

## How to Create Matching Questions in XpressLab

Matching Questions are a built-in Question Type found within the XpressLab platform. Matching Questions are **auto marked** within the XpressLab platform, which means that a student's response is automatically evaluated using the correct answers specified during activity authoring.

Matching Questions allow teachers to specify either an audio or text-based question prompt, followed by words or phrases which students must then match to either **images, audio recordings, or words** that are specified by teachers during the authoring process.

Matching Questions are available within the following Activity Types:

- Standard Test
- Practice Exercise
- Teacher Presentation

The following Help Guide provides step-by-step instructions to help you create Matching Questions using the XpressLab Test Planner.

1. Activities are created within the context of a Course. Start by creating a new course or accessing an existing course using the **My Course List**.
  - Navigate to the My Course List by clicking on the **Courses** link from within the main navigation bar at the top of your screen.
2. Clicking on an existing course or creating a new course within the My Course list directs you to the **Course Dashboard**. Use the Course Dashboard to either create a new Standard Test, Practice Exercise or Teacher Presentation activity. Or, select an existing Standard Test, Practice Exercise or Teacher Presentation activity from within the Activity List.
  - **To create a new activity**, click on the red **New Activity +** button located at the top of the Course tab within the Course Dashboard. Select **Standard Test, Practice Exercise or Teacher Presentation** from the **Select an Activity Type** drop down list of options located at the top of the new Activity Information page, below in Step 1: Activity Settings. Then, complete the remainder of the Activity Information page. Once you have completed the New Activity page, click the **Save** button. This will direct you to the **Activity Dashboard**.

- **To select an existing Standard Test, Practice Exercise or Teacher Presentation activity**, use the Activity List located on the **Course tab** found on the left side of the Course Dashboard page. Use the **Type** column to locate a Standard Test, Practice Exercise or Teacher Presentation activity. Then, click on the name of the activity to access the **Activity Dashboard**.
3. Click on the red **Test Planner** button, located above the Student Activity graph, found on the right side of the **Activity Dashboard**. This will direct you to the **Test Planner**.
  4. To add a Matching Question, click the **New Question** drop down within the appropriate Section and Testlet. Then, select **Matching Question** from the drop down list of options. Selecting the **Matching Question** option will direct you to the Question Properties page.

**Note:** The **Matching Question** is a subjective style or **auto marked** question type. As a result, this question type *cannot* be added to a Section or Testlet that **already contains** a human-review or objective style question type, such as: Audio Response or Written Response questions. If you are working with the Standard Test activity type, and your Standard Test already includes any of the human reviewed question types (i.e. Audio Response or Written Response), then you **must create a new Section and Testlet** for your Matching Question. [Click here](#) for more instructions on authoring Standard Tests using the Test Planner.

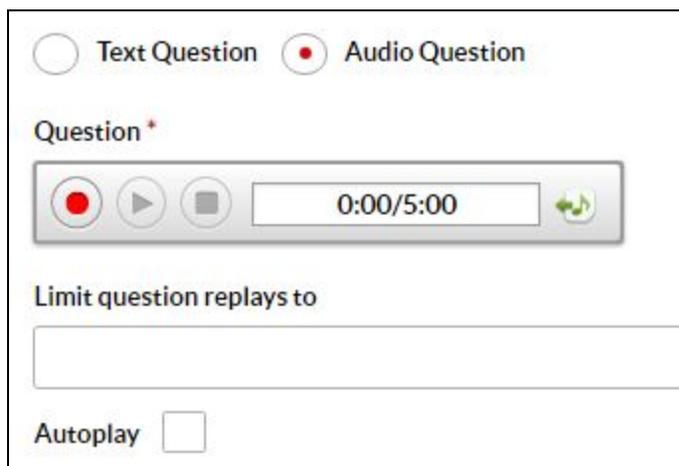
5. The **Matching Question** prompt or question instructions can be written or audio based. To add a written question prompt, select the **Text Question** option. Then, enter your question prompt in the **Text to Display** field.



The screenshot shows the 'Text Question' option selected with a radio button. Below it is the 'Text to Display:' label followed by a rich text editor toolbar with icons for bold, italic, underline, strikethrough, bulleted list, numbered list, indent, outdent, link, unlink, and font color. The text area below the toolbar is empty.

Image: Adding a Written Question Prompt for the Matching Question Type

- To add an audio or oral question prompt, select the **Audio Question** option. Then, use the audio recording widget to record your oral question prompt. Or, upload an audio file as the question prompt by clicking on the Upload Audio icon  and selecting an audio file from your local computer. Use the configurable settings if you wish to limit the number of times students can replay the question prompt (**Limit question replays to**), or require the question to **Autoplay** when students arrive to the question slide.



