

Haskayne “How To”

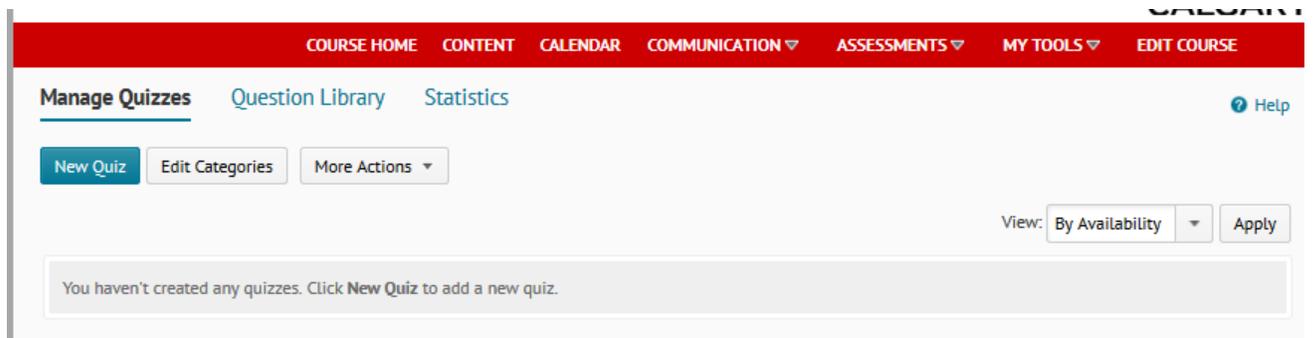
How to... create a quiz in D2L

Creating a new quiz

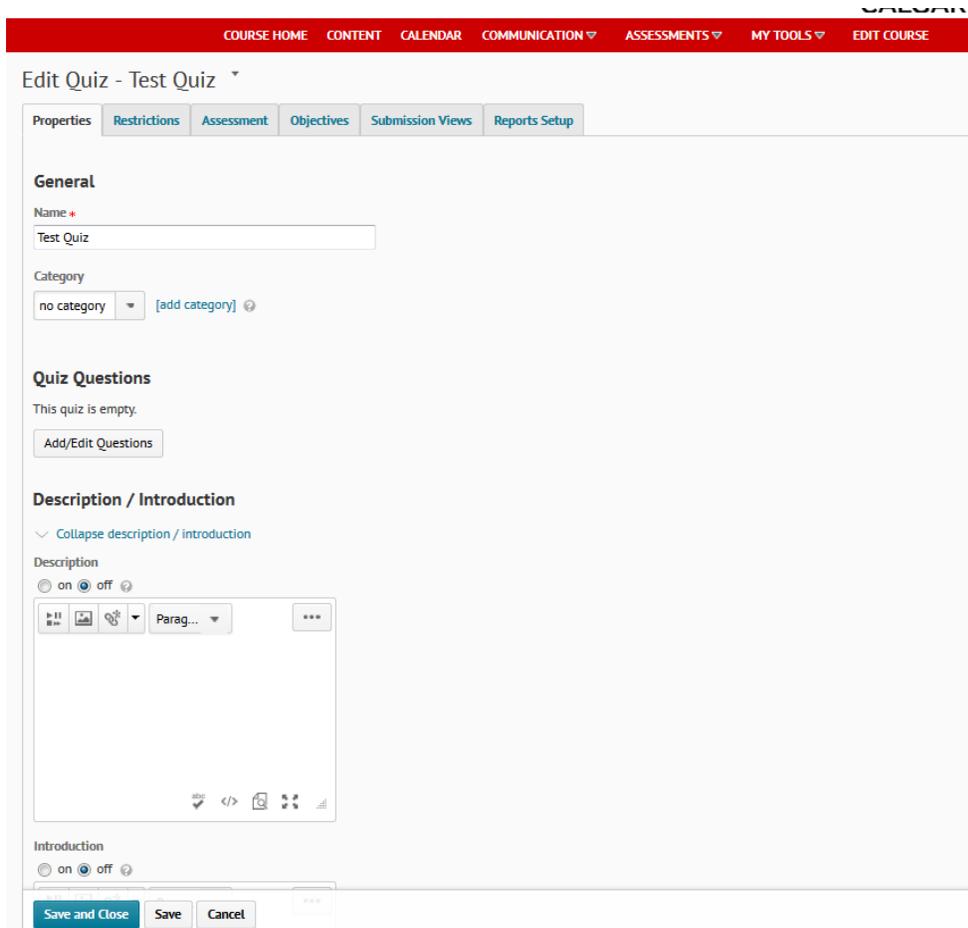
1. Select “Assessments” from the red navigation bar across the top of the page, and select “Quizzes” from the drop down menu



