View ExamView Questions in Workspace
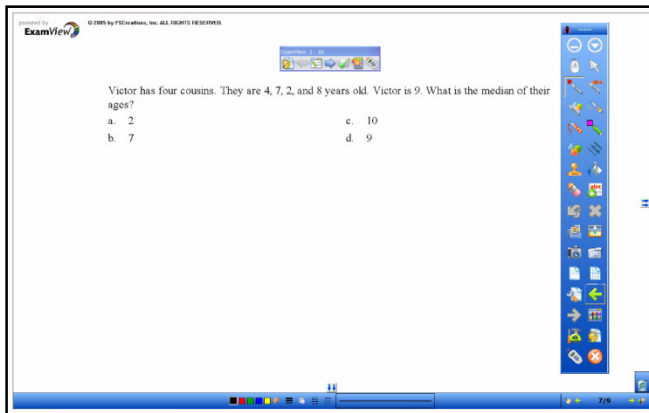
You may have existing **Exam**_View_ assessment content you have created, received from your textbook publisher, or acquired though the purchase of the **Exam**_View_ Learning Series. You can use this content in Workspace to enhance your lessons. When you import **Exam**_View_ .bnk or .tst files into Workspace, you can view the question by title, show the correct answer, or recalculate values if it is a dynamic question.

Import Exam_View_ **Files into a Workspace Page**

1. From the **Toolbar or Toolbox**, choose **Open Exam**_View_ **File** .

2. Browse to the **Exam**_View_ .bnk or .tst file you wish to use, then click **OK**.

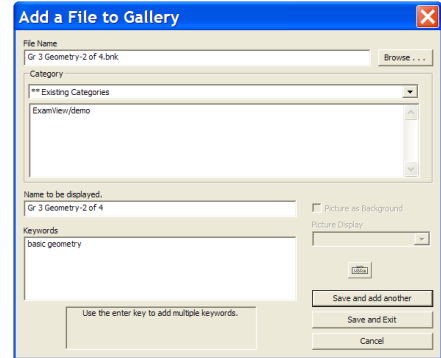3. The **Exam**_View_ question and **Exam**_View_ Workspace toolbar will appear on the screen.

Import Exam*View* Files into the Workspace Gallery

1. From the **Workspace toolbar**, click on the **Gallery** button.

2. Click on the **Gallery menu button** , select **Add File to Gallery.**

3. **Browse** to the **Exam***View* file (.tst or .bnk) you want to add to the Gallery.

4. Under the **Category** drop down, choose the **Exam***View* folder. You can also add keywords so your **Exam***View* files will appear when using the Gallery search feature.

5. **To access** your **Exam***View* files, open the **Gallery** , go to the **Exam***View* **category**.

6. **Drag** the **Exam***View* file you want to use to a **blank Workspace page**.

7. The **Exam***View* **Workspace toolbar and the question** will appear on the screen.

Engage Exam*View* Questions in Workspace

Exam*View* Buttons
When you engage an **Exam***View* lesson in Workspace, you have access to six special **Exam***View* buttons in the **Exam***View* Workspace toolbar. (*Note:* All buttons will not be available on all questions.)

Open Exam*View* **File:** Allows you at any time to select a different question bank or test file.

Previous and Next Question: Scroll to various questions within the file. The questions will appear on your active Workspace page.

Select Question by Title: Pulls up a thumbnail view of a question, and allows you to scroll to a different question you would like to use.

Show Correct Response: Enables a check mark to appear next to the correct answer.

Recalculate Button: Change the answer to a question and deliver that one question multiple times.
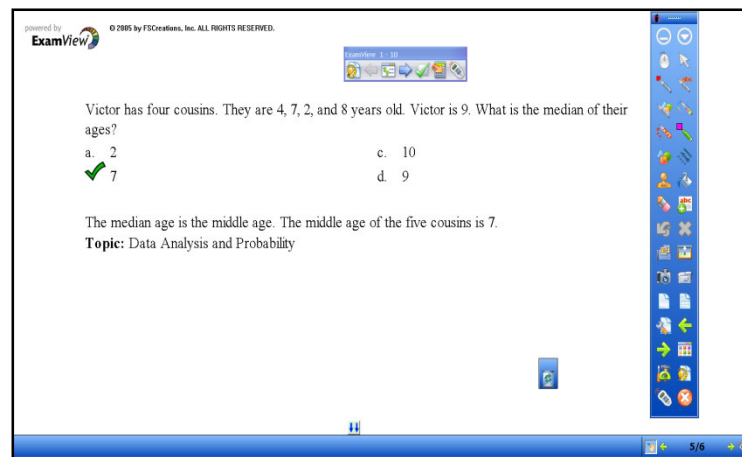
Start Response System: Allows for integration with CPS or PRS hardware.

1. If you do not have the **Exam**_View_ Workspace toolbar on your screen, then from the **Toolbar or Toolbox**, choose **Open Exam** _View_ **File** .

2. When finished solving the question, click on the **Show Answer** . A green check mark will appear next to the correct answer. Some questions may also have an explanation for the correct answer.

3. Click on the **Recalculate** button to change the answer to a question and deliver that one question multiple times.

4. When finished with the question, click on the **Previous** or **Next** question buttons to navigate to another question. Alternatively, you could also use the **Select Question by Title** button to browse to another question.