Text Question     Audio Question

Question \*

Limit question replays to

Autoplay

Image: Add an Audio Question Prompt for the Matching Question

6. The Matching Question allows you to enter **word** which can then be matched to either a corresponding Audio recording, Image, or Words. Select the matching stimulus by using the **Match words to** drop down.
  - **To match your words to audio recordings, select Audio.** A column of Audio to Match recording widgets will appear to the right of the **Text to Match** column in the Matching Question table found below the **Match words to** drop down stimulus selector.
    - Enter the text or words students must match to the correct corresponding audio recordings by typing in the **Text to Match** field.
    - Then click the red **Record** button from within the audio recording widget located in the Audio to Match column to the right of Text to Match column in the Matching Question table. Record the correct corresponding audio

response for your Text to Match words. Alternatively, you may upload an existing audio file using the Upload Audio icon  located in the right corner of the audio recording widget.

- By default, you may include four (4) Text to Match items with the corresponding Audio to match. If you wish to *delete* Text to Match items, click the **Delete** icon  to the right of the Audio to match column. To *add* additional Text to Match items, click the red **Add Row +** button located at the bottom of the Matching Question table.
- To award students partial points for their correct matches, click the **Yes** option next to the **Allow Partial Values** field. Selecting Yes will open the **Incorrect Answer Penalty** field. Enter the number of points students will lose for each **incorrect** answer. Selecting the **No** option ensures that students do **not** receive partial marks for any correct answers. When No is selected, students will lose *all* of the points available for the question if they fail to answer any of the matching questions correctly.
- Enter the total possible marks award for a perfect response by typing a numerical question value in the **Value** field. The number entered here represents the total possible marks a student receives for a perfect answer.
- Select a layout for the Matching Question by choosing one of the **Pick a layout** options. The layout selected here will arrange your question prompt, the word bank, and the corresponding matching stimulus according to the layout template.
- Click the red **Save** button when you have finished entering your Question Properties. Clicking Save will direct you back to the Test Planner.

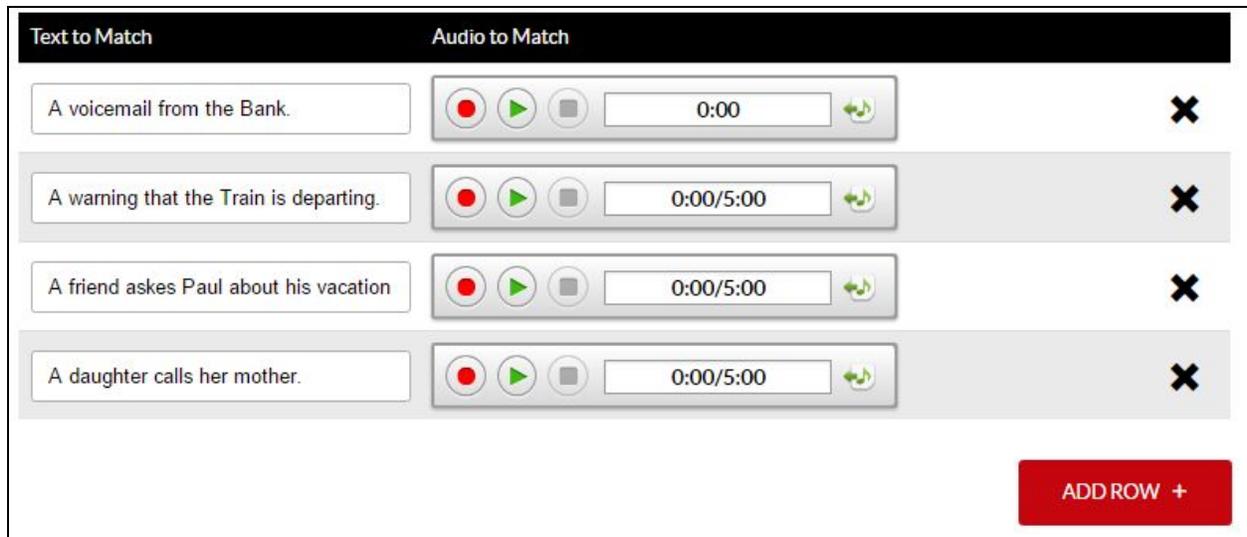


Image: Adding Text to Match items with the corresponding, correct Audio response

- **To match your words to images, select Images.** A column of Images to Match will appear to the right of the **Text to Match** column and the **Upload Image** buttons in the Matching Question table found below the **Match words to** drop down stimulus selector.
  - Enter the text or words students must match to the correct corresponding image by typing in the **Text to Match** field.
  - Then click the red **Upload Image** button located to the right of each Text to Match field. Click the Choose File button within the **Upload file** window. Located the image file from your local computer and click the Open button.
  - By default, you may include four (4) Text to Match items with the corresponding Image to match. If you wish to *delete* Text to Match items, click the **Delete** icon  to the right of the Image to Match column. To *add* additional Text to Match items, click the red **Add Row +** button located at the bottom of the Matching Question table.

