

# TUTORIAL

## QUESTIONS REPOSITORY



# SOLAR

Ambiente Virtual de Aprendizagem da  
Universidade Federal do Ceará

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## Repositories



Questions bank

Questions bank

Repository which questions about diverse topics can be created, stored, edited, removed or published.



### What's the Repository?

- It's a section where diverse collections are stored. In repository, the user is able to have access, for example, to the Questions Bank.



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## Repositories



Questions bank

## Questions bank

Repository which questions about diverse topics can be created, stored, edited, removed or published.



## The Questions Bank

- In this bank, it can be registered numerous questions with multiple tags, authors and content. It's possible to view only public and published questions (which are not draft) or its own questions (published or draft).
- The questions here registered are not necessarily related to any exam. In case they are in use, the rules to update be modified. If a question is in use in exams, you can't modify them. Also you can't change a question if you are not its author. In this case, what can be done is a copy of the question, so the user who made the copy becomes a "second author" and then is able to edit it.
- In this area you can also export questions already published in pre-existing exams.





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## Repositories



Questions bank

Questions bank

Repository which questions about diverse topics can be created, stored, edited, removed or published.



## How to access the Questions Bank?

- To access it, you must select the "Repositories" section on the side menu and click on the Questions Bank button.

Note that only some profiles have access to Questions Bank, for example, Editor and Professor.



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## Repositories



Questions bank

### Questions bank

Repository which questions about diverse topics can be created, stored, edited, removed or published.



### Questions types

There are 3 types of questions: Multiple choice ▾ Unique choice ▾ True or False ▾

The user will be able to choose which type best fits the content that will be addressed in the question.



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## Repositories

### Search

☐ My questions
 ☐ Enunciati on

Questions bank (15 found)

<div>+</div> <div>✓ ↗ 📄 ✎ 🗑</div>									
<input type="checkbox"/>	En								lished
<input type="checkbox"/>	A ca								✓
<input type="checkbox"/>	Quais as capitais que possuem litoral?	editor	Multiple choice	04/08/2016	-	👁	-	2	👍
	Labels: geografia								
<input type="checkbox"/>	Numa célula animal, qual organela possui a função de conservar e transmitir a informação genét...	editor	Multiple choice	09/08/2016	Professor	👁	-	0	👍
	Labels: biologia								
<input type="checkbox"/>	Sobre a 3a guerra mundial, responda V ou F	editor	True or False	04/08/2016	-	👁	-	4	👍
	Labels: guerras mundiais historia								

### Searching questions

To search for a question already registered in the Bank, enter one or more searching parameters and click on

The questions which are similar to the search criteria will be presented to the user.

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# Repositories

## Search

☐ My questions
 ☐ Enunciati on

Questions bank (15 found)

<div>+</div> <div>✓ ↗ ↘ ✎ 🗑</div>									
<input type="checkbox"/>	Enunciation	Author	Type	Last update at	Updated by	Preview	Privacy	Used at exams	Published
<input type="checkbox"/>	<div>⋮</div> A capital do Ceara eh Labels: <b>geografia</b>	editor	Unique choice	04/08/2016	-		-	2	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<div>⋮</div> Qu pos La								<input checked="" type="checkbox"/>
<input type="checkbox"/>	<div>⋮</div> Nu quat organiza possu a função de conservar e transmitir a informação genét...	editor	Multiple choice	09/08/2016	Professor		-	0	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<div>⋮</div> Sobre a 3a guerra mundial, responda V ou F Labels: <b>guerras mundiais</b> <b>historia</b>	editor	True or False	04/08/2016	-		-	4	<input checked="" type="checkbox"/>

### Order the search!

The questions presented to the user may be ordered according to the desired criteria. Thus, for example, if exists any interest on the criteria of more or less frequently used questions at exams, just sort by **"Used at exams"**. You can also view at first the questions that have the most newer or older updates by selecting the criteria **"Last update at"**.







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Search

### Privacy

This option will set if the created question is **Public** or **Private**.

#### Public Question:

It can be viewed and used by other users in their respective exams.

#### Private Question:

It can be viewed and used in exams by the only one who created it.

