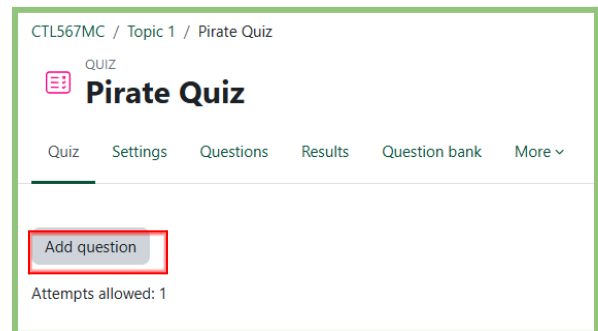


Creating Quiz Questions

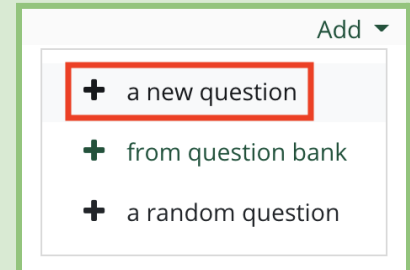
This document will show you how to create the five most used question types on EduCat as well as two methods of adding quiz questions from a question bank.

1. Begin by logging in to EduCat and turning **editing on** in your course
2. Scroll down to the section containing the Quiz to which you would like to **add the questions**, and click the title of the quiz.

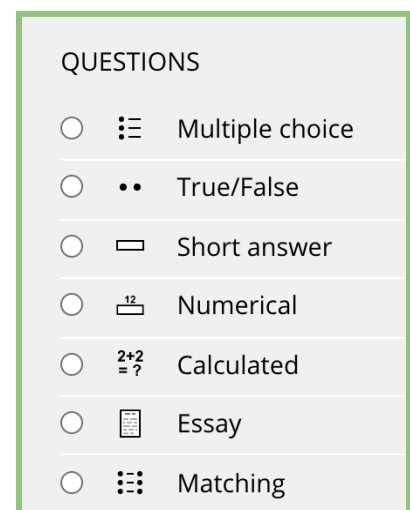
3. On the **Quiz** tab, click the **Add question** button. If you have previously added questions to your quiz, and want to add more, you will need to select the **Questions** tab.



4. Click the **Add** dropdown menu on the right side of the screen, and choose **a new question**.

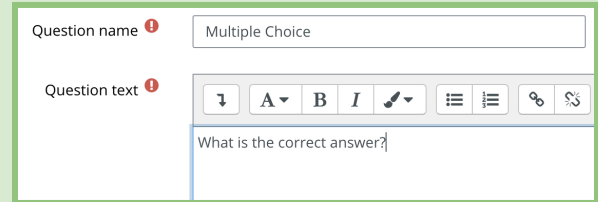


5. In the window that comes up, **choose** the type of question you would like to create, and click the **Add** button.



Multiple Choice

1. When creating a multiple choice question, first you must **add** a title and the question text

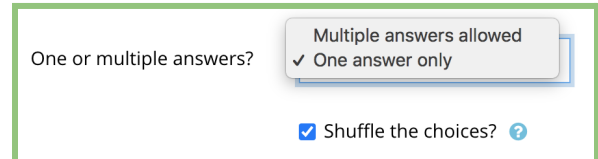


Question name ⓘ Multiple Choice

Question text ⓘ

What is the correct answer?

2. Choose one answer only or multiple answers (for a "select all that apply" question), and if you would like the choices shuffled.

