NCKU Moodle Instruction Manual – Quiz

I. Add Quiz .......................................................................................................................... 2

II. Setting ............................................................................................................................. 4
1. General .......................................................................................................................... 4
2. Timing ............................................................................................................................ 4
3. Grade ............................................................................................................................. 5
4. Layout ............................................................................................................................ 5
5. Question behavior ........................................................................................................ 6
6. Review options ............................................................................................................. 6
7. Extra restrictions on attempts ..................................................................................... 7
8. Overall feedback .......................................................................................................... 8

III. Edit Quiz content ......................................................................................................... 8
4. Enter quiz editing page ................................................................................................. 8
5. Add new question ......................................................................................................... 10
3. Add a random question ............................................................................................... 10
4. Select questions from question bank .......................................................................... 11

IV. Quiz Ordering and Paging ............................................................................................ 14
2. Ordering question ......................................................................................................... 15
3. Insert page ................................................................................................................... 15
3. Automatic paging ......................................................................................................... 16

V. Quiz Preview .................................................................................................................. 16

VI. Quiz Result and Statistics ............................................................................................ 18
1. Grades ........................................................................................................................... 18
2. Responses ..................................................................................................................... 20
3. Statistics ....................................................................................................................... 23
4. Manual grading ............................................................................................................ 26

VII. Contact Us .................................................................................................................... 29
The quiz activity enables a teacher to create quizzes comprising questions of various types, including multiple choice, matching, short-answer and numerical.

The teacher can allow the quiz to be attempted multiple times, with the questions shuffled or randomly selected from the question bank. A time limit may be set.

Each attempt is marked automatically, with the exception of essay questions, and the grade is recorded in the gradebook.

The teacher can choose when and if hints, feedback and correct answers are shown to students.

I. Add Quiz

1. Click “Turn editing on” button in the course page.

2. Click “Add an activity or resource” link.
3. Open "Add an activities or resources" menu → Select "Quiz" and press the "Add" button
II. Setting

1. General

(1) Name
The name of the quiz, it will show on the course page

(2) Description
Describe the quiz content and can insert image or hyperlink

2. Timing

(1) Open the quiz / Close the quiz
Students can only start their attempt(s) after the open time and they must complete their attempts before the close time.

(2) Time limit
If enabled, the time limit is stated on the initial quiz page and a countdown timer is displayed in the quiz navigation block.
3. Grade

![Grade settings diagram]

(1) Attempts allowed
Allow the attempts times, it can be set 1~10 times

(2) Grading method
When multiple attempts are allowed, the following methods are available for calculating the final quiz grade:
- Highest grade of all attempts
- Average (mean) grade of all attempts
- First attempt (all other attempts are ignored)
- Last attempt (all other attempts are ignored)

4. Layout

![Layout settings diagram]

(1) Question order
Set the layout of the quiz, it can be set as “Shuffled randomly” or “As shown on the edit screen”

(2) New page
For longer quizzes it makes sense to stretch the quiz over several pages by limiting the number of questions per page.
5. Question behavior

(1) Shuffle within questions

If enabled, the parts making up each question will be randomly shuffled each time a student attempts the quiz, provided the option is also enabled in the question settings.

(2) How questions behave

Students can interact with the questions in the quiz in various different ways. For example, you may wish the students to enter an answer to each question and then submit the entire quiz, before anything is graded or they get any feedback. That would be 'Deferred feedback' mode.

Alternatively, you may wish for students to submit each question as they go along to get immediate feedback, and if they do not get it right immediately, have another try for fewer marks. That would be 'Interactive with multiple tries' mode.

Those are probably the two most commonly used modes of behavior.

6. Review options
These options control what information students can see when they review a quiz attempt or look at the quiz reports.

- **During the attempt**
  
  Settings are only relevant for some behaviors, like 'interactive with multiple tries', which may display feedback during the attempt.

- **Immediately after the attempt**
  
  After 'Submit all and finish' is clicked.

- **Later, while the quiz is still open**
  
  After submitting quiz and before the quiz close date.

- **After the quiz is closed**
  
  After the quiz close date has passed. If the quiz does not have a close date, this state is never reached.

7. **Extra restrictions on attempts**

![Extra restrictions on attempts]

(1) **Require password**

If a password is specified, a student must enter it in order to attempt the quiz.