### New question

Privacy **Public** ▼

Type **Multiple choice** ▼

Labels

Add more labels

Enunciation\*






**B** *I* U **S** *I*<sub>x</sub>



Add/update image

Legend

Alt

Alt: mandatory description to accessibility (disabled people)

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Year of 2012

\* required field(s)

**Type**

Define what type of question will be created. Remember there's only three types of questions.

Multiple choice ▼

Unique choice ▼

True or False ▼

New question

Privacy Public ▼

Type Multiple choice ▼

Labels

Add more labels

Enunciation\*

Add/update image

Legend

Alt

Alt: mandatory description to accessibility (disabled people)

editor

Multiple choice

04/08/2016

Professor

0

biologia



## New question

Privacy

Public

Type

Multiple choice

Labels

### Labels

The user can assign labels to the questions. These labels aim to summarize the main themes addressed, that is, identify ideas and the text central themes of the created question. The labels will also help in a future search for the created question.

Add more labels

Enunciation\*

$fx$ 
**B**
*I*
U
~~S~~
*T<sub>x</sub>*

- 1=
- :=
- ≡
- ≠



Add/update image

Legend

Alt

Alt: mandatory description to accessibility (disabled people)

## New question

Privacy **Public** ▼


Type **Multiple choice** ▼

Labels

### Labels

To assign a label to the question, you must type it into the text field and click on **Add more labels**

It may be awarded up to 8 labels.

To delete a label, just click on **Delete:** 

Add more labels

Enunciation\*



Add/update image

Legend

Alt

Alt: mandatory description to accessibility (disabled people)



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# Repositories

Search

## New question

\* required field(s)

Informations

Items

Privacy

Type

Label

Add more labels

Enunciation

### Enunciation

This field will match the question title. So this will be the command of the created question.

Note that there are text editing tools. The user can set characteristics for the text as bold, italic, enumeration, etc.



*fx*

**B**

*I*

U

**S**

*I<sub>x</sub>*



Add/update image

Legend

Alt

Alt: mandatory description to accessibility (disabled people)

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Search

New question

\* required field(s)

Informations

Items

Privacy Public

Type Multiple choice

Labels

Add more labels

Enunciation\*

### Add/update image

The user will be able to add images to illustrate an enunciation, for example.

To add or change an image, click on **Add/update image:** [Add/update image](#)  
Then, select in your folders the image to be added and click on open.



Add/update image

Legend

Alt

Alt: mandatory description to accessibility (disabled people)





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type Multiple choice

Labels

Add more labels

Enunciation\*

$fx$ 
**B**
*I*
U
~~S~~
*I*<sub>x</sub>



Legend

Alt

Add/upd

Add more images

**Continue**

After entering all the information requested on this screen, click on **Continue**:

Continue

Cancel

Continue



New question

\* required field(s)

Informations

Items



Answer\* ☐ (Check to indicate item as correct)



Add more options

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Save

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## New question

\* required field(s)

Informations

Items

Answer\* ☐ (Check to indicate item as correct)



$fx$

**B**

*I*

U

~~S~~

I<sub>x</sub>

$\sum$

$\prod$

$\int$

$\frac{d}{dx}$

Add more options



### Correct Item

Remember to always define the correct items. check the alternatives which are correct or true

#### Stay tuned!

- Multiple choice type questions may have more than one alternative as correct.
- Item checked, therefore correct, is considered true in V or F type questions. The item not checked as correct will be considered False in this type of question.

ck

Save



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New question

\* required field(s)

Informations

Items

Answer\* ☐ (Check to indicate item as correct)

### Show/Hide image

As the question title, the alternatives can also have images.

To add them to the item, click on **Show/Hide image**.

Add more options

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\* required field(s)

Informations

Items


Answer\* ☐ (Check to indicate item as correct)



### Show/hide comment

A comment can be added to each item.  
It will be seen by students during the correction viewing  
(after the end of the exam).

The comment may, for example, explain the subject matter  
or justify an answer.

To add it to the item click on **Show/Hide comment.** 

Add more options

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\* required field(s)

Informations

Items

Answer\* ☐ (Check to indicate item as correct)



**Remove item**

To delete a created item click on **Remove Item:**



Add more options

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\* required field(s)

Informations

Items

Answer\* ☐ (Check to indicate item as correct)



body p

Add more options

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Add more options

Add new items to the question at Add more options

Add more options



## New question

\* required field(s)

Informations

Items

Answer\* ☐ (Check to indicate item as correct)



body p


Add more options

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Save



### Saving the question

After elaborating the question, just click on **Save**  to add it to the Questions Bank.