2. Click “New Quiz”



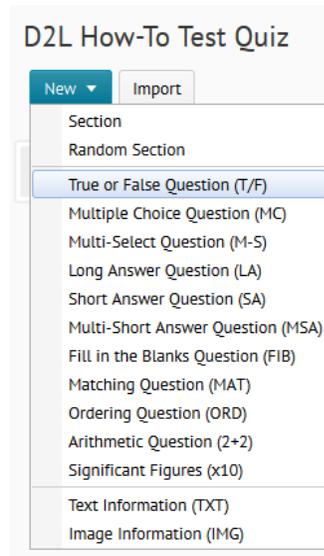
3. Type in the name of your quiz & hit “save” (NOT “save and close”)



4. Click “Add/Edit Questions” and follow steps below.

Adding a Question (True/False)

1. Still under Properties, select Add/Edit Questions
2. Select *True or False Question* from the drop down menu
3. Change the points that the question is worth if need be
4. Enter the question into the Question Text box
5. Change the correct answer to a weight of 100% & leave the incorrect answer at a weight of 0%
6. Save



New True or False Question

General

Title (optional)

Points *

Difficulty

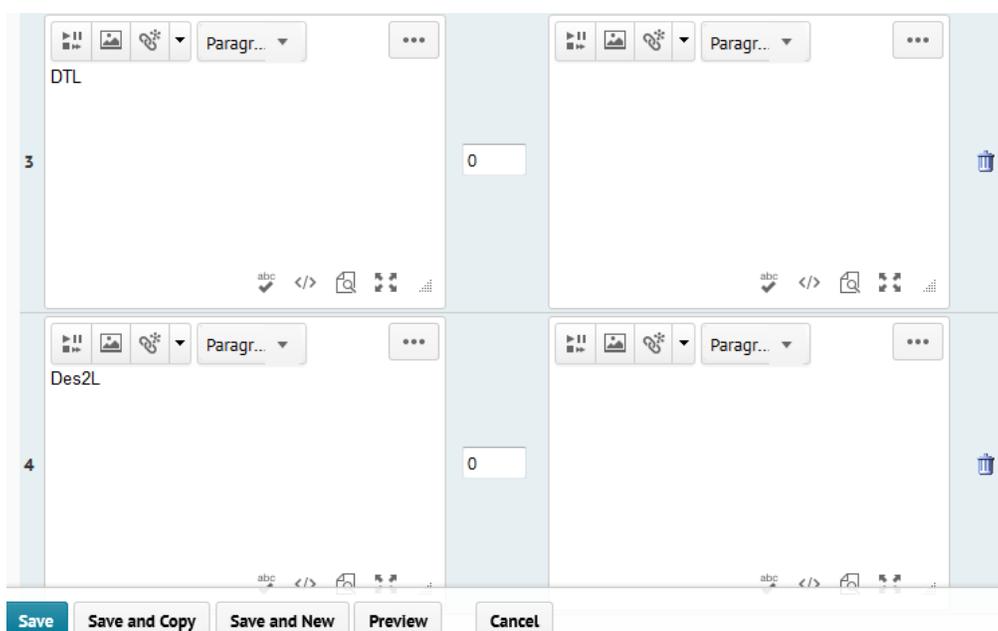
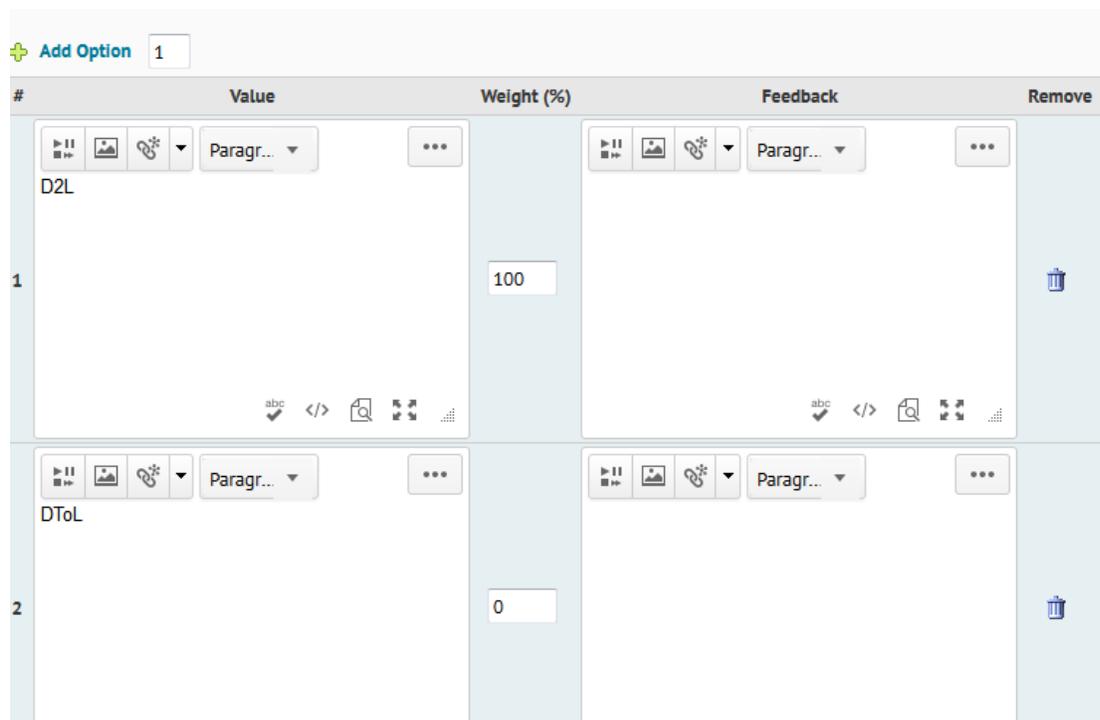
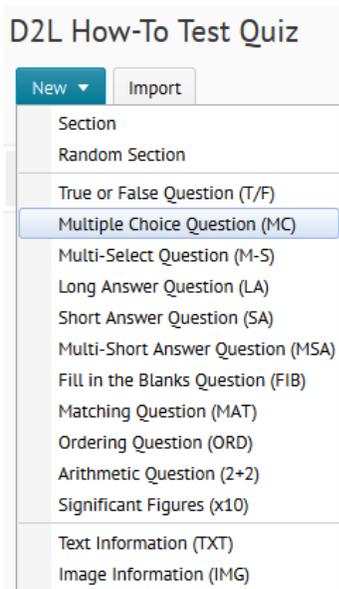
Question Text *