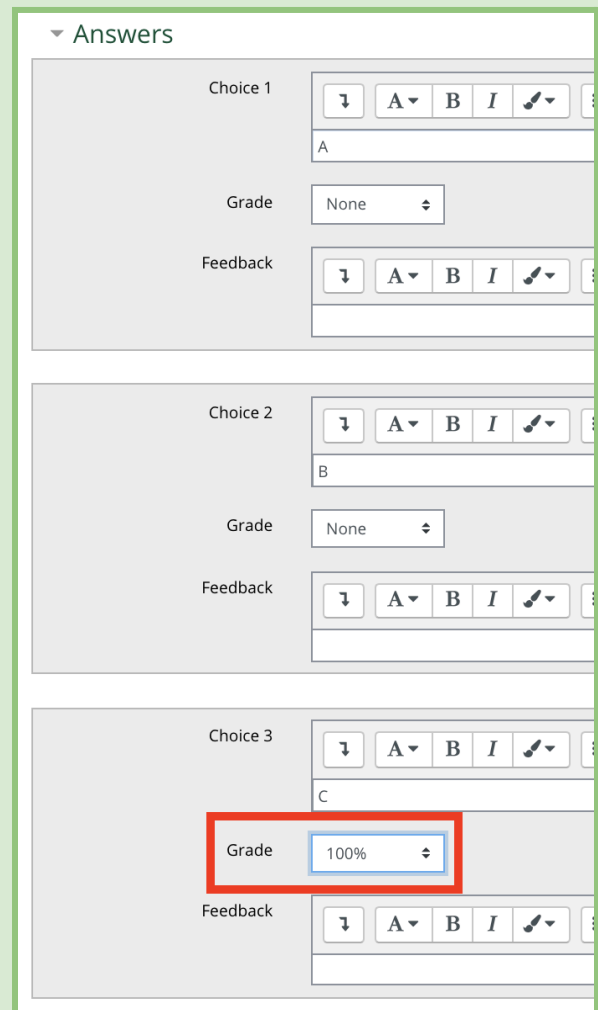


One or multiple answers?

Multiple answers allowed
✓ One answer only

☒ Shuffle the choices? ⓘ

3. **Add** the answers, and set at least one to be worth 100% (the correct answer). You can give partial credit for other answers if desired



▼ Answers

Choice 1

A

Grade None ▾

Feedback

Choice 2

B

Grade None ▾

Feedback

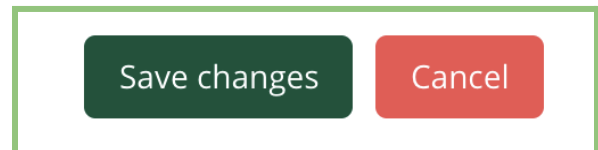
Choice 3

C

Grade 100% ▾

Feedback

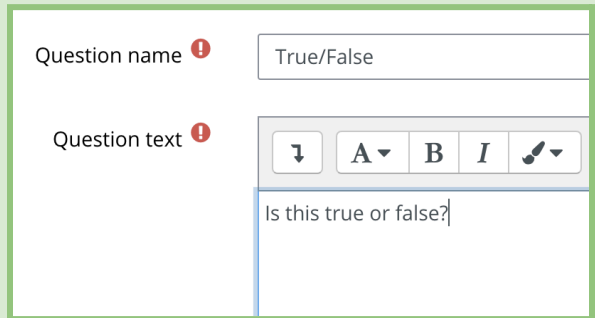
4. **Save Changes.**



Save changes Cancel

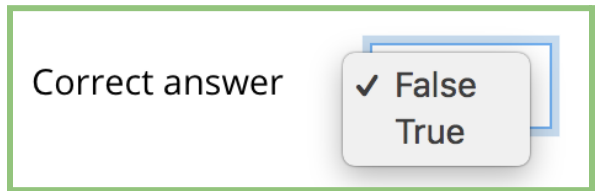
True/False

1. **Add** a question name and question text.



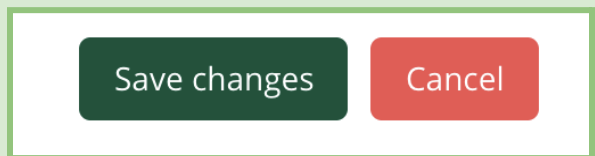
The screenshot shows the 'Question name' field with the text 'True/False' and a red warning icon. Below it, the 'Question text' field has a rich text editor toolbar with options for bold, italic, and text color, and a text area containing the question 'Is this true or false?'.

2. **Set** whether the correct answer is true or false.



The screenshot shows the 'Correct answer' field with a dropdown menu open, displaying 'False' as the selected option with a checkmark, and 'True' as the other available option.

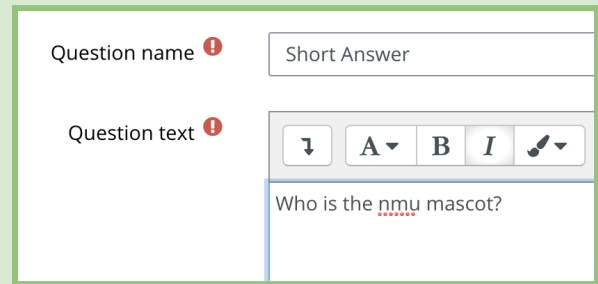
3. **Save changes.**



The screenshot shows two buttons: a dark green 'Save changes' button and a red 'Cancel' button.

