

# Quizzes

## Introduction

D2L's robust Quizzes tool is a great way to create and administer online assessments. The tool offers a variety of question types including multiple choice, long answer, fill in the blank, and many more; most of which can be auto-graded by the system. Security features such as the ability to randomize both questions and options and password protecting a quiz are helpful in discouraging cheating.

There are two parts of the Quiz tool - Quizzes and the Question Library. **Quizzes** serve as containers for the questions and have properties such as date and time of availability, release conditions, etc. associated with them. The **Question Library** is a common repository of questions that can be used in multiple quizzes or exams. It is best practice to put questions in the library and import them into the quiz, instead of creating them directly inside the quiz itself. In addition, you *must* use the Question Library if you want to randomize questions in an assessment.

## Four Ways to Populate the Question Library

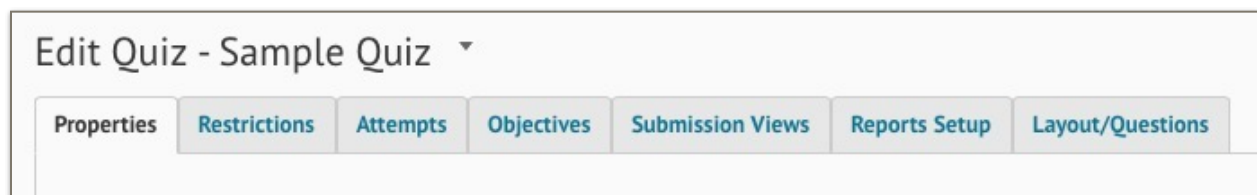
- Create questions in the Quiz or Question Library using D2L's native tools.
- Import questions using Desire2Learn's VERY SPECIFIC text file format.
- Import questions from a publisher (Blackboard cartridges will work).
- Import questions from **Respondus**. See ETS for a license code.

## Sections

- Sections are like file folders in your Question Library and Quiz. They help you to organize your questions. You might choose to create a section containing all questions related to a specific quiz or to a topic such as a "Book Chapter".
- In the Question Library, Sections are also helpful when you are creating a quiz. Instead of importing questions one at a time, you can import a whole section of questions into a quiz at once.
- Sections can have "messages" associated with them that are shared in the test. This can be helpful to describe what the next "set" of questions are going to be about.
- You have to use a **Random Section** in a quiz to build a question pool that D2L will use to select the number of questions you specify for the quiz. A random section's icon is green to identify it as such.

## Quizzes

The **Quizzes** link in the navbar takes you to the listing of current quizzes in the course. They can be viewed by category or availability. Clicking on a quiz name opens the properties editing area.



### Summary of Each Tab

**Properties:** set name, category, grade item, messages, header/footer

**Restrictions:** set date/time of availability, selective release

**Attempts:** set how many attempts allowed, how multiple attempts are graded

**Submission Views:** set how and what students see after completing quiz

**Reports:** set how and what kind of reporting of quiz data

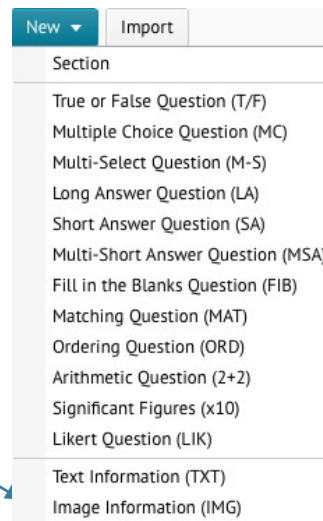
**Layout/Questions:** add/import questions, set order and point values. You can also identify bonus questions here.

## Question Types

### Autograded types

- **True or False/Multiple Choice** (1 correct answer)
- **Multi-Select** (multiple answer/multiple choice)
- **Short Answer/Multi-Short Answer** (must match instructor provided answer)
- **Fill in the Blanks** (must match provided answers)
- **Matching**
- **Ordering**
- **Arithmetic** (uses regular expressions to provide variables in a math question)
- **Significant Figures** (allows answers to be expressed with significant figures)
- **Likert** (useful for survey questions)

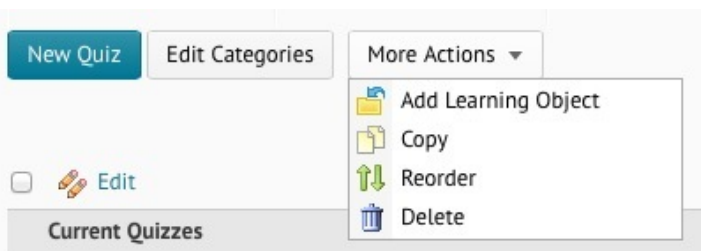
**Information Types**  
are non-graded items that show information or instructions for a section of a quiz



### Instructor Graded types

- Long Answer (essay question)

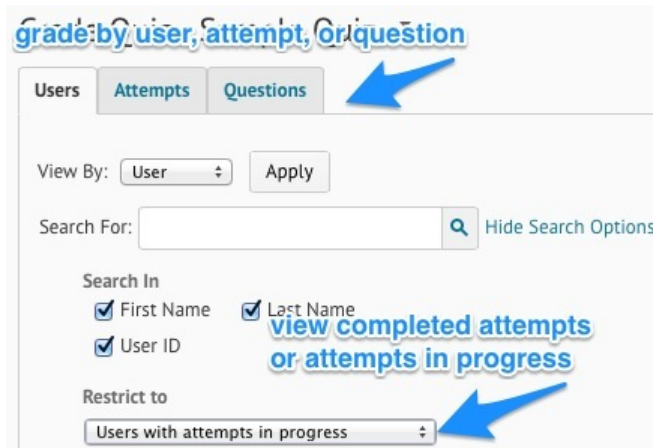
## Quiz Management



- Create new quizzes by clicking the **New Quiz** button. Reorder, delete or copy quizzes by clicking the **More Actions** button.
- Use categories to group similar assessments together in your view.
- Use the **Group Edit** button (two pencils) to quickly change all or a group of quizzes properties such as number of attempts, name and category.

## Grading

- Enter the quiz tool and activate the context menu for the quiz. Select the **Grade** icon (ruler and checkmark).
- You can grade by student, by attempt, and even by question. Use the “by question” option to change a problem question for the entire class.
- You can also view attempts that have been completed as well as those that are still in progress.



## Where Do I?

- **View Student Answers?** Enter the quiz tool and activate the context menu for the quiz. Choose the Grade option. Then, click on the attempt by the student's name to view answers.
- **Delete a student's attempt?** Enter the quiz tool and activate the context menu for the quiz. Choose the **Grade** option. Check the box to the left of the attempt you want to delete and click the trashcan icon at the top or bottom of the attempts list.
- **Set the time/date/attempt length restrictions?** Enter quiz tool, click on quiz name, and navigate to the **Restrictions** tab.
- **Edit/Add Questions to an existing quiz?** Enter quiz tool, click on quiz name, and go to the **Layout/Questions** tab. Then, click on **Add/Edit Questions** button.