

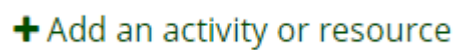
## Quiz Overview

The quiz activity can be used to create assessments comprised of a variety of question types including, but not limited to: true/false, multiple choice, matching, and essay. With the exception of essay questions, all questions are automatically scored and sent to the gradebook.

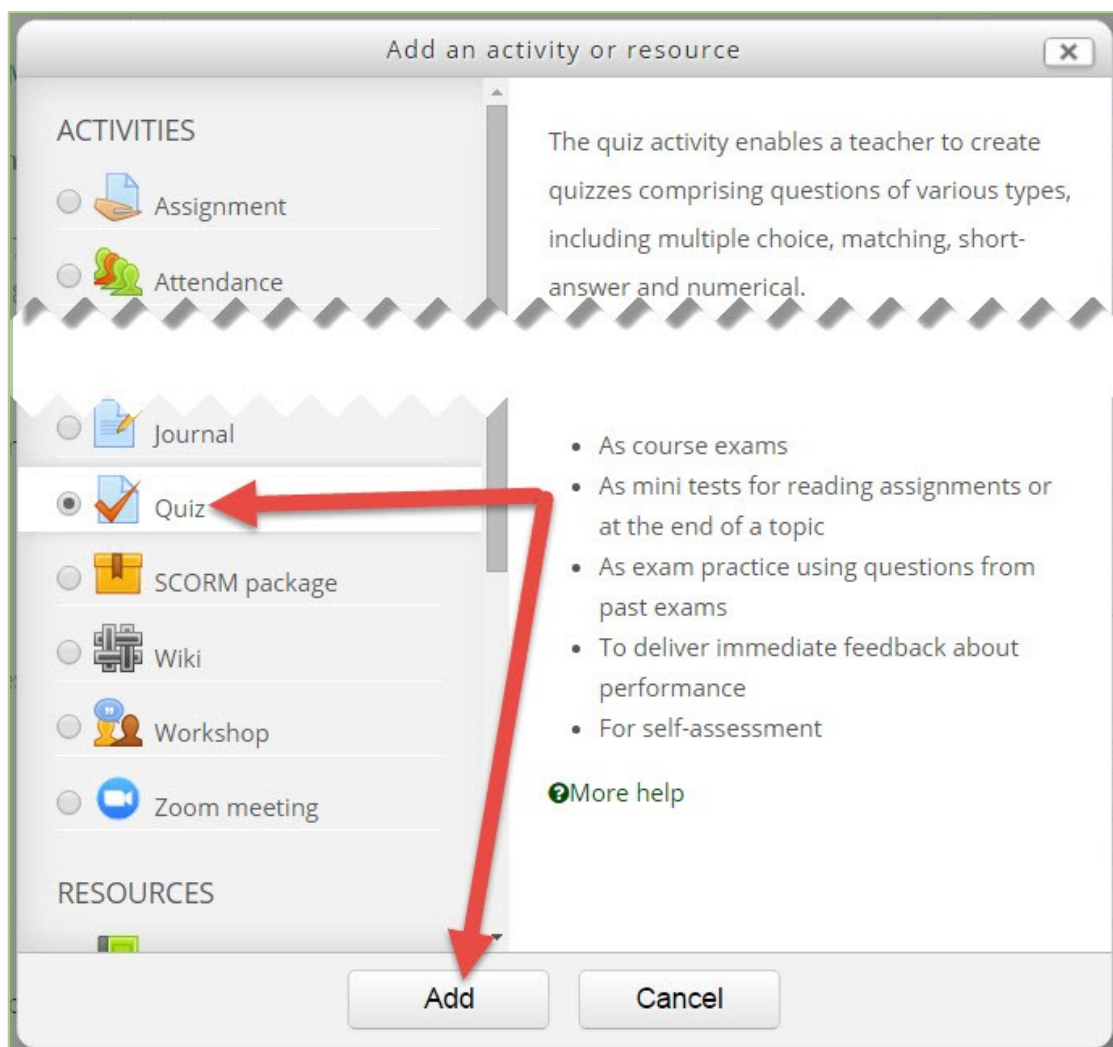
## Quiz—How to

Begin by logging in to EduCat and turning editing on in your course:

1. Scroll down to the section in which you would like to add the Quiz activity and click “Add an activity or resource.”

A rectangular button with a green border and a green plus sign icon followed by the text "Add an activity or resource".

2. Select **Quiz** and click the **Add** button. This will bring you to the **Edit Settings** page for your new quiz.



- On the **Settings** page, any field with a red asterisk indicates required information, and must have something typed in the field before saving changes. Note, while EduCat categorizes all of these activities as “quizzes,” you may title the activity as quiz, exam, test, or anything else as desired. The name will become the title of the link your students click on to access your quiz.