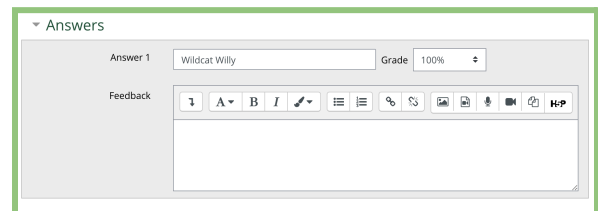
Short Answer

1. **Add** a question name and question text.



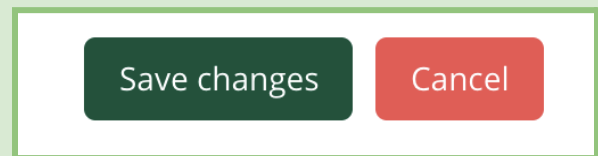
The screenshot shows the 'Question Editor' interface. The 'Question name' field contains 'Short Answer'. The 'Question text' field contains 'Who is the nmu mascot?'. The text 'nmu' has red dots underneath the 'u', indicating a spelling correction suggestion. The interface includes a toolbar with icons for undo, redo, bold, italic, and a text color picker.

2. **Add** the correct answer, and change the grade for that answer to 100%. Use additional answer boxes for any acceptable alternative answers.



The screenshot shows the 'Answers' section of the question editor. It displays 'Answer 1' with the text 'Wildcat Willy'. The 'Grade' is set to '100%'. Below the answer field is a 'Feedback' field with a rich text editor toolbar.

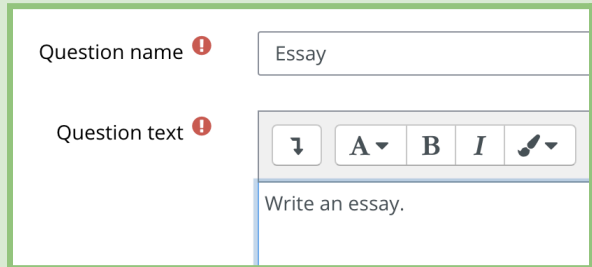
3. **Save changes.**



The screenshot shows two buttons: a green 'Save changes' button and a red 'Cancel' button.

Essay

1. **Add** a question name and question text.



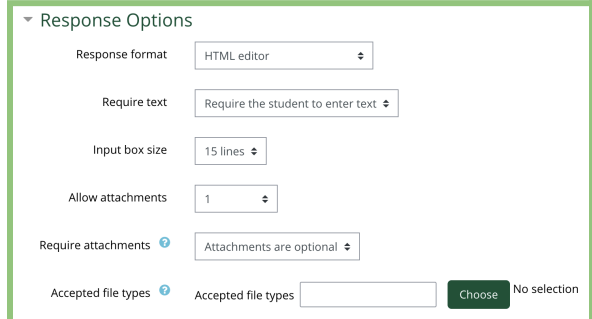
Question name ⓘ Essay

Question text ⓘ

Write an essay.

The screenshot shows the 'Question name' field with the text 'Essay' and a red information icon. Below it, the 'Question text' field has a rich text editor toolbar with icons for bulleted list, text color, bold, italic, and link, followed by a text area containing the placeholder text 'Write an essay.'

2. Under **response options**, set the format, if you want text required, how many lines of text you would like to allow students to attach documents, and how many documents they can attach, along with what type of documents.



▼ Response Options

Response format HTML editor

Require text Require the student to enter text

Input box size 15 lines

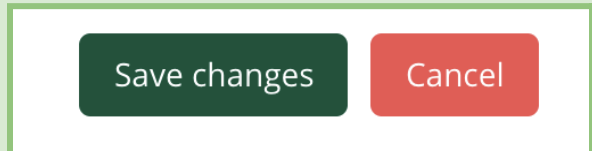
Allow attachments 1

Require attachments ⓘ Attachments are optional

Accepted file types ⓘ Accepted file types Choose No selection

The screenshot shows the 'Response Options' section. It includes dropdown menus for 'Response format' (HTML editor), 'Require text' (Require the student to enter text), 'Input box size' (15 lines), and 'Allow attachments' (1). There is also a 'Require attachments' section with a dropdown set to 'Attachments are optional' and an 'Accepted file types' section with a text input, a 'Choose' button, and a 'No selection' option.

