

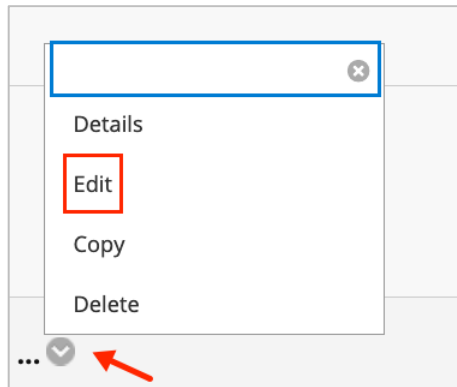
ADD IMAGES TO

TEST QUESTIONS OR ANSWERS

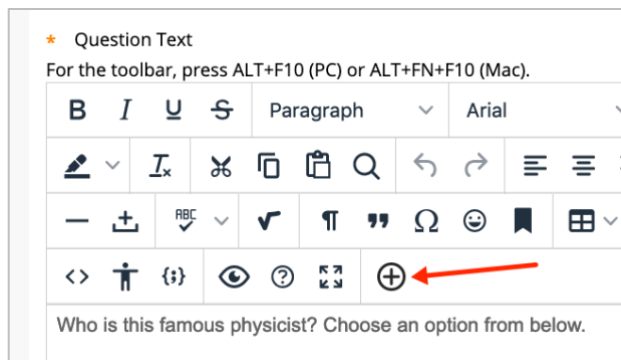
You can add images to test questions or to test answer choices using the ulearn test tool.

Instructions – images to questions

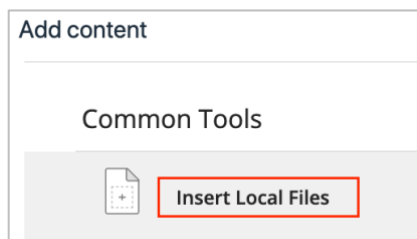
1. Locate a question you wish to add an image to. Click the **down arrow** and then select **edit** from the menu.



2. From the toolbar editor, select the + (plus) icon on the bottom row.



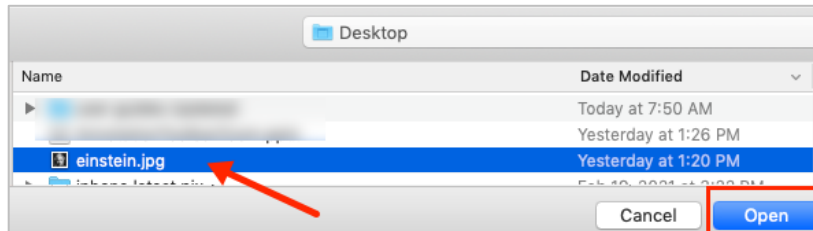
3. Click **Insert Local Files** from the Add Content section.



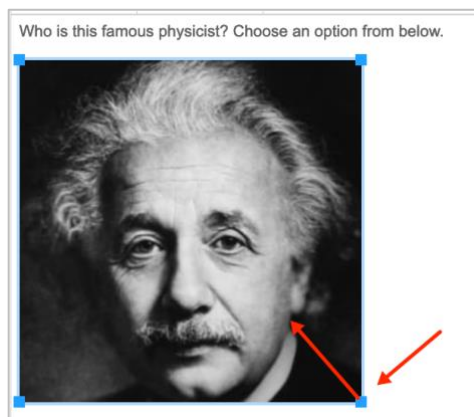
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4. A window opens. Select your image file from your computer.

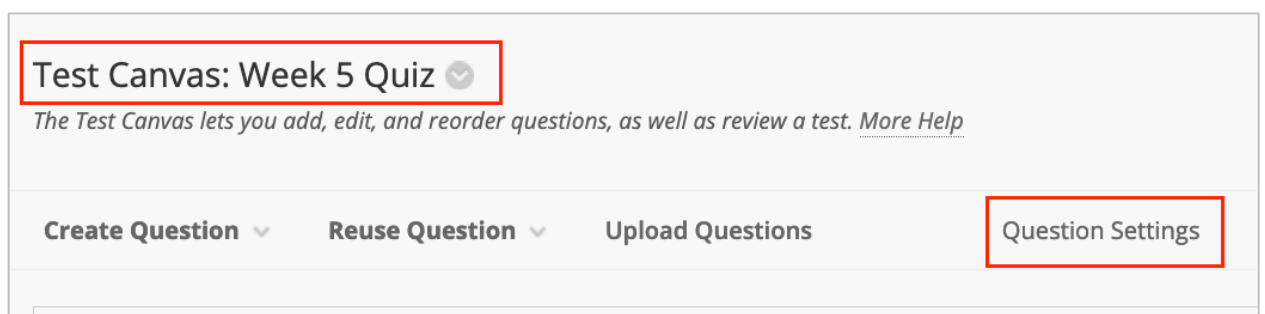


5. The image appears in the text editor box. If you're happy with it, click **Submit**. If necessary, you can **resize** the image by clicking on it once and dragging one of the four blue corners inward to make it smaller. Click **Submit**.



Instructions – images to answer choices

1. In ulearn, locate the assessment you wish to add images to the answer choices. Make sure you are on the **Test Canvas** page.
2. At the top right of the page, click **question settings**.



ADD IMAGES TO

TEST QUESTIONS OR ANSWERS

3. **Check the box** under “Images, Files, and Web Links” and select “add images, files, and web links to answers” and click **Submit**.

FEEDBACK

Provide feedback for individual answers.

IMAGES, FILES, AND WEB LINKS

Add images, files, and web links to individual feedback.

Add images, files, and web links to answers.

4. Edit a question by clicking the **down arrow** and selecting **Edit**.
5. **Scroll down** to an answer choice box that you wish to add the image into. First click “**Display image within the page**” from the Special Action box and then **Browse** to select the image from your computer. Make sure there is text in the textbox.

Answer 3.

For the toolbar, press ALT+F10 (PC) or ALT+FN+

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File

Browse... einstein.jpg

Special Action

Display image within the page

6. Repeat for all answer choice boxes you wish to add an image to. When done, click **Submit** to save all changes on the page.

Note:

Make sure your images are properly sized. You cannot resize the images in the answer choices box.