



Assessments: Quiz Properties

Because quiz properties encompass all of the possible assessment properties, this section will cover editing quiz properties only. Refer to this section when editing self test and survey properties.

Quiz properties define how a quiz will be delivered to students and how results will be released to students. Properties are grouped into:

- Settings
- Dates Available
- Results Properties
- Submission Properties
- Security Properties
- Custom Instructions

Settings

To edit settings:

1. From the Assessments screen, locate the assessment, in this example, a quiz and, from its ActionLinks menu, click **Edit Properties**.
2. Edit the Title, Description, Item Visibility, and Grade Book column name as required.
3. Select whether you want to *Display question titles to students*.
4. Select *Question delivery*.

Question delivery

- Deliver questions all at once.
- Deliver questions one at a time and allow questions to be revisited.
- Deliver questions one at a time and do not allow questions to be revisited.

5. Select whether you want the assessment to display in the same browser window or a new browser window.
6. Specify the duration of the quiz and whether students are allowed to submit answers when the time has expired.

7. Select the number of *Attempts allowed* for the quiz and whether questions should be randomized in question sets for each attempt.

***Attempts**

Allowed attempts: ▼

Randomize questions in a question set for each attempt

Minimum attempt time: Units: ▼

8. If multiple attempts are allowed, enter the minimum time you want students to wait between attempts.
9. Select the *First*, *Last*, *Highest*, or *Average* attempt to be used for student scores.
10. Choose a *Student score* option.

Student score

- Release the score once the assessment has been submitted.
- Release the score once the assessment has been submitted and all of the questions have been graded.
- Do not release the score.

If multiple attempts are allowed, display the score of the following attempt as the Student's grade: ▼

11. Select whether you want to *Release statistics to students*.

Dates Available

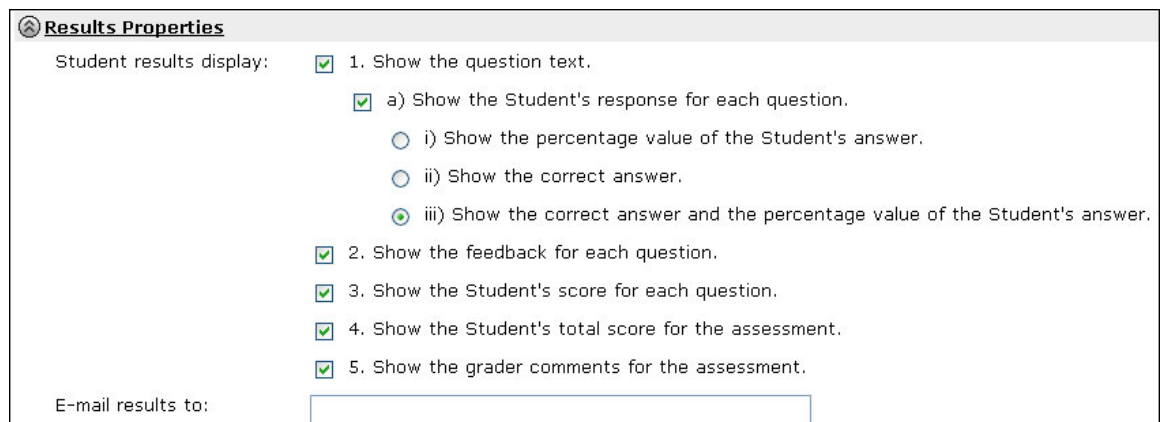
Expand the Dates Available area to set the availability of the quiz. Specify start and end times and select whether you want the quiz to appear as an event in the Calendar tool.

Results Properties

Results Properties allows you to specify how you want students' graded submissions to appear to them. You can have a copy of students' results sent to your external e-mail address.

To specify Results Properties

1. Expand the Results Properties area.
2. Select the *Student results display* settings.
3. If you want results sent to your external e-mail, enter the address.



The screenshot shows the 'Results Properties' dialog box. It has a title bar with a close button and the text 'Results Properties'. Below the title bar, there is a section labeled 'Student results display:' followed by a list of five options, each with a checkbox. The first option is '1. Show the question text.' with a checked checkbox. The second option is 'a) Show the Student's response for each question.' with a checked checkbox. The third option is 'i) Show the percentage value of the Student's answer.' with an unchecked radio button. The fourth option is 'ii) Show the correct answer.' with an unchecked radio button. The fifth option is 'iii) Show the correct answer and the percentage value of the Student's answer.' with a selected radio button. Below these options are three more options, each with a checked checkbox: '2. Show the feedback for each question.', '3. Show the Student's score for each question.', and '4. Show the Student's total score for the assessment.'. At the bottom, there is a fifth option '5. Show the grader comments for the assessment.' with a checked checkbox. Below the list of options is a label 'E-mail results to:' followed by an empty text input field.

Submission Properties

To specify Submission Properties for the quiz:

1. Expand the Submission Properties area.
2. Enter the *Submission message* you want students to receive when they submit their quiz (optional).
3. If you want student submissions sent to your external e-mail, enter the address.

Submission Properties

Submission message:

E-mail submissions: Send a copy of each Student's submission via e-mail to:

Security Properties

To make testing more secure, you can require students to enter a password in order to access the assessment.

If you want students to complete an assessment in a campus computer lab, specify an IP address for students' computers. This prevents access from any other computers.

To specify Security Properties:

1. Expand the Security Properties area and enter the Proctor password (if desired).
2. If you want to specify an IP address that students' machines must match in order to access the assessment, enter the IP address.
3. If students' computers do not need to match the entire IP address (such as a computer lab), in the corresponding IP address mask text boxes, enter 255 in the portions that must match and 0 in the portions that do not need to match.

Security Properties

Proctor password:

A Student must enter the password to access the assessment.

IP address:

IP address mask:

If Students' machines must match portions of the specified IP address, enter 255 in the corresponding mask text boxes. If Students' machines do not need to match portions of the specified IP address, enter 0 in the corresponding mask text boxes.

In this example, students' computers must have an IP address beginning with 66.132.

4. Click **Save**. The Assessments screen appears.

Custom Instructions

You can write custom instructions to your assessments. You can use this area to provide unique directions that are displayed at the top of the assessment.

To write custom instructions, expand the Custom Instructions area and enter the instructions in the field provided.

You can choose to display the custom instruction on every question when questions are delivered one at a time.

Custom Instructions

Custom instructions will appear at the top of the assessment and be visible to all users.

Use HTML

Display custom assessment instructions on every question when questions are delivered one at a time.