Name\*

Final Exam

Description

- Expand the **Timing** section by clicking on the rotating arrow.
  - Open the Quiz** determines the date and time after which a student may begin a quiz attempt. All times are set using a 24-hour clock (When the students click on the quiz link, however, they will see the time using AM or PM). In this example, 13 00 will be seen as 1PM when a student attempts the quiz.
  - Close the Quiz** determines the date and time after which a student may no longer begin an attempt, or continue an existing attempt. It is recommended that you have “open attempts submitted automatically” set for **when time expires**.
  - The “Time Limit” determines how long a student has to complete an attempt after they begin.
- \*\*\* Note, the **Close the Quiz** time supersedes the **Time Limit**. In this example, if a student does not start the quiz attempt until 1330 (1:30pm), she will only have 30 minutes to complete the quiz instead of 50, because the quiz is set to close at 1400 (2:00pm).

Timing

Open the quiz ? 1

1 February 2016 13 00 Enable

Close the quiz ? 2

1 February 2016 14 00 Enable

Time limit ? 3

50 minutes Enable

When time expires ?

Open attempts are submitted automatically

Submission grace period ?

0 minutes Enable

5. Expand the **Grade** section.

5.1 If you have already set up categories in your gradebook, you may select the category in which this quiz will be placed. If you are not using gradebook categories, or have not yet created them, leave this setting as **uncategorized**. You can always move the quiz into a category in the gradebook later.

5.2 **Grade to pass** is used in course completion tracking. This is an advanced topic. For this example, we will leave **Grade to Pass** blank.

5.3 You may allow more than one attempt on a quiz if desired.

5.4 If you allow more than one attempt, you must chose which grade is sent to the gradebook: Highest, First Attempt, Last Attempt, or Average.

Grade

Grade category ? 1  
Uncategorised ▼

Grade to pass ? 2

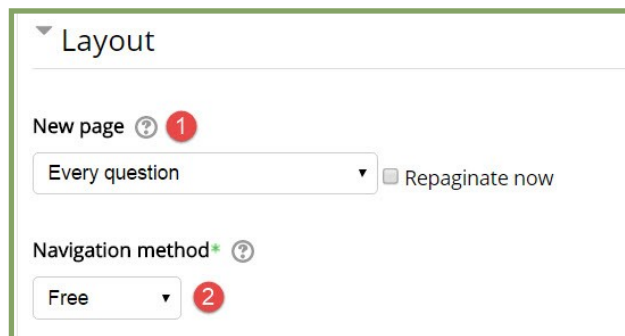
Attempts allowed 3  
1 ▼

Grading method ? 4  
Highest grade ▼

6. Expand the **Layout** section.

6.1 **New Page** determines how many questions are displayed on each page of the quiz. We recommend no more than 5 questions per page. Answers from the current quiz page are saved when a student moves to the next page. If you place all of the questions on a single page, and a student loses her internet connection, any unsaved answers will be lost. Limiting the number of questions on a page limits the potential for lost answers, and in the event of lost answers, the number is small and should still be fresh in the student’s mind.

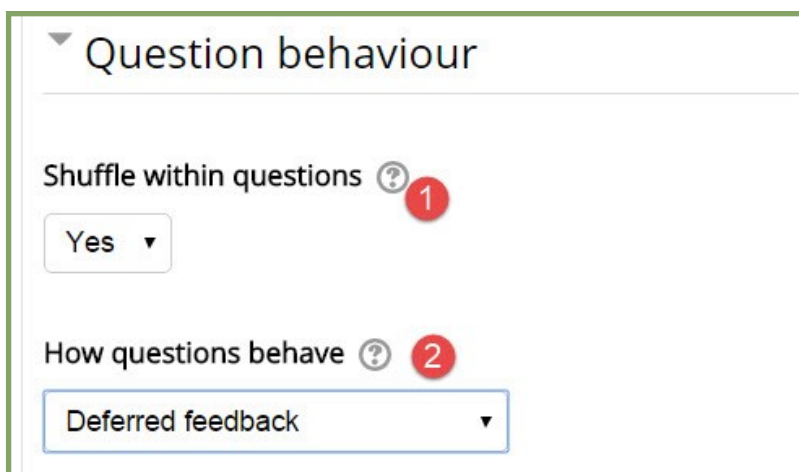
6.2 **Navigation** method determines whether or not a student can go back to a previous page of questions. Free navigation allows students to revisit earlier pages and change answers if desired until the quiz attempt has been submitted. Sequential navigation prevents students from skipping ahead or going back to previous pages in the quiz.



7. Expand the **Question Behavior** section.

7.1 This setting allows the answers of multiple choice or matching questions to be shuffled randomly for each attempt of a quiz. This setting must also be enabled at the question level for each question. This is to prevent multiple choice questions containing “all of the above”, “a and b”, “none of the above”, etc. from being shuffled potentially invalidating the question.

7.2 Most often, a quiz is delivered as **deferred feedback** so that no additional information is given while a quiz attempt is in progress. It is possible to deliver the quiz in other modes which allow for multiple tries on each question providing immediate feedback or hints, or even applying penalties for incorrect responses lowering the overall point value of the question. These other modes can be set under **How questions behave**.



8. Expand the **Review Options** section.

8.1 The options selected in these columns determine what information is released to students at different times:

**During the attempt:** settings are only relevant for some behaviors, like 'interactive with multiple tries', which may display feedback during the attempt.

