

Building and Managing Your Quiz

When creating a quiz it is important to remember there are two main parts; creating the quiz 'front cover' and the questions themselves – which are stored in the question bank. This article will show you how to add questions to the quiz, some basic editing and obtaining statistics about your quiz.

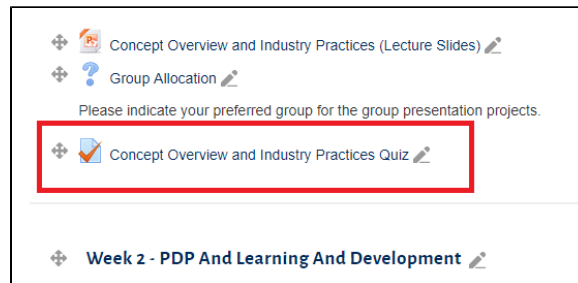
We recommend [Creating a Quiz](#) first then proceeding with these instructions.

- [Adding Questions To Your Quiz](#)
- [Reordering / Editing a Quiz](#)
- [Quiz Statistics Report](#)
- [Related Articles](#)

Adding Questions To Your Quiz

1) [Create your quiz](#) first if you haven't already

2) To add your questions to your quiz, first navigate to the your quiz page



3) Select 'edit quiz' from the administration tab

Administration

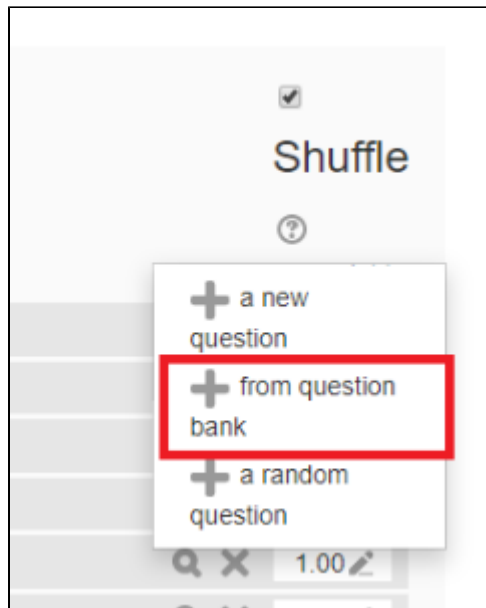
- Quiz administration
 - Edit settings
 - Group overrides
 - User overrides
 - Edit quiz**
- Preview
- Results
 - Locally assigned roles
 - Permissions
 - Check permissions
 - Filters
 - Logs
 - Backup
 - Restore
- Question bank
- Class administration

4) Select the 'add' drop down button and select 'from question bank'. To select randomly refer to [Creating a Randomised Quiz](#)

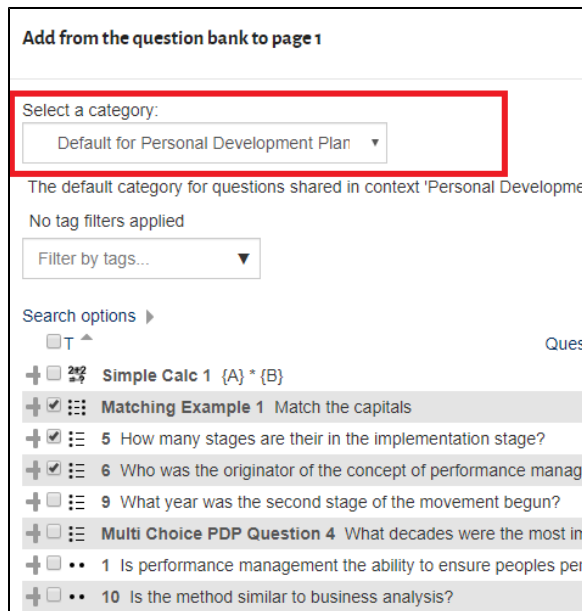
Maximum grade **Save**

Total of marks: 11.00

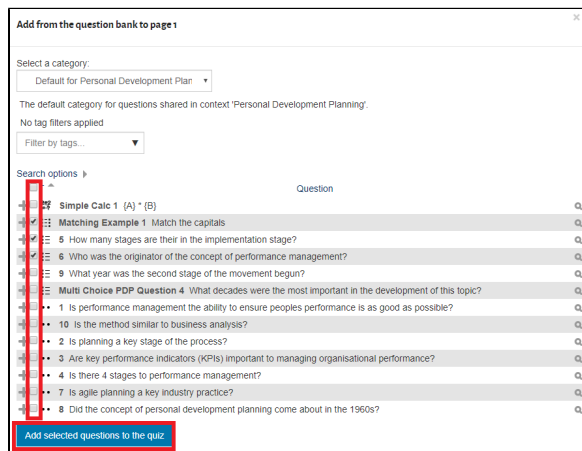
Shuffle



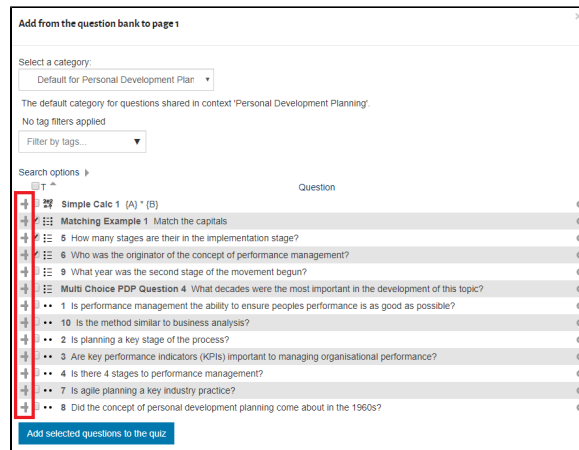
5) Select the category from which you want to select questions from



