Creating an Exam

1. Click Exams

- 2. Select Create an Exam
- 3. Name the exam and add any desired comments for yourself or other faculty members (examinees will not be able to see any of this information)

	■ Create Exam
	Create an Exam
	Name
	Comments (Optional: Not visible to examinee)
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Go to User Made Tateriah	
Dashboard	
Erams +	Save
Create an Exam	

4. Click Save

a. You will be automatically redirected to the Manage Exams page for this exam

5. Click Add Questions



- 6. Choose an Outline Source (Exam Master, Authored, Program) from the dropdown menu
 - a. Exam Master provides access to our resources
 - Authored displays any questions you have entered into your Content or copied to your outline from Exam Master
 - c. Program provides program specific outlines that have been created by Program Admins
- 7. After choosing the source, select an **Outline**
- 8. Click the carets next to the outline name to display Topic, Sub-Topics, and Subjects within an outline or select the whole outline

Exam Maitar +	All Multiple Choice			
Dutline	Multiple Choice			
	0. Fill In	8	Content	
Proclastry +	Multiple Response			
Copics	Free Response Multiple Response (Adv.)		In R Content R Explanation	
S Psychiatry (1.009)	Hotspot		Other options	
	© Ordered Response		With case	

- 9. Click Search to generate question list
- 10. Click the + to manually add individual questions to the exam

ID: 307211 [Multiple Choice]	+
Jase Contraction of the Contract	
28-year-old male is brought to the emergency room by police after he was found shouting at staff at a busy hotel, where he claimed, "I am owner of the hotel," hecked into the hotel 10 days ago with the intention of "buying all hotels in the area." Since checking in, he has been noticed to be up all night working on papers idditionally, when approached by the staff concerning his stay, he replies by going on tangents without answering the question and always seems to be in a hurry peaks quickly.	He had vork. because h
Aem.	
Vhat disorder does he have?	
xplanation	
The decreased need for sleep, pressured speech, and outrageous behavior are consistent with an acute manic event and consistent with bipolar disorder.	
Seneralized anxiety disorder is characterized by excessive, poorly controlled anxiety about life circumstances that continues for more than 6 months.	
anic attacks are characterized by brief attacks of intense anxiety with autonomic symptoms (e.g. tachycardia, hyperventilation, dizziness, and sweating). Episode egularly, without an obvious precipitant.	s eccur
tajor depression is characterized by depressed mood or anhedonia and depressive symptoms lasting at least 2 weeks.	
tereavement is the collection of symptoms of depression that occur following death of a loved one. If the symptoms become prolonged or involve suicidal thought sychoses, a diagnosis of depression may be made.	i or
leferences: Imerican Psychiatric Association: Diagnostic and Statistical Manual of Mental Disorders. 4 th ed. Washington, DC: American Psychiatric Association Press, 1994 Ihatia SC, Bhatia SK. Depression in women: diagnostic and treatment considerations. Am Fam Physician 1999;60:225-240	
unawer Chalces	
lipolar disorder ✓ leneralized anxiety ranic attacks tajor depression seraivement	

11. Click Pick random questions from results to type a specific number into the text box and click Add to

randomly add questions from the search generated list

a. To prevent duplicating questions from a previous exam, type a date into the **not used since** box



12. The questions added will appear on the created Exam