#	Value	Weight (%)	Feedback
1	True	<input type="text" value="100"/>	<input type="text" value=""/>
2	False	<input type="text" value="0"/>	<input type="text" value=""/>

Buttons: Save, Save and Copy, Save and New, Preview, Cancel

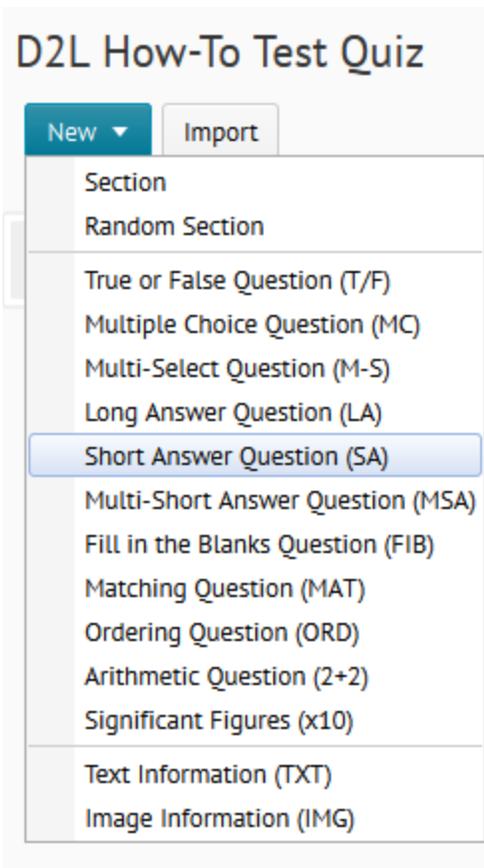
Adding a Question (Multiple Choice)

1. Still under Properties, select Add/Edit Questions
2. Select *Multiple Choice Question* from the drop down menu
3. Change the points that the question is worth if need be
4. Enter the question into the Question Text box
5. Enter the answer options in the left boxes marked Value.
6. Change the correct answer to a weight of 100% & leave the incorrect answers at a weight of 0%
7. Save



Adding a Question (Short Answer)

1. Still under Properties, select Add/Edit Questionions
2. Select *Short Answer Question* from the drop down menu
3. Change the points that the question is worth if need be
4. Enter the question into the Question Text box
5. Enter the answer options in the box marked Answer
6. Change the weight to 100%
7. Save



New Short Answer Question

General

Title (optional)

Points *

Difficulty

Question Text *

Blank # 1: Rows: Columns:

