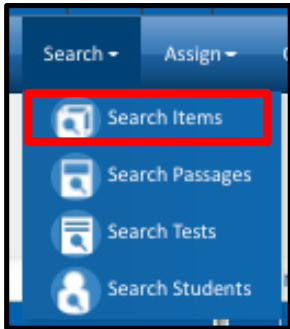


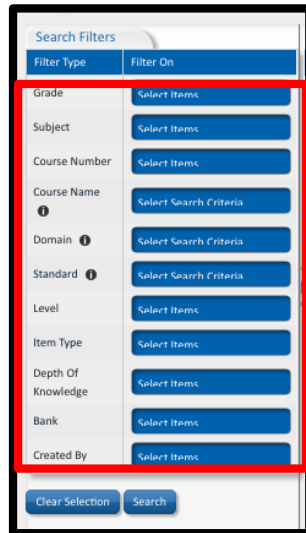
TestPad – Item Search

Richard Woods, Georgia's School Superintendent
"Educating Georgia's Future"

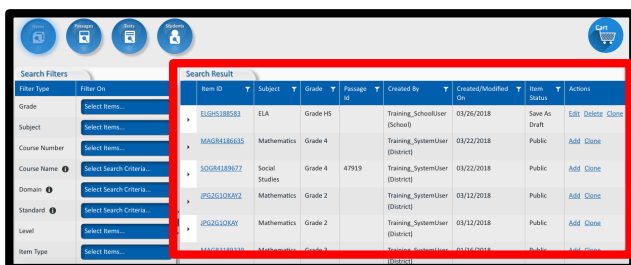
1. In the TestPad tool, select the drop-down menu under "Search" and select "Search Items" OR click the "Search" icon on the page and select the "Item" icon.



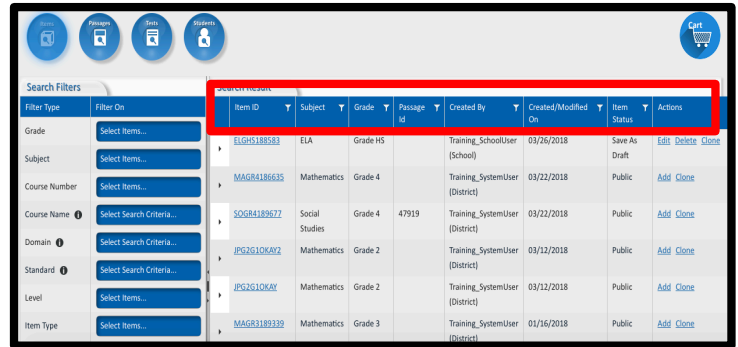
2. On the "Search" page, manage the search criteria by selecting the desired options from the Search Filters listed, then click "Search". Some or all filters may be selected.



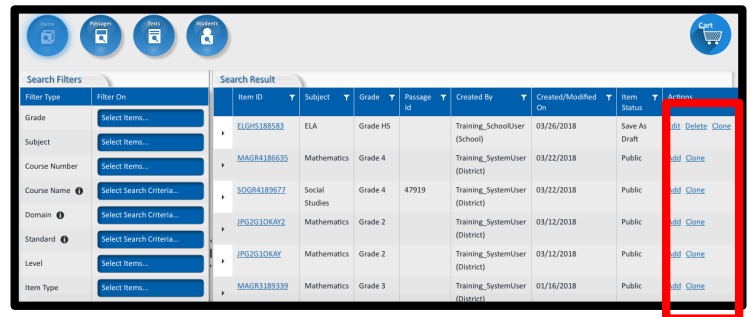
3. Results of the search will be displayed to the right of the page.



4. The results may also be filtered by clicking the filter options at the top of each column.



5. Items may be edited (if you are the creator), cloned, or added to the cart by making the appropriate selection in the "Action" column.



For more information on test creation and test assignment, see other TestPad 5 Steps.