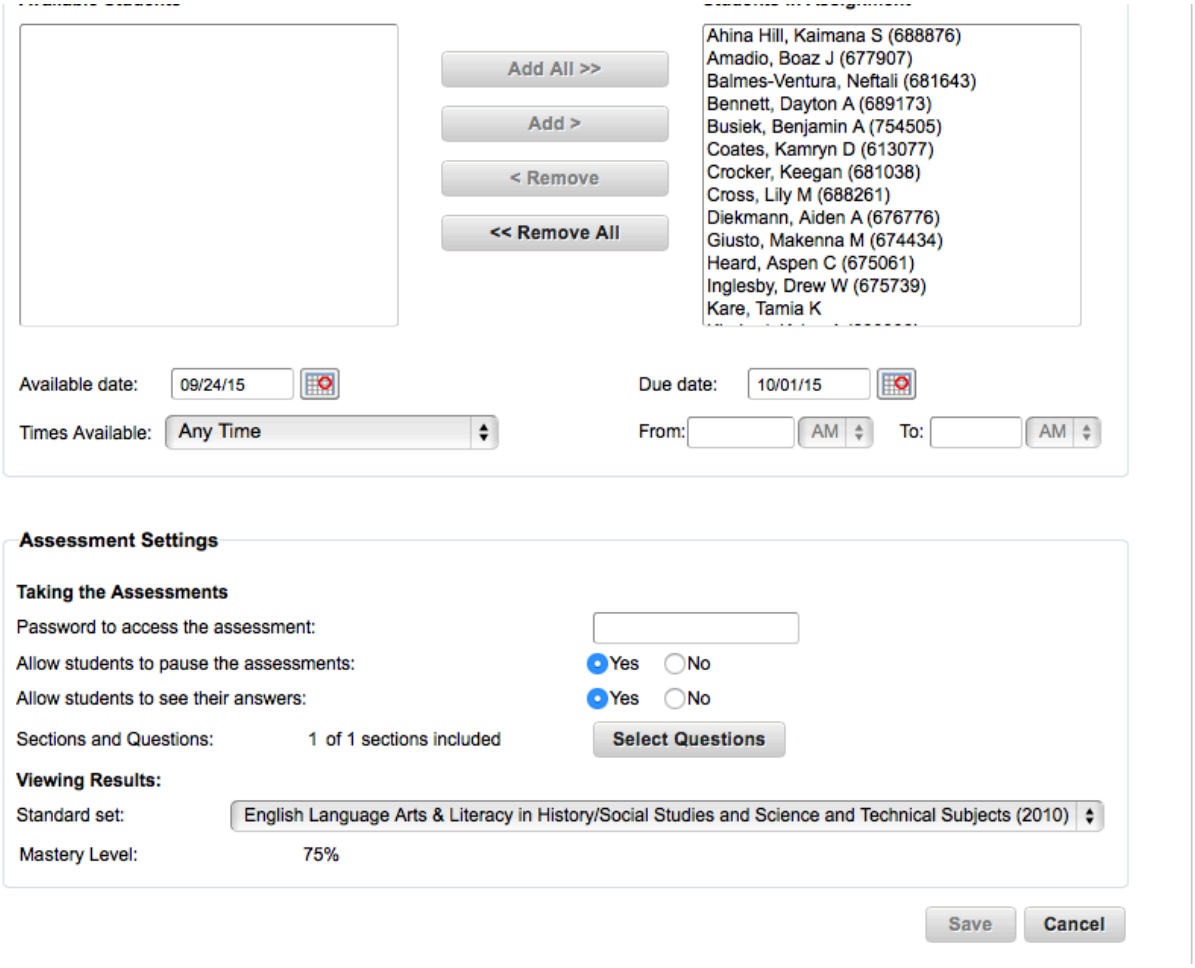
# Setting up Online Tests

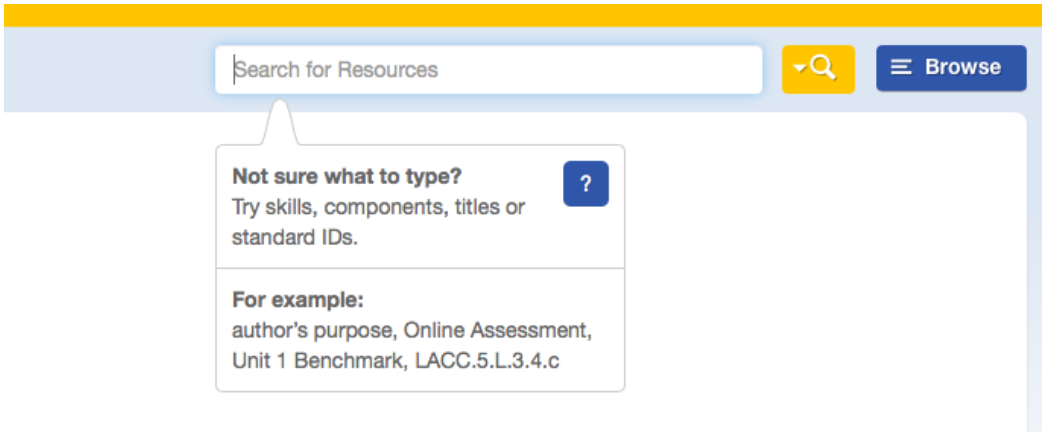


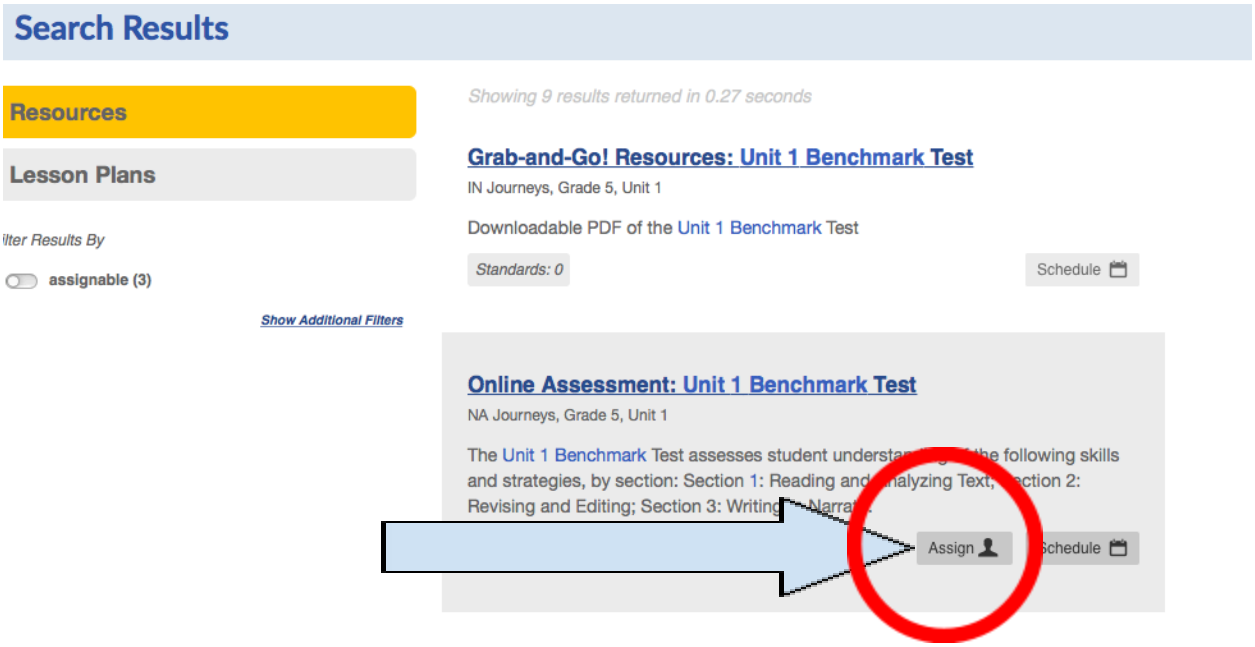

1. On your Think Central dashboard, look below the toolbar where it says “assignments” and click the assignments link. Click “add test” at the bottom of the page.



