

Myplace Quiz Checklist – A non-exhaustive guide

Setting up the quiz properties

In the Myplace section in which you want the quiz to appear click on “Add an activity” and select “quiz” from the drop-down menu.

Give it a name. Then set the parameters of the quiz according to below. Choose others if you wish, but these produce an acceptable quiz.

Timing: Enable “Open the quiz” and “Close the quiz” and set these times.
Set “When time expires” to “Open attempts are submitted automatically”

Grade: Set “attempts allowed” to 1

Layout: Click “Show more”, and make sure navigation method is set to “Free”. This allows students to go freely back and forward in the quiz, answering questions in any order.

Question behaviour: set “Shuffle within questions” to “yes”, unless you don’t care about this. It changes the display order of multiple choice answers for different students.

Review Options: suggest that you untick as much as you can if this is an assessment quiz.

Restrict Access: Click “Add restriction”, “Date” then Student must match the following Date **from** same time as “Open the quiz” under timing above.

Then same again with

Date **to** same time as “Close the quiz” under timing above.

Then Save and return to class.

Detailed properties

Click on the quiz, then “Edit quiz”.

On the RHS there is an “Add”. Click on it and add and write a new question or add questions from the bank if you have already written some. On my browser “Add” is unhelpfully hidden under “Shuffle”.

After you have added all your questions set the maximum grade for the quiz (set to 100 for percentage). The total number of marks of all your questions will be rescaled to this.

Save the quiz.

Go back to the main class page and try the quiz as many times as you want. Check the wrong and right answers give the correct number of marks. Ask someone else to do the quiz.

When they have finished, check the results: Click on the quiz, then “Results” on the LHS. You can check their scores and how they answered individual questions to see how the quiz is behaving and how the students are.

Version 1: JJ and KL, July 2020. Feel free to change/add