- To award students partial points for their correct matches, click the **Yes** option next to the **Allow Partial Values** field. Selecting Yes will open the **Incorrect Answer Penalty** field. Enter the number of points students will lose for each **incorrect** answer. Selecting the **No** option ensures that students do **not** receive partial marks for any correct answers. When No is selection, students will lose *all* of the points available for the question if they fail to answer any of the matching questions correctly.
- Enter the total possible marks award for a perfect response by typing a numerical question value in the **Value** field. The number entered here represents the total possible marks a student receives for a perfect answer.
- Select a layout for the Matching Question by choosing one of the **Pick a layout** options. The layout selected here will arrange your question prompt, the word bank, and the corresponding matching stimulus according to the layout template.
- Click the red **Save** button when you have finished entering your Question Properties. Clicking Save will direct you back to the Test Planner.

Text to Match	Images to Match		
<input type="text" value="Mouton"/>	<input type="button" value="Upload Image"/>	<input type="text" value="/File/100472/87e876e2-80d7-4ed8-a32"/>	<input type="button" value="X"/>
<input type="text" value="Lapin"/>	<input type="button" value="Upload Image"/>	<input type="text" value="/File/100472/918afc95-ba93-44fd-9a01"/>	<input type="button" value="X"/>
<input type="text" value="Proc"/>	<input type="button" value="Upload Image"/>	<input type="text" value="/File/100472/c9def98b-16e0-40fe-b93f"/>	<input type="button" value="X"/>
<input type="text" value="Poussin"/>	<input type="button" value="Upload Image"/>	<input type="text" value="/File/100472/89f268f3-3dad-4903-ad5c"/>	<input type="button" value="X"/>

Image: Adding Text to Match items with the corresponding, correct Images

- **To match your words to other words or phrases, select Words.** A Text to Match column will appear to the right of the existing **Text to Match** column in the Matching Question table found below the **Match words to** drop down stimulus selector.
  - Enter the text or words students must match to the correct corresponding image by typing in the **Text to Match** field.
  - Then, enter the corresponding words for phrases to be matched using the additional Text to Match field.
  - By default, you may include four (4) Text to Match items with the corresponding Words to match. If you wish to *delete* Text to Match items, click the **Delete** icon  to the right of the Text to Match column. To *add* additional Text to Match items, click the red **Add Row +** button located at the bottom of the Matching Question table.
  - To award students partial points for their correct matches, click the **Yes** option next to the **Allow Partial Values** field. Selecting Yes will open the **Incorrect Answer Penalty** field. Enter the number of points students will lose for each **incorrect** answer. Selecting the **No** option ensures that students do **not** receive partial marks for any correct answers. When No is selection, students will lose *all* of the points available for the question if they fail to answer any of the matching questions correctly.
  - Enter the total possible marks award for a perfect response by typing a numerical question value in the **Value** field. The number entered here represents the total possible marks a student receives for a perfect answer.
  - Select a layout for the Matching Question by choosing one of the **Pick a layout** options. The layout selected here will arrange your question prompt, the word bank, and the corresponding matching stimulus

according to the layout template.

- Click the red **Save** button when you have finished entering your Question Properties. Clicking Save will direct you back to the Test Planner.

Text to Match	Text to Match	
adore	J'__ les vacances d'hiver!	✘
skions	Nous ___ dans des montagnes.	✘
vendent	Ils ___ des gâteaux excellents.	✘
porte	Je ___ un nouvel anorak violet.	✘

Image: Adding Text to Match items with the corresponding, correct Words/Phrases

7. To format the Matching Question, or to add additional multimedia elements such as more audio recordings, video clips, texts, or images, click the **Design Mode** icon  located in the **Manage** column within the Testlet.

Question	Type	Value	Manage
Matching Questions       New Question ▾			
 Listen to each of the audio recordings. What did you hear? Select the correct answer to describe the audio you hear. Click and drag your ans...	Matching Question	5	  
 Locate at each picture. Then, look at the word bank. Click and drag the correct word to match each picture.	Matching Question	4	  
 Select the correct conjugation of the regular -er, -ir, and -re verbs to complete each sentence.	Matching Question	4	  

Image: Accessing Design Mode from within the Test Planner

8. Selecting the **Design Mode** icon directs you to the slide-based authoring environment. Use the Formatting Toolbar found along the top of the slide to format and adjust your question content.

- Click and drag any element within your question slide in order to re-arrange and format the question slide.
- Click the **Add Object** drop down found within the navigation bar at the top of the authoring interface in order to add additional multimedia elements such as, more audio recordings, video clips, images, text, shapes, etc.
- When you have finished modifying the question slide, click the **Edit** button from within the main navigation bar at the top of the authoring interface. Then, select **Save** from the drop down list of options. Click the red **Exit (X)** button found in the top left corner of the authoring interface to return to the Test Planner.