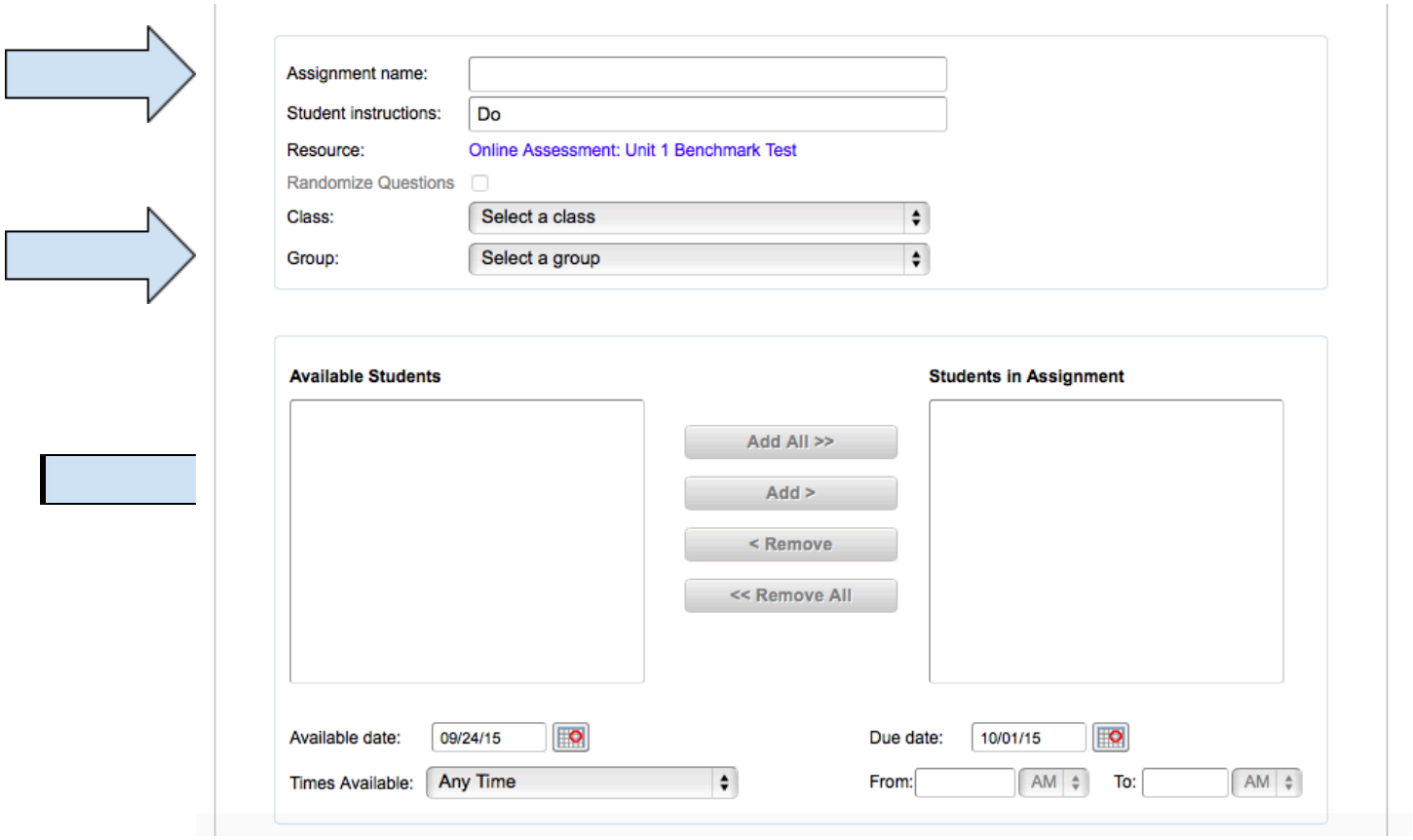



3. Search for the test you want.






4. Find the test you want and click “assign.” Only items with the “assign” button can be administered online.




5. Name the test, select your class and add your students. Then, choose a testing start and due date and whether you want your test to be available only during school hours

6. Choose if you want the correct answers to display after the test is submitted and if you want to password protect the test. Set the pause options. Select test questions and save the test

7. If you would like to choose (add or remove) questions click on “Select Questions”