A saved question will not be, necessarily, complete. The elaboration can be initiated, the question can be saved and, at another time, finished. However, to publish and use it in exams, it must be completed.

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### Editing a created question

Created questions can be edited. Select the desired question and note that the edition button will be released for use.

Questions bank (15 found)

	Enunciation	Author	Type	Last update at	Updated by	Preview	Privacy	Used at exams	Published
	A capital do Ceara eh	editor	Unique choice	04/08/2016	-		-	2	
	Labels: <b>geografia</b>								
	Quais as capitais que possuem litoral?	editor	Multiple choice	04/08/2016	-		-	2	
	Labels: <b>geografia</b>								
	Numa célula animal, qual organela possui a função de conservar e transmitir a informação genét...	editor	Multiple choice	09/08/2016	Professor		-	0	
	Labels: <b>biologia</b>								
	Sobre a 3a guerra mundial, responda V ou F	editor	True or False	04/08/2016	-		-	4	
	Labels: <b>guerras mundiais</b>								





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## Search

☐ My questions

## Editing a created question

Click on  to edit the selected question. A dialog box will open and all the question information may be changed.

**Attention!** Questions used in exams can't be edited.

Year of last update

ex: 2012



Questions bank



<input type="checkbox"/>	Enunciation	Author	Type	Last update at	Updated by	Preview	Privacy	Used at exams	Published
<input type="checkbox"/>	A capital do Ceara eh	editor	Unique choice	04/08/2016	-		-	2	
<input type="checkbox"/>	Quais as capitais que possuem litoral?	editor	Multiple choice	04/08/2016	-		-	2	
<input type="checkbox"/>	Numa célula animal, qual organela possui a função de conservar e transmitir a informação genética?	editor	Multiple choice	09/08/2016	Professor		-	0	
<input type="checkbox"/>	Sobre a 3a guerra mundial, responda V ou F	editor	True or False	04/08/2016	-		-	4	



A capital do Ceara eh

Labels: **geografia**

editor

Unique choice

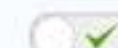
04/08/2016

-



-

2



Quais as capitais que possuem litoral?

Labels: **geografia**

editor

Multiple choice

04/08/2016

-



-

2



Numa célula animal, qual organela possui a função de conservar e transmitir a informação genética?

Labels: **biologia**

editor

Multiple choice

09/08/2016

Professor



-

0



Sobre a 3a guerra mundial, responda V ou F

Labels: **guerras mundiais**  
**historia**

editor

True or False

04/08/2016

-



-

4



## Repositories

### Search

#### Exporting a question.

The questions created in the Questions Bank can be exported to specific exams already created in a subject.

Select the desired question and note that the exporting button will be released for use.

ex: 2012



### Questions bank

	Enunciation	Author	Type	Last update at	Updated by	Preview	Privacy	Used at exams	Published
	A capital do Ceara eh	editor	Unique choice	04/08/2016	-		-	2	
	Labels: <b>geografia</b>								
	Quais as capitais que possuem litoral?	editor	Multiple choice	04/08/2016	-		-	2	
	Labels: <b>geografia</b>								
	Numa célula animal, qual organela possui a função de conservar e transmitir a informação genética?	editor	Multiple choice	09/08/2016	Professor		-	0	
	Labels: <b>biologia</b>								
	Sobre a 3a guerra mundial, responda V ou F	editor	True or False	04/08/2016	-		-	4	
	Labels: <b>guerras mundiais</b>								

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### Exporting a question

Click on to export a selected question.