6) Add multiple questions by: You can then select multiple questions by selecting the check boxes then the 'add selected questions to the quiz'

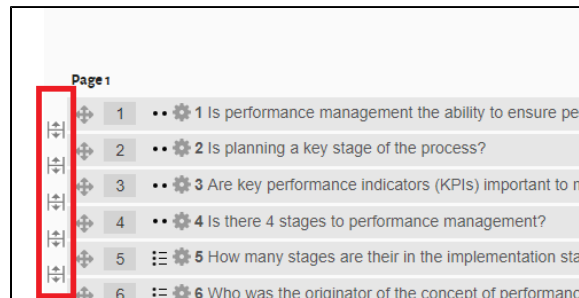


Or add one at a time by clicking the '+' sign on the left of the quiz question

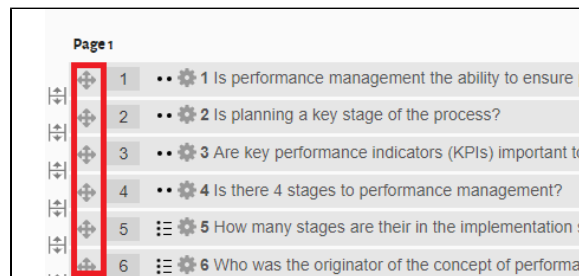


Reordering / Editing a Quiz

- 1) You can also edit the quiz once it is populated with questions by going to 'edit quiz' when on the quiz page
- 2) The page break button adds page breaks



- 3) There is a drag and drop button to reorder questions as well

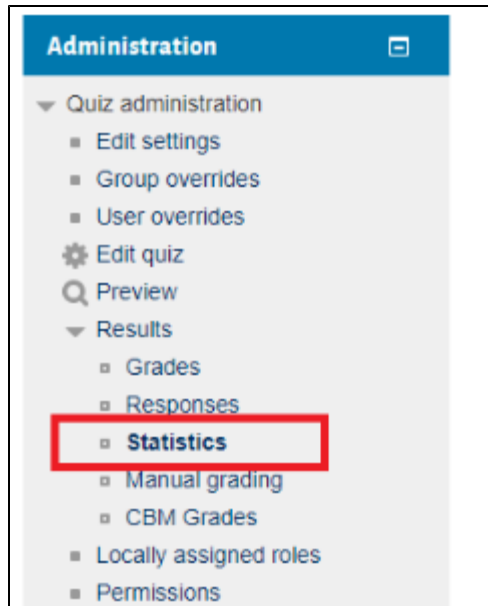


For information on [importing questions](#) click here and for [exporting](#) click here

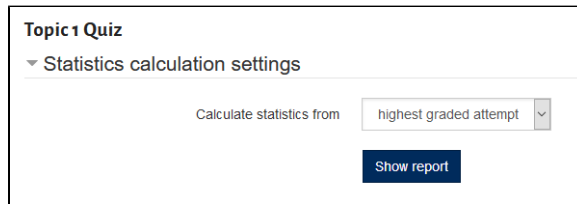
Quiz Statistics Report

Once your quiz has been completed by students you can also access a more in-depth statistics report.

- 1) This can be done by first navigating to the quiz page then in the Quiz Administration box selecting 'Results' and then 'Statistics'.



2) Select where you want the statistics calculated from on the drop down menu and then click show report



3) A report similar to this should be produced

The screenshot shows a 'Quiz information' report for 'Water Tester Quiz'. The report includes a 'Download full report as' dropdown set to 'a comma separated values text file'. The table below contains the following data:

Quiz name	Water Tester Quiz
Course name	Water!
Number of complete graded first attempts	23
Total number of complete graded attempts	31
Average grade of first attempts	50.43%
Average grade of all attempts	55.48%
Median grade (for first attempts)	40.00%
Standard deviation (for first attempts)	15.81%
Score distribution skewness (for first attempts)	0.5274
Score distribution kurtosis (for first attempts)	-0.2490
Coefficient of internal consistency (for first attempts)	12.66%
Error ratio (for first attempts)	93.46%
Standard error (for first attempts)	14.77%

Screenshot: Moodle ©

[More information here on Quiz Statistics](#)

Related Articles

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 - [quiz](#)
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- [Quiz - Allowing Students extra time or more attempts](#) (Myplace Support)
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 - [staff](#)
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 - [attempts](#)

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 - [bank](#)
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