


1. Open Lesson Activity Builder by pressing the toolbar icon  in the Notebook toolbar.
The *Add an Activity* dialog opens.
2. Scroll to locate the **Speedup** activity and press **Add this Activity**.
The *Add an Activity* dialog opens.
3. In the *Template and Theme* dialog, select a theme by pressing its thumbnail image. The thumbnail is highlighted with a blue box.
4. Press **Next**.
The *Add question* dialog opens.
5. Press **+Add Question**.
The *Question(s)* dialog opens.
6. In the *Enter a Question* area, type a question.
Alternatively, you can add category content from a previously saved list, or press **Manage Lists** to create new lists or edit previously saved lists.
For more information about adding content, see [Managing Lesson Activity Builder content](#).
7. If you would like to assign a time limit for the question to be answered, select the *Limit time* check box and enter a time limit in seconds.
8. In the *Enter Answers* area, type the answers from which students will choose. Enter at least two answer options to complete each question.
9. Press the button beside the correct answer.
10. Press **+Add another Question** to continue adding more questions, press **Cancel** to discard editing, or press **Done** to review, edit or delete your questions or add category content from a previously saved list.
11. After you have finished adding questions, press **Next**.
12. Press **Finish**.
LAB builds the activity, and it will be ready for use after a few moments.

NOTE