

# Creating a Multiple Response Question

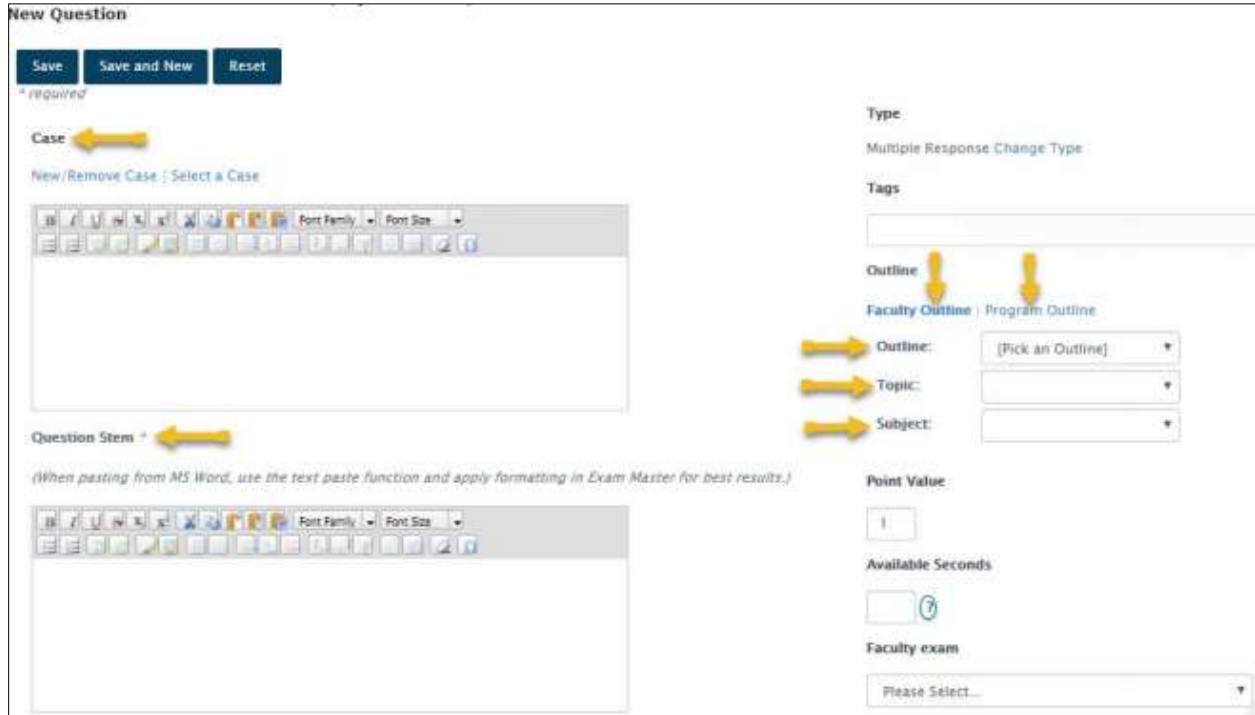
1. Click **Content**
2. Select **Manage Content**
3. Click **New Question**



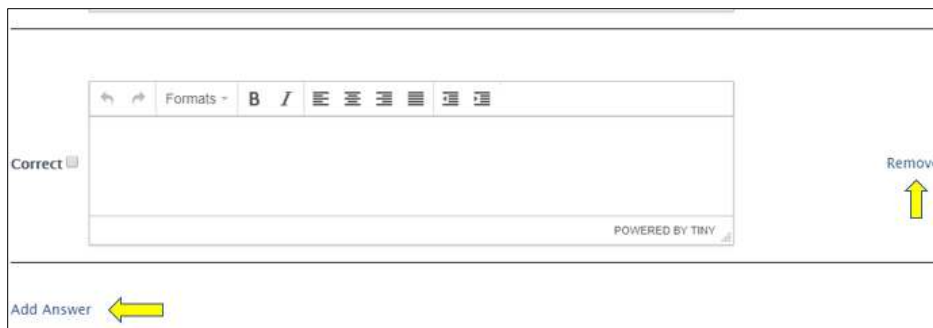
4. Select **Question Type – Multiple Response**



5. Select the **Outline** to which the question will be associated
6. Add a **Case** (optional) and a **Question Stem**
  - a. Important: If copying and pasting from another source, remove formatting first by pasting text into a format stripper like Notepad



7. Type or paste answer choices in each text window
  - a. Important: If pasting, remove formatting first by pasting text into a format stripper like Notepad
  - b. Indicate correct answers by checking the **Correct** box to the left of each answer choice
8. Reduce the number of answer choices by selecting **Remove** next to a text window
9. Increase the number of answer choices by selecting **Add Answer**



10. Add an **Explanation** and **References** (both features are optional)
11. Click **Save** to save the question and remain on the page
12. Click **Save and New** to save the question and add another (Outline choices and question type will remain the same unless changed)
  - a. Clicking **Reset** will clear all fields

