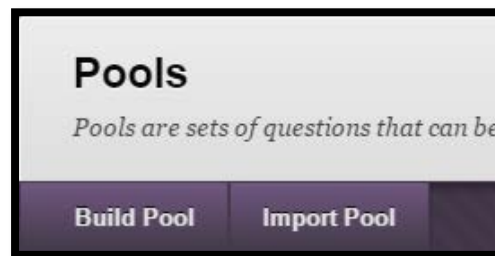


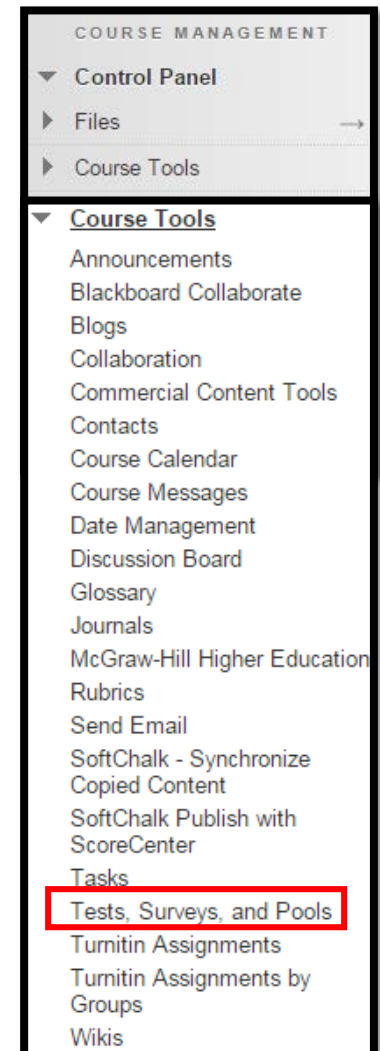
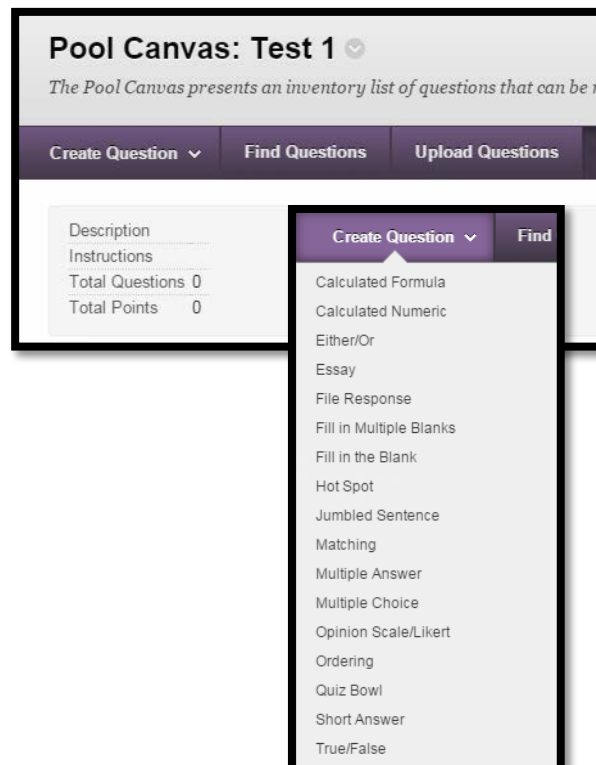
How to Create a Pool of Questions

Pools are collections and groups of questions that you can include in tests and surveys. For example, you might have a set of 10 or 20 related questions you want to reuse in several tests or surveys, or even across multiple courses. The advantage of using a pool is you do not have to remember all those questions and manually add them to each test or survey.

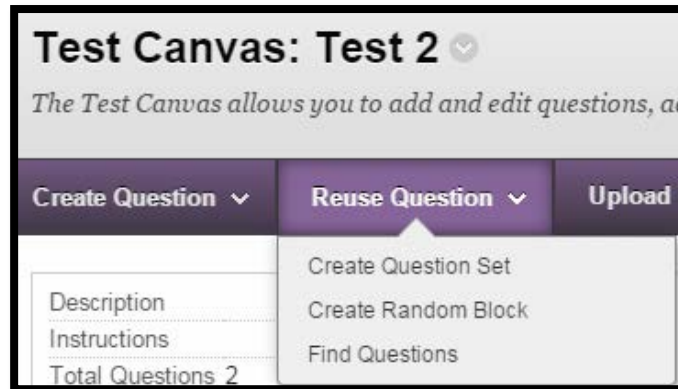
1. From the Course Management section expand **Course Tools**.
2. Select **Tests, Surveys, and Pools**
3. From Tests, Surveys, and Pools select the **Pools** option
4. Next click **Build Pool**



5. On the Pool Information page, insert a **Name**, **Description**, and **Instructions** for the particular Pool and press **Submit**. Note: Only a **Name** is required.
6. After you create the Pool you can begin adding questions. You can do so by choosing the options **Create Questions**, **Find Questions**, or **Upload Questions**. There are quite a few different question types to choose from.



7. Once finished with your pool you can create a **New Test**, choose **Reuse Questions**, and choose if you want to create a **Question Set**, **Random Block**, or the **Find Questions** options to pull question(s) from the pool.



Note: For more information about Pools click [Here](#)