(2) **Require network address**

Quiz access may be restricted to particular subnets on the LAN or Internet by specifying a comma-separated list of partial or full IP address numbers.

It can be set as three type of IP address:

- **Static IP address**: For example, 192.168.10.1
8. Overall feedback

The feedback is text that is shown after a quiz has been attempted. By specifying additional grade boundaries (as a percentage or as a number), the text shown can depend on the grade obtained.

III. Edit Quiz content

4. Enter quiz editing page
   1. Click the quiz name to access the quiz page
   2. Administration block → Quiz administration → Edit quiz
3. Quiz edited page, set the highest grade and each point of quiz. Click the icon to edit/preview/delete/reorder the question.
5. Add new question
   1. Click “Add a question”, it can add new question to the quiz and to the question bank as well.

   ![Editing quiz: N96041070](image)

   2. Select the type of the question, please refer to “Question” document

   ![Choose a question type to add](image)

3. Add a random question
   2. When a random question is added, it results in a randomly-chosen question from the category being inserted into the quiz.
4. Select the question category and click “Add random question” button

4. Select questions from question bank
   Teacher can manually select the question from the question bank to the quiz.
   1. Click the “show” link to expand the content
2. Select a category from Drop-down menu
3. Select the question and click “Add to quiz” button, the question will be added to quiz. It can also add random question.
IV. Quiz Ordering and Paging

The numbers opposite each question indicate the order of the questions. To add page breaks after particular questions, tick the checkboxes next to the questions then click the "Add new pages after selected questions" button.
2. Ordering question

The question can be moved up or down and can be ordered according to the number.

3. Insert page

1. Select the question (you want to insert page after it).

2. The result of inserting
3. **Automatic paging**

Beside manually insert pages, you can set the number of questions per page.

1. Click “Repaginate” button

2. Select the number of question per page and press “GO” button

V. **Quiz Preview**

You can use preview feature to view the content after adding the question

1. Click the name of the quiz to enter the quiz page
2. Administration block → Quiz administration → Preview
VI. Quiz Result and Statistics

Teacher can view the quiz result and answer record.

Click the name of the quiz to enter the quiz page

![Quiz Result and Statistics Diagram]

1. Grades

"Grades" lists all students’ quiz result

(1) Administration block → Quiz administration → Result → Grades

(2) Setting the filter conditions and click “Show report” button
(3) If the correct answer has been modified, click “Regrade All” button to re-grade. Also can delete the answer record by select student’s record and click “Delete selected attempts” button.
2. Responses

The responses list all answer and the point in each question

1. Administration block → Quiz administration → Result → Responses

<table>
<thead>
<tr>
<th>First name</th>
<th>ID number</th>
<th>State</th>
<th>Started on</th>
<th>Completed</th>
<th>Time taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>試用帳號02</td>
<td>test02</td>
<td>Finished</td>
<td>8 October 2014 10:43 AM</td>
<td>8 October 2014 10:43 AM</td>
<td>12 secs</td>
</tr>
<tr>
<td>試用帳號01</td>
<td>test01</td>
<td>Finished</td>
<td>8 October 2014 10:44 AM</td>
<td>8 October 2014 10:44 AM</td>
<td>12 secs</td>
</tr>
<tr>
<td>試用帳號06</td>
<td>test06</td>
<td>Finished</td>
<td>8 October 2014 10:45 AM</td>
<td>8 October 2014 10:45 AM</td>
<td>7 secs</td>
</tr>
<tr>
<td>試用帳號10</td>
<td>test10</td>
<td>Finished</td>
<td>8 October 2014 11:30 AM</td>
<td>8 October 2014 11:30 AM</td>
<td>11 secs</td>
</tr>
<tr>
<td>試用帳號10</td>
<td></td>
<td>In progress</td>
<td>1 October 2015 1:34 PM</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Overall average

Select all / Deselect all
Regrade selected attempts
Delete selected attempts

Showing graded and ungraded attempts for each user. The one attempt for each user that is graded is highlighted. The grading method for this quiz is Highest grade.
2. Setting the filter conditions and click “Show report” button

