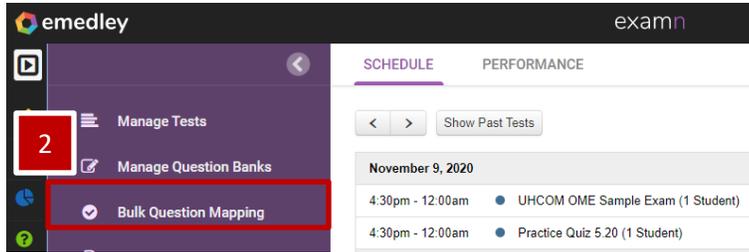


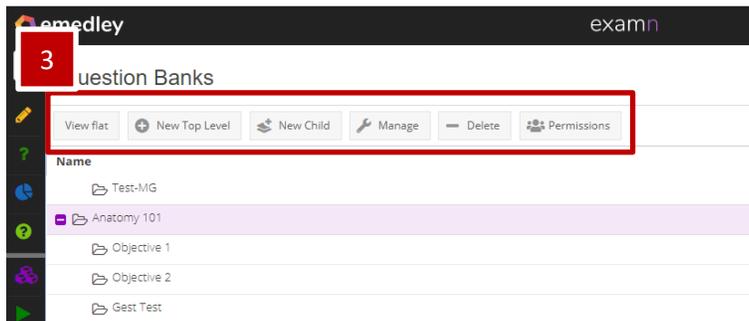
# eMedley : How to Create Question Bank

Goal: Course Directors will learn to create Question Bank in eMedley

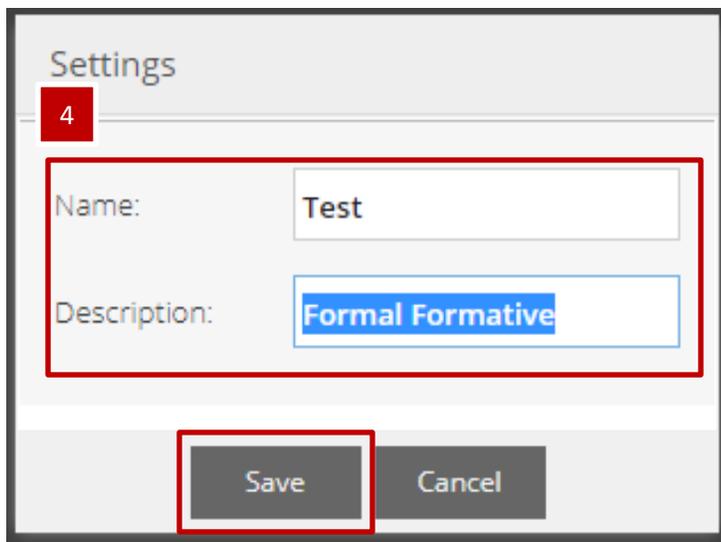


1. Log on to <https://he.emedley.com/uhcom>

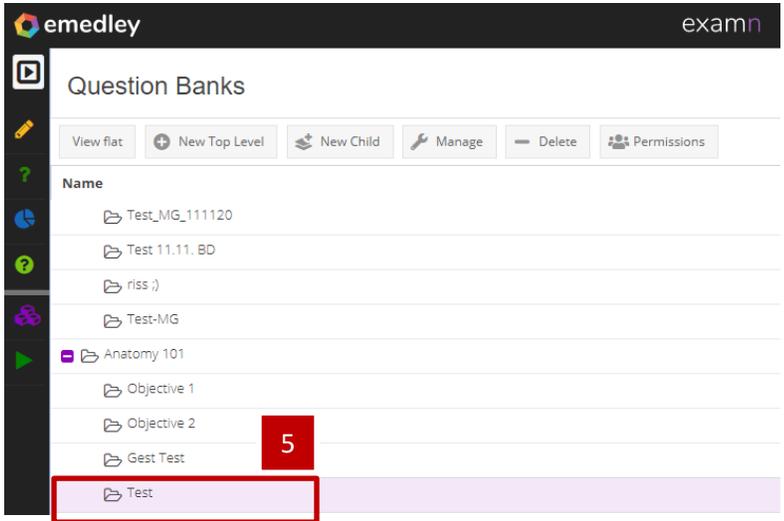
2. From the menu panel on left, click examN and then click **Manage Question Banks**



3. Scroll to the appropriate top level topic header (if one do not exist, click “New Top Level” and create one). Select existing or newly created header and click “New Child”.



4. Name the Question Bank for your specific assessment, include a small description and hit save.



5. The question bank you created should be under the appropriate top level topic header