

QuickGuide

Choice - External

Summary:

- What is the Choice activity
- How to set up the Choice
- How do students use Choice

What is Choice	Information: The choice activity module enables a teacher to ask a single question and offer a selection of possible responses. Choice results may be published after students have answered, after a certain date, or not at all. Results may be published with student names or anonymously (though teachers always see student names and their responses).
How do I add the Choice tool to LearningHub	How to: • Go to course • Turn editing on • Click on add an activity/resource • In the activity tab, select Choice • General ◦ Name the choice activity ◦ Choice to show the choices horizontally or vertically • Options ◦ Allow choice to updated once submitted (yes/no) ◦ Allow more than one choice (yes/no) ◦ Limit the number of responses ■ Yes - only a specific number of participants could choose this option: use this if you are setting up choice as a way for the student to make an appointment with you ■ No - this allows for as many to choose this option as in the course. Use this for polling the students • Put in the options for choosing • Select the dates when the responses will be taken • Results

	○ Choose if you want the results published ○ Show column for unanswered - show those that did not do the activity ○ Include responses from inactive/suspended users - leave this set on no ● Select who should see the notes from the meetings ● Click Save and return to course
How do the students schedule make choices	How to:  Which do you want to do for the final exam  Not answered ● Click on the choice activity ● Click their choice ○ This is the horizontal display ● Click Save my choice ● If you allow the students to edit their choice, the option to Remove my choice and remake the choice will be available. The results of this activity will not be published after you answer. ○ have a test ○ 15 minute speech ○ Research paper
How do I view the responses	How to: View 1 responses ● Click on the scheduling assignment ● Click on View (#) responses ● Options to just view the report or you can choose all of the responses and download them into an excel file
Additional Resources	● xxx