Answer	Weight (%)	Evaluation	Remove
<input type="text" value="Course Home Content Ca"/>	<input type="text" value="100"/>	<input checked="" type="radio"/> Case Insensitive <input type="radio"/> Case Sensitive <input type="radio"/> Regular Expression	<input type="button" value="Remove"/>

Adding a Question (Matching)

1. Still under Properties, select Add/Edit Questions
2. Select *Matching Question* from the drop down menu
3. Change the points that the question is worth if need be
4. Enter the question into the Question Text box
5. Under Choices, enter the choice options in the boxes marked Value
6. Under Matches, enter the match options in the boxes marked Value
7. Under Matches, adjust the numbers listed in the Correct Choice column so that the choices & their matches are correct.
8. Save

D2L How-To Test Quiz

The image shows a screenshot of the D2L interface for adding a new question. At the top, there are two buttons: 'New' (with a dropdown arrow) and 'Import'. Below these is a dropdown menu with the following options:

- Section
- Random Section
- True or False Question (T/F)
- Multiple Choice Question (MC)
- Multi-Select Question (M-S)
- Long Answer Question (LA)
- Short Answer Question (SA)
- Multi-Short Answer Question (MSA)
- Fill in the Blanks Question (FIB)
- Matching Question (MAT)** (highlighted)
- Ordering Question (ORD)
- Arithmetic Question (2+2)
- Significant Figures (x10)
- Text Information (TXT)
- Image Information (IMG)

+ Add Choice 1

#	Value	Remove
1	<p>The D in D2L stands for</p>	
2	<p>The L in D2L stands for</p>	

1	1	1	
2	2	2	

> [Expand question hint](#)

> [Expand question feedback](#)

Save Save and Copy Save and New Preview Cancel

As you add questions to your quiz, this is what it will look like.

D2L How-To Test Quiz

New Import

Move Delete Order Edit Values Publish to LOR

Name (click question name to edit)	Type	Points	Difficulty
? D2L stands for Desire To Lean	T/F	1	1
? What is the acronym for Desire To Learn?	MC	1	1
? Which seven items are found on the red bar in D2L?	SA	7	1
? Match the following	MAT	1	1
Total: 4 Questions			

Move Delete Order Edit Values Publish to LOR

Setting Restrictions

1. Under Restrictions, set the status of the quiz to Active.
2. Set the start & end date/time.
3. Check off the box if you want the quiz displayed in the calendar.
4. Type the length of the quiz in minutes, & check off whether you want it to be enforced & if you want the clock to be shown.
5. Set the grace period
6. Set the late limit
7. Save.

Edit Quiz - D2L How-To Test

Properties **Restrictions** Assessment

Dates and Restrictions

Status: Active

Dates:

- Has Start Date: 3/5/2014 11:00 AM (Canada - Edmonton)
- Has End Date: 3/12/2014 11:00 AM (Canada - Edmonton)
- Display in Calendar

Timing

Time Limit: 60 minutes enforced show clock

Grace Period: 5 minutes before flagged as late

Late Submissions:

- Allow normal submission
- Use Late Limit of 1 minutes
- Auto-Submit Attempt

Advanced Availability

Advanced Availability:

- Allow selected users special access to this quiz
- Allow only users with special access to see this quiz

Add Users to Special Access

Setting Assessment

1. Under Assessment, select if you want the quiz to be graded upon completion by checking off the box.

2. Select how many times you would like students to be able to attempt the quiz by adjusting the number of Attempts Allowed & selecting Apply
3. Save

Edit Quiz - D2L How-To Test Quiz ▾

Properties **Restrictions** **Assessment** **Objectives** **Submission Views**

Assessment

Grade Item
None ▾ [add grade item] ?

Auto Export to Grades
 Allow automatic export to grades ?

Student View Preview
100 % ▾

Rubrics
Add Rubric
No rubrics selected.
[\[Create Rubric in New Window\]](#)

Automatic Grade
 Allow attempt to be set as graded immediately upon completion ?

ePortfolio Artifacts
 Allow users to add the result of this quiz to their ePortfolio ?

Attempts

Attempts Allowed
1 ▾

Preview Quiz

1. Under Manage Quizzes, select the drop down arrow next to the quiz you would like to preview.
2. Select Preview.

[New Quiz](#) [Edit Categories](#) [More Actions](#) ▾

 Bulk Edit

Current Quizzes

[Test Quiz](#) ▾ (inactive)
always

[D2L How-To Test Quiz](#) ▾
Mar 5, 2014 11:00

 Bulk Edit

-  Edit
-  Preview
-  Grade
-  Reports
-  Statistics
-  Publish