**Immediately after the attempt:** settings apply for the first two minutes after 'Submit all and finish' is clicked.

**Later, while the quiz is still open:** settings apply after this, and before the quiz close date.

**After the quiz is closed:** settings apply after the quiz close date has passed. If the quiz does not have a close date, this state is never reached.

The attempt displays the questions. Marks are scores. Specific Feedback is tied to individual answers. General feedback is for the question as a whole. Note that in deferred feedback mode (the default) students cannot see any additional information. In this example, you will see one of the more common settings for the review options in a quiz. In this example, students do not see any additional information during the attempt. Immediately after the attempt, and while the quiz is still open for others to attempt, the student only sees the questions, and scores. It is only after the quiz is closed and no longer available for anyone to take that additional feedback and correct answers are released to students who have submitted quiz attempts.

## Review options ?

During the attempt	Immediately after the attempt	Later, while the quiz is still open	After the quiz is closed
<input checked="" type="checkbox"/> The attempt <span>?</span>	<input checked="" type="checkbox"/> The attempt	<input checked="" type="checkbox"/> The attempt	<input checked="" type="checkbox"/> The attempt
<input type="checkbox"/> Whether correct <span>?</span>	<input type="checkbox"/> Whether correct	<input type="checkbox"/> Whether correct	<input checked="" type="checkbox"/> Whether correct
<input type="checkbox"/> Marks <span>?</span>	<input checked="" type="checkbox"/> Marks	<input checked="" type="checkbox"/> Marks	<input checked="" type="checkbox"/> Marks
<input type="checkbox"/> Specific feedback <span>?</span>	<input type="checkbox"/> Specific feedback	<input type="checkbox"/> Specific feedback	<input checked="" type="checkbox"/> Specific feedback
<input type="checkbox"/> General feedback <span>?</span>	<input type="checkbox"/> General feedback	<input type="checkbox"/> General feedback	<input checked="" type="checkbox"/> General feedback
<input type="checkbox"/> Right answer <span>?</span>	<input type="checkbox"/> Right answer	<input type="checkbox"/> Right answer	<input checked="" type="checkbox"/> Right answer
<input type="checkbox"/> Overall feedback <span>?</span>	<input type="checkbox"/> Overall feedback	<input type="checkbox"/> Overall feedback	<input checked="" type="checkbox"/> Overall feedback

9. Expand the **Extra Restrictions on Attempts** section.
  - 9.1 You may require a password to begin a quiz attempt. This should only be used for quizzes delivered in a classroom setting. It helps to ensure that students are taking the quiz in the classroom. You can write the password on the board, or share it verbally with the students.
  - 9.2 This setting only works to restrict attempts to computers with a specific network address. Since we do not have computer labs or testing centers, this setting should not be used.
  - 9.3 If you are allowing multiple attempts on quizzes, you can enforce a delay between attempts.
  - 9.4 Browser security should only be used for quizzes delivered in a classroom setting. If you plan on using a restrictive browser, it is recommended that you use the “Respondus LockDown Browser” setting instead of the “browser security” setting listed here. The “LockDown” browser requirement is set from a block on your course homepage for any quizzes rather than in the individual quiz settings .

▼ **Extra restrictions on attempts**

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**Require password** ? 1

?  Unmask

**Require network address** ? 2

**Enforced delay between 1st and 2nd attempts** ? 3

Enable

**Enforced delay between later attempts** ?

Enable

**Browser security** ? 4



10. Expand the **Common Modules** section.

10.1 The **visible** setting controls whether or not students can see the link to the quiz on your course homepage just like the eyeball icon on the homepage **edit** drop-down menu. Once you have set the dates and times for your quiz, you should make the quiz visible. Even if students have **user override** allowing them to take the quiz at an earlier time, if the quiz is hidden they will be unable to begin their attempt.

10.2 ID numbers are rarely used. They are used only for custom formulas, and can be set up in the gradebook if necessary.

10.3 If you are allowing students to take quizzes in groups, and have already created the groups in your EduCat course, you can select the grouping for the quiz here.

The screenshot shows the 'Common module settings' section of a quiz configuration page. It contains the following elements:

- Visible:** A dropdown menu currently set to 'Show', with a red circle containing the number '1' next to it.
- ID number:** An empty text input field, with a red circle containing the number '2' next to it.
- Group mode:** A dropdown menu currently set to 'No groups', with a red circle containing the number '3' next to it.
- Grouping:** A dropdown menu currently set to 'None', with a question mark icon next to it.
- Buttons:** A button labeled 'Add group/grouping access restriction' is located at the bottom of the settings area.

11. **Restrict Access** settings should be avoided unless you need to control access to the quiz based on completion of another resource or activity in the course. Adding date restrictions should be avoided as these restrictions can conflict with the timing settings for your quiz.

Once you have edited any desired settings for your quiz, scroll to the bottom of the page and click the **Save and display** button. You may then begin adding questions to your quiz. Look for the handout entitled **NMU EduCat—Quiz Questions**.