Year of last update

ex: 2012



Questions bank (15 found)



Enunciation



Author

Type

Last update at

Updated by

Preview

Privacy

Used at exams

Published



A capital do Ceara eh  
Labels: **geografia**

editor

Unique choice

04/08/2016

-



-

2



Quais as capitais que possuem litoral?  
Labels: **geografia**

editor

Multiple choice

04/08/2016

-



-

2



Numa celula animal, qual organela possui a função de conservar e transmitir a informação genet...  
Labels: **biologia**

editor

Multiple choice

09/08/2016

Professor



-

0



Sobre a 3a guerra mundial, responda V ou F  
Labels: **guerras mundiais**  
**historia**

editor

True or False

04/08/2016

-



-

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My questions Enunciación ex: question-1 Author ex: Mr. James Labels ex: biology Year of last update ex: 2012

Export questions

\* required field(s)  
Original lesson

Choose

Conclude

Filter

Type\*

Course\*

Subject\*

Semester\*

☐ Offer ☐ Group

Search

Conclude



### Choosing the exam

Select the subject where the desired exam is and click on: [Search](#)

## Export questions

\* required field(s)  
Original lesson

Choose

Conclude

Filter

Type\*

Curso de Graduacao a Distancia

Course

109 - Licenciatura em Quimica

Disciplina

RM301 - Quimica I

Semester\*

2011.1

☐ Offer

☒ Group

☒ Select all



### Choosing the exam

Check the exam which the question should be exported to and then click on: Add to export list. [Add to export list](#)

After adding exam to the list of exams that will receive the questions to be exported, click on **Conclude**. [Conclude](#)



Prova 2

Application date in

04/06/2016 to 04/09/2016

10 added of 10 questions

Groups

QM-CAU

Enunciation

Author

Type

Last  
update at

Updated by

Privacy

Annul

Published

Labels:

editor

True or

False

04/08/2016

guerras mundiais

historia


Export questions

\* required field(s)  
Original lesson

Choose

Conclude

Export questions

Exam	Enunciation	Type	Destination	Privacy	Score	Don't export question(s)
Prova 2	A capital do Ceara eh	Unique choice	Licenciatura em Quimica - Quimica I - 2011.1 - QM-CAU	—	00	

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Export



Finishing exportation

After selecting the exams which questions will be exported to, assign a score equal or greater than 0.5 to each question to be exported.

To finish, click on Export [Export](#)

Labels:

editor

True or False

04/08/2016

guerras mundiais

historia



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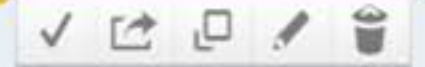


### Copying a question

The questions available on the Questions Bank as public may be copied and changed.

Select the desired question and note that the copying button will be released for use.

Questions bank



	Enunciation	Author	Type	Last update at	Updated by	Preview	Privacy	Used at exams	Published
<input checked="" type="checkbox"/>	A capital do Ceara eh Labels: <b>geografia</b>	editor	Unique choice	04/08/2016	-		-	2	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Quais as capitais que possuem litoral? Labels: <b>geografia</b>	editor	Multiple choice	04/08/2016	-		-	2	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Numa celula animal, qual organela possui a função de conservar e transmitir a informação genética? Labels: <b>biologia</b>	editor	Multiple choice	09/08/2016	Professor		-	0	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Sobre a 3a guerra mundial, responda V ou F Labels: <b>guerras mundiais</b>	editor	True or False	04/08/2016	-		-	4	<input checked="" type="checkbox"/>

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## Copying a question

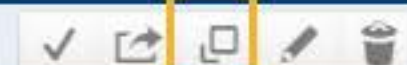
Click on to copy a selected question. A dialog box will be opened and all the question information can be changed before the copy is saved.

Year of last update

ex: 2012



## Questions bank



	Enunciation	Author	Type	Last update at	Updated by	Preview	Privacy	Used at exams	Published
<input checked="" type="checkbox"/>	A capital do Ceara eh Labels: <b>geografia</b>	editor	Unique choice	04/08/2016	-		-	2	
<input type="checkbox"/>	Quais as capitais que possuem litoral? Labels: <b>geografia</b>	editor	Multiple choice	04/08/2016	-		-	2	
<input type="checkbox"/>	Numa célula animal, qual organela possui a função de conservar e transmitir a informação genética... Labels: <b>biologia</b>	editor	Multiple choice	09/08/2016	Professor		-	0	
<input type="checkbox"/>	Sobre a 3a guerra mundial, responda V ou F Labels: <b>guerras mundiais</b> <b>historia</b>	editor	True or False	04/08/2016	-		-	4	





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Universidade Federal do Ceará

To get more information:  
[atendimento@virtual.ufc.br](mailto:atendimento@virtual.ufc.br)