

CREATING TESTS AND SURVEYS WITH OLAT: QUICK REFERENCE FOR THE TASK POOL

1 GENERAL INFORMATION

Tests and surveys are a type of learning resource that are created and edited using a special interface: the ONYX editor. Once finished, you can link your tests and surveys from within your OLAT course(s).

You can find the ONYX editor in OLAT's Task Pool.

2 THE TASK POOL

- ↗ Tests and surveys are created and edited exclusively using the mobile (new) user interface.
- ↗ Click the tab *Teach & Learn* to find the **Task Pool**. This will open the ONYX editor. Here you can see your test resources.
- ↗ Possible test resources are **folders**, **surveys**, **tests**, and single **questions**.


3 CREATING A NEW TEST OR SURVEY

- ↗ It is a good idea to first create some **folders** that you can use to store **questions** in an organized manner. Try for example arranging your questions by topic or question type. You can later use the questions you created to put together entire tests and surveys.
- ↗ Create a **New Question** inside the chosen folder. Choose a title and a **question type** suited for the task, then enter your question and expected answers.
- ↗ You can always preview your question by clicking **Preview** in the question editor or the name of the question in your test resources. Also, remember to enter a **Feedback** text for your students' answers to help them improve further.
- ↗ After having created a few questions, create a **New Test** or a **New Survey** with them. Use **Sections** to group your questions. To copy and paste questions into other sections or to delete them, use the "More" button.
- ↗ Finally, save your changes with **Save test** or **Save survey**.


4 LINKING TESTS AND SURVEYS TO A COURSE

- Switch to the old GUI and click on the **Course editor** to edit your course.
- Insert a new survey (OLAT: questionnaire), test, or self-test from the **course elements**. Choose your desired test or survey from the list in the tab “questionnaire configuration”/“test configuration”. When you are done, **Publish** your changes.
- You can later grade your students’ results using the **Assessment tool**, as well as download their results.


5 EDITING TESTS AND SURVEYS

- If you have already created a test or survey, you can find it in your learning resources on the old GUI. Switch to the **Detailed view**  and click on **Edit content** to edit your tests and surveys using the ONYX editor.
- In case the test or survey you wish to edit is already being used in a course (indicated by a small orange paper clip on the test/survey icon), you will see the notification “*This test is referenced. Editing possibilities are restricted*”. You may then either enter the **Correction mode** (allowing you to change the wording or correct the spelling of your texts, but you will not be able to add or remove questions and/or sections) or you may create a **New version** of the test/survey which is saved separately and can then be used to replace the old version when linking the test or survey in OLAT’s course editor.
- **PLEASE NOTE:** Linking a new version of a test or survey in OLAT will delete all attempts made by students up until this point!

6 COPYING TESTS AND SURVEYS

- To copy your tests and surveys, go to OLAT’s **Detailed view**  (old GUI) and use the **Copy** command. Any changes you make to the copy will not affect the original version.

7 LEGACY TESTS AND SURVEYS CREATED WITH OLAT

- Tests and surveys that you created in the old version of OLAT have to be converted to the new ONYX format if you wish to continue using them. Go to the **Detailed view**  to find the **Convert to ONYX** command. The titles of converted tests and surveys will carry the prefix „ONYX-Copy of“.
- After the conversion, check whether the **Score to pass** holds the correct value.
- The converted test or survey will now appear in your Test pool.