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.

![Test Canvas: Test 2](image)

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