3. Show the list and click “review” link to show details
<table>
<thead>
<tr>
<th>First name</th>
<th>ID number</th>
<th>State</th>
<th>Response 1</th>
<th>Response 2</th>
<th>Response 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>試用帳號 02 Review attempt</td>
<td>test02</td>
<td>Finished</td>
<td>× 旗子</td>
<td>✓ 線上測驗；課程報告</td>
<td>✓ 對</td>
</tr>
<tr>
<td>試用帳號 01 Review attempt</td>
<td>test01</td>
<td>Finished</td>
<td>✓ 作業</td>
<td>✓ 線上測驗；課程匯入</td>
<td>× 錯誤</td>
</tr>
<tr>
<td>試用帳號 06 Review attempt</td>
<td>test06</td>
<td>Finished</td>
<td>✓ 作業</td>
<td>✓ 線上測驗；課程匯入；課程報告</td>
<td>× 錯誤</td>
</tr>
<tr>
<td>試用帳號 10 Review attempt</td>
<td>test10</td>
<td>Finished</td>
<td>× 線上遊戲</td>
<td>✓ 線上測驗；課程匯入；課程報告</td>
<td>✓ 對</td>
</tr>
<tr>
<td>試用帳號 10 Review attempt</td>
<td></td>
<td>In progress</td>
<td>作業</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
3. Statistics

“Statistics” show student’s answer and analysis with correct rate, standard deviation. This provide teacher the important reference index.

1. Administration block → Quiz administration → Result → Statistics
2. Set the calculate statistics from

3. Show the statistics result
### Quiz information

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Quiz name</strong></td>
<td>測驗2</td>
</tr>
<tr>
<td><strong>Course name</strong></td>
<td>試用課程05</td>
</tr>
<tr>
<td><strong>Number of complete graded first attempts</strong></td>
<td>4</td>
</tr>
<tr>
<td><strong>Total number of complete graded attempts</strong></td>
<td>4</td>
</tr>
<tr>
<td><strong>Average grade of first attempts</strong></td>
<td>65.00%</td>
</tr>
<tr>
<td><strong>Average grade of all attempts</strong></td>
<td>65.00%</td>
</tr>
<tr>
<td><strong>Average grade of last attempts</strong></td>
<td>61.67%</td>
</tr>
<tr>
<td><strong>Average grade of highest graded attempts</strong></td>
<td>65.00%</td>
</tr>
<tr>
<td><strong>Median grade (for highest graded attempt)</strong></td>
<td>65.00%</td>
</tr>
<tr>
<td><strong>Standard deviation (for highest graded attempt)</strong></td>
<td>9.13%</td>
</tr>
<tr>
<td><strong>Score distribution skewness (for highest graded attempt)</strong></td>
<td>0.0000</td>
</tr>
<tr>
<td><strong>Score distribution kurtosis (for highest graded attempt)</strong></td>
<td>-3.3000</td>
</tr>
<tr>
<td><strong>Coefficient of internal consistency (for highest graded attempt)</strong></td>
<td>-900.02%</td>
</tr>
<tr>
<td><strong>Error ratio (for highest graded attempt)</strong></td>
<td>316.23%</td>
</tr>
<tr>
<td><strong>Standard error (for highest graded attempt)</strong></td>
<td>28.87%</td>
</tr>
</tbody>
</table>
4. Manual grading

If there is an essay question in the quiz, it will need manual grading

1. Administration block → Quiz administration → Result → Manual grading

2. List the manual question and click “grade” link
Questions that need grading

Also show questions that have been graded automatically

<table>
<thead>
<tr>
<th>Q #</th>
<th>Question name</th>
<th>To grade</th>
<th>Already graded</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>心得</td>
<td>1 grade</td>
<td>0</td>
<td>1 grade all</td>
</tr>
</tbody>
</table>

3. After grading, click “Save and jump to next page” to save the result
Grading question 1: 心得

Back to the list of questions

Options

- Attempts to grade: Those that need grading (1)
- Questions per page: 5
- Order attempts: Randomly

Grade and feedback

Grade and feedback

Grading attempts 1 to 1 of 1

Attempt number 1 for 試用帳號01 (test01)

Question 1

Complete

Marked out of 100.00

Comment

Path: p

Mark: [enter mark] out of 100.00

Save and go to next page
VII. Contact Us

If you have any questions and suggestions about the system, please contact Teaching & Learning Technology Division, Extension 61024、61029.