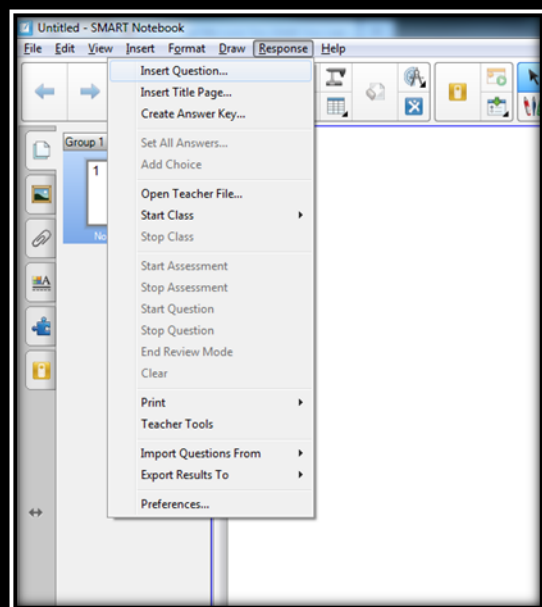


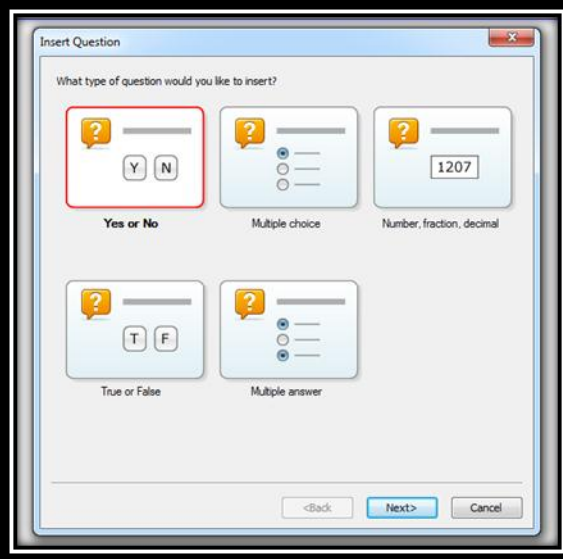
How to Create Clicker Questions from Scratch



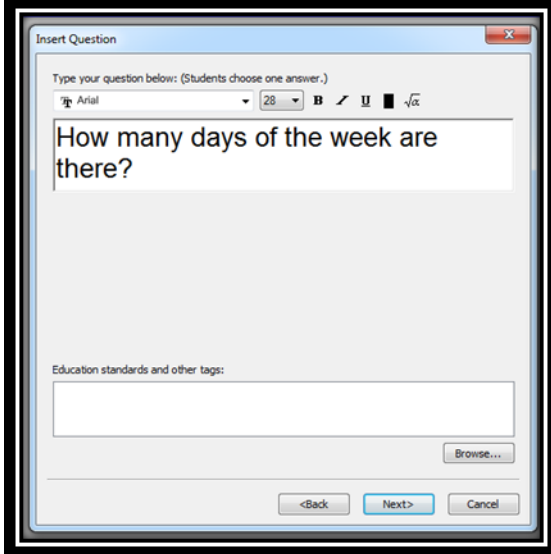
1) In Smart Notebook, click on “Response” in the start menu, then click on “Insert Question.”



2) Select the type of question you want to create by clicking on one of the buttons and then clicking “next.” You will be able to create different questions for the same assessment.

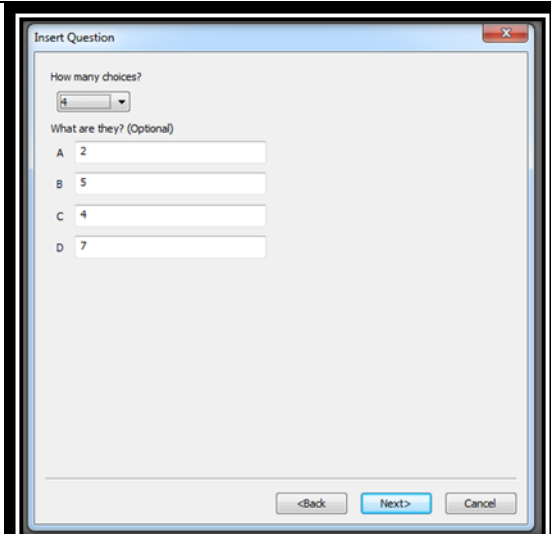


3) Using the “Multiple Choice” selection as an example (all selections are very similar), you can now type your question (or paste from another source). The font style and size can be easily adjusted here or you can adjust it later as well. Click “next” when you are finished.