3. **Save changes**

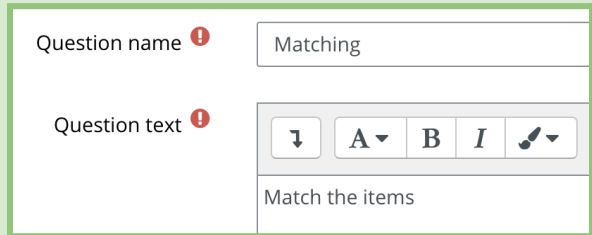



Save changes Cancel






The screenshot shows two buttons: a green 'Save changes' button and a red 'Cancel' button.

Matching

1. **Add** a question name and question text.

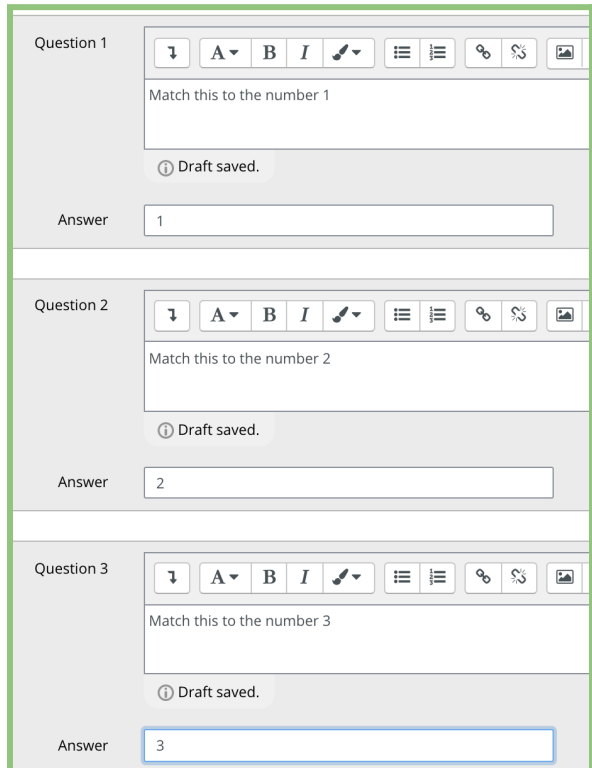









Question name  Matching

Question text     


Match the items

2. **Add questions** and their matches in the corresponding answer boxes. (**Note:** You must provide at least two questions and three answers. You can provide extra wrong answers by giving an answer with a blank question. Entries where both the question and the answer are blank will be ignored.) Answers will be shuffled when the question is previewed or displayed on a quiz attempt.










Question 1       


Match this to the number 1

 Draft saved.








Answer 1

Question 2       


Match this to the number 2

 Draft saved.

Answer 2

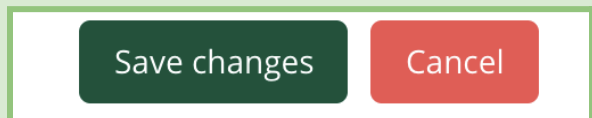
Question 3       



Match this to the number 3

 Draft saved.

Answer 3

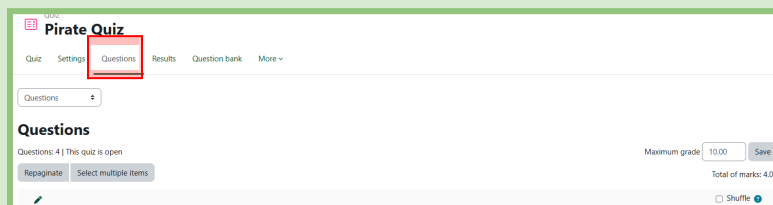
3. **Save changes.**



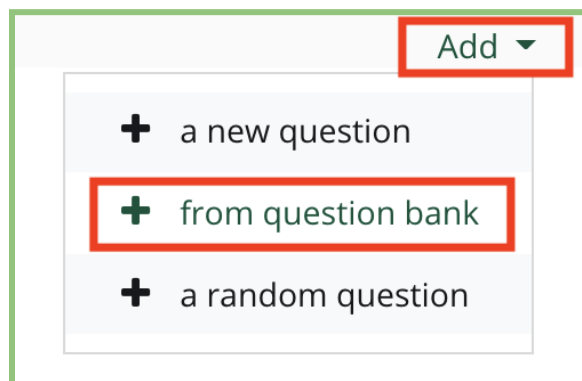
 

Adding Quiz Questions from Question Bank

1. Go to your quiz, and select the **Questions** tab.



2. If you would like to add specific questions to the quiz, click the **Add** drop-down menu, and select **from question bank**.

