

ExamSoft – Including Academic Misconduct Statement

When creating a new Assessment or an Assessment that has not been posted

1. Under the text fields for naming the assessment, are the options for the exam.
2. In the box for Pre-Assessment Notices, select the dropdown for “Select Template”.
3. From the list, choose “Academic Misconduct”.

ExamSoft Questions Rubrics Assessments Categories Reports

Home > Assessments > EXAMS/ES Training > Sample test

Sample test

Edit

ID: 872 Posts: 0

Title: Sample test ✓

Type: Exam

Creator: Eureka, Nick

Folder: Change Folder *
ES Training

Blueprint

Category	#	%
Uncategorized Questions	4	100.00

View Full Blueprint

Pre-Assessment Notices

Add Custom Notice OR Select Template

No notices have been added to this assessment

Select Template

Academic Misconduct

Scoring

Maximum Points 4.00 points

Default weights
Assign evenly to all
Assign proportionally

Questions

Stats

Previous 1 Next

Order	Question Title
1	Creating an array in
2	2+2=
3	fill in the blank
4	Why did you join the

Reorder Reorder By Sort

Previous 1 Next 4 Results

Changing an Existing Assessment

1. If the exam has already been posted, the posting will need to be deleted.
2. Click on the red X icon at the bottom of the assessment page.

Options to Enable

Spell Check
Suspend
Calculator
Numbering
Missing Answer Reminder
Text Highlighting

Backward Navigation
Require Answer
Cut, Copy & Paste
Find & Replace
Show 5 Min Alarm
Notes
Question Feedback

Font Override

Question Stem
Answer Choices

Postings

Previous 1 Next Show: 10 | 25 | 50 | 100 | 250

Post	Assessment Posting ID	Name	Questions	Course	D/L Start	D/L End	Actions
1	1730718	Exam for screen shots	6	ExamSoft COD Admin	3/24/20 4:35 PM	3/24/20 5:35 PM	

Previous 1 Next 1 Results Show: 10 | 25 | 50 | 100 | 250

- Click OK to continue.
- At the bottom of the assessment questions, click “Duplicate”.

3153 / 1	Alexander, A	M/C	1	Approved
3154 / 1	Alexander, A	M/C	1	Approved
3155 / 1	Alexander, A	M/C	1	Approved
3156 / 1	Alexander, A	M/C	1	Approved

Show: 10 | 25 | 50 | 100 | 250



- Change the title of the exam to delete the mention of “Copy of”.
- Select the Academic Misconduct template as shown in the first example in this tutorial.
- Click “Save” at the bottom of the assessment to update changes.

ExamSoft Questions Rubrics Assessments Categories

Home > Assessments > Create New Assessment

Create New Assessment

ID: 1470 Posts: 0

Title: Copy of Exam for screen shots ✓

Type: Exam

Creator: Alexander, Ann

Folder: Change Folder *
Rubrics practice

Blueprint

Category	#	%
Uncategorized Questions	6	100.00

View Full Blueprint

Pre-Assessment Notices

Add Custom Notice OR Select Template

No notices have been added to this assessment. Select Template

Academic Misconduct

Scoring

Maximum Points 6.00 points

Default weights
 Assign evenly to all

EXPANDED QUESTIONS

Questions

Stats

Previous 1 Next

Order

1 2 3 4 5 6

Reorder Reorder By Sort

Previous 1 Next