



CTLT provides faculty support for ReggieNet by e-mail, phone, and in person. Please email [CTLT@ilstu.edu](mailto:CTLT@ilstu.edu) or call [\(309\) 438-2542](tel:3094382542) if you have questions.

**ReggieNet: Tests & Quizzes - Markup**

Video - [ReggieNet: Tests & Quizzes - Markup](#)

Besides creating assessments using the assessment creator or by importing questions from another program, you can also import questions from Word Documents using the Markup Text Editor.

To do so, go to **Tests & Quizzes**, click the **Add** tab, enter a Title, select the “Create using markup text” option, and click **Create**.

The Mark-Up Text Editor has directions available as you are importing questions. Links to these instructions are located to the right of the text entry box.

Enter questions with their answers into the text box below using the specified format for that question type. To view instructions and examples for a given question type, click on the appropriate link to the right of the text box.

- Instructions & Examples**
- [General Instructions](#)
  - [Multiple Choice\\_single correct](#)
  - [Multiple Choice\\_multiple correct](#)
  - [Fill in the Blank](#)
  - [Short Essay](#)
  - [True/False](#)
  - [Fill in Numeric](#)

After reading the basic instructions, here is a quick list of formatting guidelines you should follow when you are getting ready to import exams.

1. Be sure that each question begins with either a number followed by a period OR the word Question.
2. Be sure that answers are on different lines and not next to one another on the same line. Otherwise, the Mark-Up Text Editor will interpret the question as a short essay.
3. Be sure that you are marking correct answers with asterisks. Otherwise, the Mark-Up Text Editor will interpret the question and answers as a short answer question.
4. When writing multiple choice questions, be sure to begin each answer with an appropriate letter followed by a period (a. OR A. will both work).
5. You do not have to insert point values for each question, especially if you are creating a question pool. You can add point values later when you actually create an assessment.
6. Save questions by either selecting **Create Assessment** or **Create Question Pool**.

Once your text is formatted properly, copy and paste it into the text entry box, and click next. Your questions will be displayed. Make sure to scroll down and verify that all questions are being identified correctly. In the example below, question 2 has been identified as a Short Essay question, indicating some kind of formatting error. In this case, click the Back button to make corrections.

Validate Assessment/Question Pool					
Step 2 of 2					
Verify that all of your questions appear below with the correct question types. Change the name and description of this question group as needed. Then click on the appropriate button below to complete the process.					
#	Question	Type	Points	Discount	Answers
1	The French physician Itard's most significant contribution to the field of special education is considered to be _____.	Multiple Choice	3		<input checked="" type="checkbox"/> a. the legitimization of the belief that persons with intellectual disability (i.e., mental retardation) can profit from educational opportunities based on his systematic delivery of instruction and collection of performance data <input type="checkbox"/> b. the establishment and demonstration of very effective methodologies to teach people with special learning needs that are still widely used in classrooms today <input type="checkbox"/> c. the founding of the first community residential program in Paris <input type="checkbox"/> d. his daring and spectacular rescue of the "Wild Boy of Aveyron" from an inhumane asylum
2	Which of the following teachers is using People First Language? #a. Ms. Sanchez said, "I teach autistic children."	Short Essay	3		
3	The initial purpose of residential programs (i.e., the forerunners of institutions) in the United States, such as those started by Howe and Wilbur, was to provide _____.	Multiple Choice	3		<input checked="" type="checkbox"/> a. custodial care <input type="checkbox"/> b. education <input type="checkbox"/> c. punishment <input type="checkbox"/> d. respite care for families <input type="checkbox"/> e. research centers for universities
4	With tragic irony, one person who had some effect on the end of the eugenics movement was _____.	Multiple Choice	3		<input checked="" type="checkbox"/> a. Adolf Hitler <input type="checkbox"/> b. John F. Kennedy <input type="checkbox"/> c. Abraham Lincoln <input type="checkbox"/> d. Jean-Marie Gaspard Itard <input type="checkbox"/> e. Alfred Binet
5	All of the following are required by PL 108-446, The Individuals with Disabilities Education Improvement Act (IDEA), except _____.	Multiple Choice	3		<input checked="" type="checkbox"/> a. provision of an IEP to any child with a diagnosis of AD/HD <input type="checkbox"/> b. provision of special education services to qualified children between the ages of 3 and 5 <input type="checkbox"/> c. provision of school to adult life transition planning for 16-year old students who are receiving special education services <input type="checkbox"/> d. the opportunity for children with special education needs to be included in districtwide and statewide assessment programs with appropriate accommodations.

Once you have verified your questions, click either the **Create Assessment** or **Create Question Pool** button.