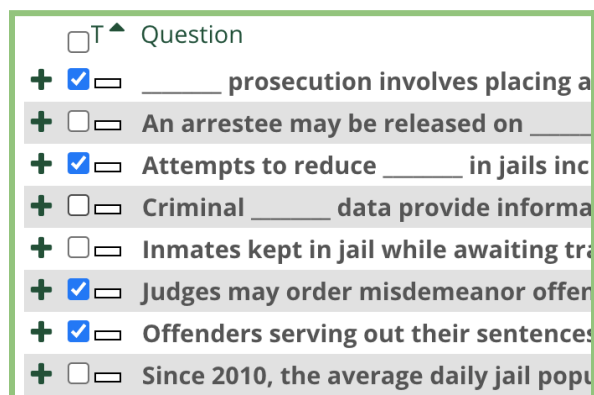


3. Choose the **category** you would like to take questions from.

Add from the question bank at the end

Select a category: Chapter 10 Short Answer Questions (14) ▾

4. **Choose** what questions you would like from the category. You can do this by checking off the box to the left of the question. You can select all questions in the category by checking the box at the top of the left hand column.

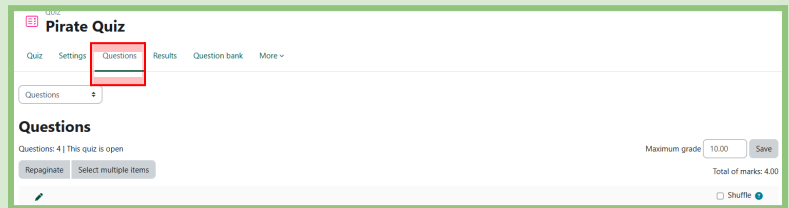


5. At the bottom, click on **Add selected questions to the quiz**.

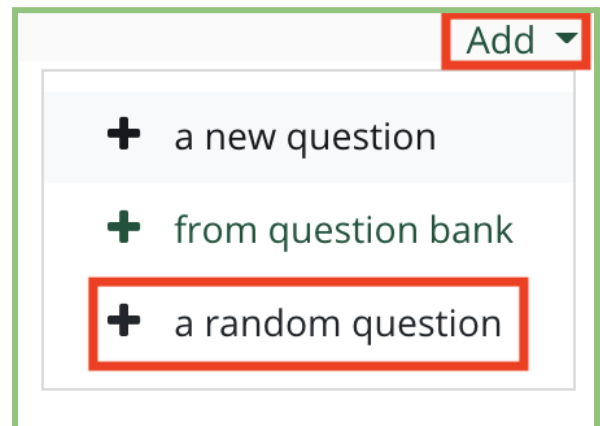
Add selected questions to the quiz

Adding Random Quiz Questions

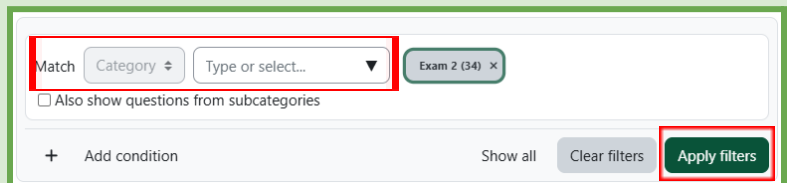
1. Go to your quiz, and select the **Questions** tab.



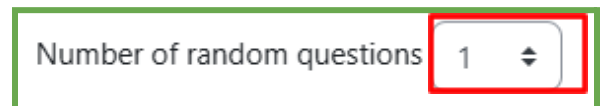
2. If you would like to add random questions to the quiz, click the **Add** drop-down menu, and select **a random question**.



3. Choose the **Category** you would like questions pulled from, then choose **Apply Filters**.



4. Scroll to the bottom of the questions that populate, then choose the **number of random questions**.



5. At the bottom, click on **Add random question**.

