

## Test Info

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### Overview

On the Test Info page the Instructor begins creating a test by selecting a name, description, and instructions.

### Find this page

Follow the steps below to open the Test Info page.

1. Select **Test Manager** in the area of the Control Panel.
2. Click **Add Test**.

OR

1. Select **Test Manager** in the area of the Control Panel.
2. Click **Modify** next to an existing Test.
3. Click **Modify** in the first section on the Test Canvas.

### Fields

The table below details the fields on the Test Info page.

Field	Description
<b>Test Info</b>	
<b>Name</b> [r]	Enter the name of the Test. If the Test name is changed after it is created the name of the test in the Grade Center will not be changed. To change the name of the Test in the Grade Center as well, edit the Item Information in the Grade Center.
<b>Description</b>	Enter a description of the Test.
<b>Instructions</b>	Enter instructions for the users taking the Test.