

EZ Test Online

Before you use EZ Test Online you will need to have received a **CD with the EZ Test testbank** to support your recommended book as you need to create your tests offline. If you have not received an EZ Test CD, please contact your local representative to see if there is one available for the book you are recommending.

Go to: www.eztestonline.com

Click on the link to your country and fill in the registration form.

Your account will be verified within two working days and you will receive an e-mail confirming your ID and password.



Once you receive the confirmation e-mail, you are now ready to use EZ Test Online!

Log in at: www.eztestonline.com

To add a course (to which you can link a test), click on 'Add'



1. Enter the course name, e.g. Accounting 101
2. Enter the course section, e.g. #1. (optional)
3. Enter the day and time of the course, e.g. Mon 3, Fri 10
4. Enter a custom title if you want an alternative title to the one that EZ Test Online automatically creates.
5. Click the **Create** button

The screenshot shows a web browser window with the URL <https://www.eztestonline.com/newcourses.jsp>. The page title is "Create A New Course/Section". The form contains the following fields:

- Course:** Accounting 101 (with a hint: e.g. MATH 101 - Introductory Algebra)
- Section:** (with a hint: e.g. #1)
- Day & Time:** Mon, 3, Fri 10 (with a hint: e.g. MWF 10:30)
- Custom Title:** Accounting 101 - 1st year required course (with a hint: e.g. Principles of Economics - Independent Study)

Below the fields, there is a note: "The above fields will be formatted together to make up the course/section title. You may alternatively format your own custom title below." There are "Create" and "Cancel" buttons. At the bottom, there is a footer with "EZ Test Online © 2010. Copyright ©2009 by The McGraw-Hill Companies, Inc." and "The McGraw-Hill Companies" logo.

The screenshot shows the "EZ Test Online Home" page. The URL is <https://www.eztestonline.com/newcourses.jsp>. The page features a "My Courses" section with a list of courses:

- Accounting 101 - 1st year required course
- Applied Math

There is an "Add" button and a "Link to Instructor Information" link. A note at the bottom says: "Be sure to set your time zone in the instructor information". The footer includes "EZ Test Online © 2010. Copyright ©2009 by The McGraw-Hill Companies, Inc." and "The McGraw-Hill Companies" logo.


You can build up a list of as many courses as you wish.

Import a Test

To import a test for use with the EZ Test Online service, **you must first create the test in the EZ Test desktop application using the CD from your local representative and export it as an EZ Test Online test** (it's just a click of a button!). Please refer to your EZ Test desktop application documentation on how to export your test in an EZ Test Online format.

When you have an EZ Test Online file ready to import:

1. Click on the course you wish to import the test into.
2. From the List of Tests screen, click the gray **Browse...** button.
3. A Choose File dialogue box will open for you to locate your exported test on your computer's hard drive.
4. Select the file you plan on importing, and click the Open button.

5. Click the Begin Import button  to import the test.
6. The test will appear in the List of Tests for you to deliver to your students online.

You can choose if you want to show the test, or keep it hidden for the time being.

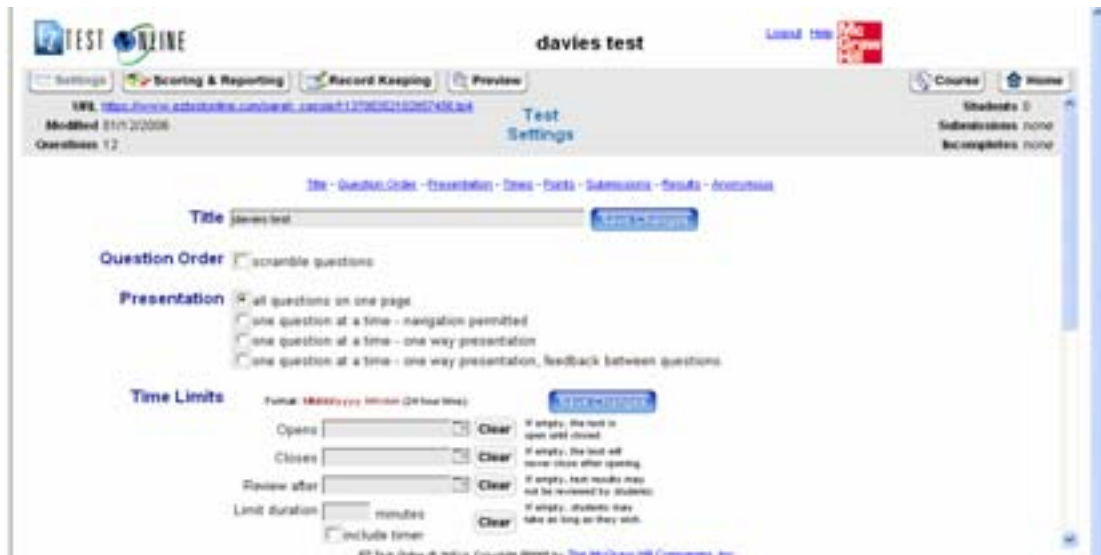
You will be given a URL that you can give to your students so they can access your online test.

Course URL: eg. https://www.eztestonline.com/john_smith/index1.tpx



Click on a test name to set your preferences for that test, including:

- the way questions are presented
- a day and time the quiz will be available
- how long students have to sit the test
- how many times they can sit the test
- when they will be able to check their results



Point Awards show point awards

Preassigned Points

Submissions permit & record ONLY 1 submission
 permit & record multiple submissions
 practice test - NOTHING recorded, multiple submissions permitted

Results Reporting never show evaluation
 show evaluation immediately upon submission
 show evaluation later, after release time
 always show evaluation

Anonymous anonymous survey
with optional access code

All settings on this page are saved automatically when changed with the exception of those fields accompanied by **Save Changes** buttons. (file, time, and anonymous code)

How do students register?

You can add them manually, or import a spreadsheet by clicking on the Roster button. Or set the Self-Registration criteria up so that students can register themselves (they will need your course's URL).

For participant access: https://www.eztestonline.com/john_smith/index1.tpx

Students can register themselves if you have given them access.

You can view the roster for your course to see who has registered.



View the gradebook to see the students' scores for the tests you have set. You can download or print this off.



Complete help is available online.