

## Importing Assessments from Microsoft Word

In Notebook Software: Click Response > Select Import Questions From > Select Microsoft Word



> Locate the document > Open (Questions will automatically upload into Notebook

Open						?×
Look in:	Desktop Desktop		•	← 🗎 💣		
My Recent Documents	Wy Network Places					
Desktop	Using_Clicker	I_Assessment				
My Documents						
My Computer						
My Network Places	File name:	QUIZ		-		Open
	Files of type:	Word Document (*.doc)		•		Cancel



## Set answers: Click Response > Select Set All Answers > Input the correct answers > Click Done

Response Help	
Insert Question	Set All Answers - QUIZ
Insert Title Page	O This is an opinion question
Set All Answers	Question 2. (Multiple choice, 1 points)
Add Choice	Current answer: B Prophase II
Open Teacher File	Which of the following are stages of mitosis?
Start Class	O A Prophase
Stop Class	I Prophase II
ettep etter	O C Anaphase
Start Assessment	O D Telophase
Stop Assessment	O This is an opinion question
End Review Mode	Question 3. (True/False, 1 points)
Clear	Current answer: True
Print	The state capital of New York is Albany.
Teacher Tools	⊙ True
	O False
Import Questions From 🕨	O This is an opinion question
Export Results To	Done Cancel
Preferences	