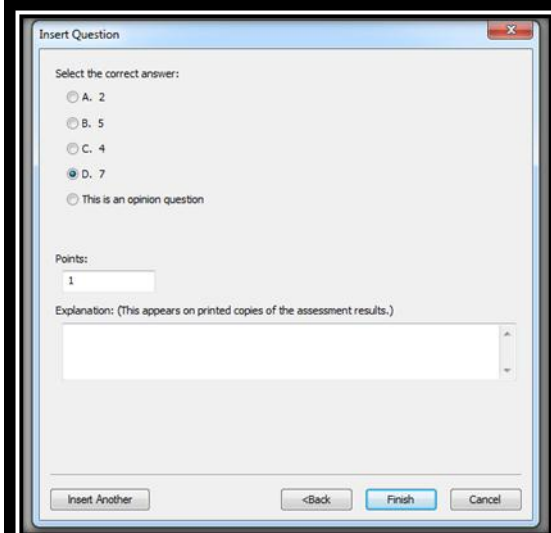
The screenshot shows the 'Insert Question' dialog box with the title bar 'Insert Question' and a close button. The main text area contains the question 'How many days of the week are there?'. Above the text area, there is a font dropdown set to 'Arial', a size dropdown set to '28', and icons for bold, italic, underline, and a link. Below the text area, there is a field for 'Education standards and other tags:' with a 'Browse...' button to its right. At the bottom, there are three buttons: '<Back', 'Next>', and 'Cancel'.

4) You can now create a list of possible answers. When you are finished click “next.”



The screenshot shows the 'Insert Question' dialog box with the title bar 'Insert Question' and a close button. The main text area contains the question 'How many choices?'. Below the question, there is a dropdown menu for 'How many choices?' set to '4'. Below that, there is a section titled 'What are they? (Optional)' with four answer choices: A. 2, B. 5, C. 4, and D. 7. Each choice has a text input field. At the bottom, there are three buttons: '<Back', 'Next>', and 'Cancel'.

5) Select the correct answer and click “insert another” if you want to create another question. Do not click “finish” or the creation of your entire assessment will end. Only click finished when you have completely finished creating your assessment.

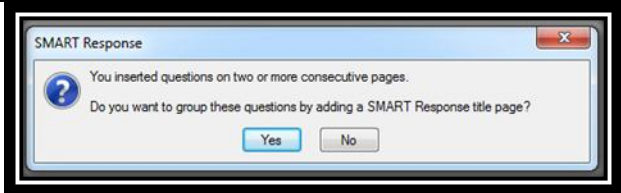


The screenshot shows the 'Insert Question' dialog box with the title bar 'Insert Question' and a close button. The main text area contains the question 'Select the correct answer:'. Below the question, there are four radio button options: A. 2, B. 5, C. 4, and D. 7. The option 'D. 7' is selected. Below the radio buttons, there is a section titled 'Points:' with a text input field set to '1'. Below that, there is a section titled 'Explanation: (This appears on printed copies of the assessment results.)' with a text input field. At the bottom, there are four buttons: 'Insert Another', '<Back', 'Finish', and 'Cancel'.

6) You will be brought back to the screen that allows you to select the style of the next question.

7) When you click “finish” you will be prompted to insert a title page. It is important to do this so that your questions will be grouped properly. Click “Yes.”

8) You will then be asked to give your assessment a title by filling in the required fields on the next screen. Click “Add” when finished.

A screenshot of a dialog box titled "Insert Title Page". It contains a section titled "Assessment Information" with the text: "The information you enter here appears on the first page of your assessment. It also appears in your Teacher Tools Gradebook when you start the assessment." Below this, there are four fields: "Title:" (text input), "Type:" (dropdown menu), "Subject:" (text input), and "Topic:" (text input). Each field has an example below it: "Example: Trig Quiz 1", "Example: Mathematics", and "Example: Trigonometry". At the bottom, there is a legend "* Required" and two buttons: "Add" and "Cancel".