# Using Quizzes in DotED (Part 1)

The **Quiz** activity in **DotED** is a robust tool that can be utilized to create assessments using an enormous array of question types and formats. This **2 part** tutorial covers how to create a multiple choice quiz but the steps apply to all of the other question types as well.
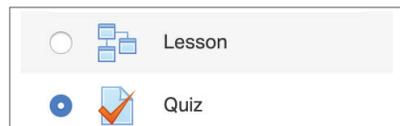
a. Click the **Gear Icon** and select **Turn Editing On** from the dropdown menu. You can also press the **Turn On Editing** link located under **Course Administration** in the sidebar.
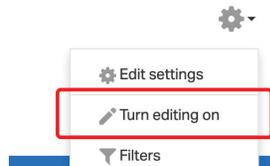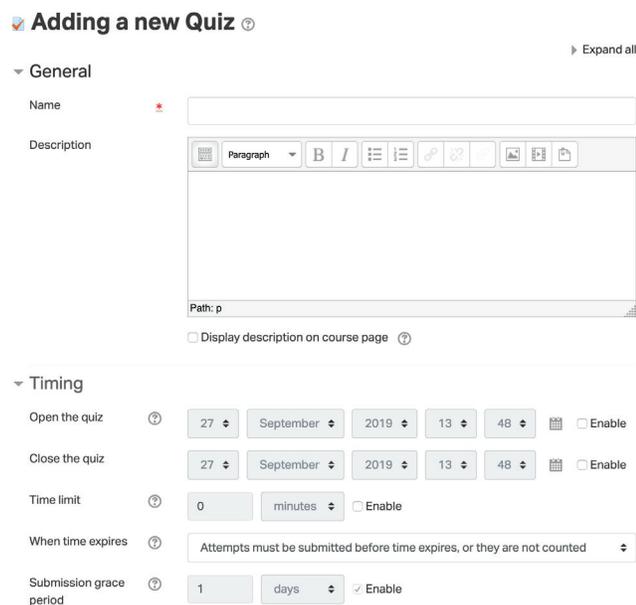

b. Press the **Add an Activity or Resource** link in the desired section of the course.

c. Select **Quiz** and then press **Add.**

d. Add the **Quiz Name & Description,** then adjust the **Timing** settings to fit your requirements. You can specify the time period that the quiz will remain open, a time limit for taking it, and options for what happens when the time expires.

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e. In **Grade** you can enter the grade required for a student to pass. You can also set how many questions appear on each page as well as if the quiz must be taken sequentially or not under **Layout** (click **Show More** for additional settings).

        ▾ Grade

Grade category	⃝	Not categorized ⬍
Grade to pass	⃝	
Attempts allowed		Unlimited ⬍
Grading method	⃝	Highest grade ⬍

        ▾ Layout

New page	⃝	Every question ⬍
Show more...		

f. You can customize the structure of the quiz under **Question Behavior**.

        ▾ Question behavior

Shuffle within questions	⃝	Yes ⬍
How questions behave	⃝	Deferred feedback ⬍
Allow redo within an ! attempt	⃝	No ⬍
Each attempt builds ! on the last	⃝	No ⬍
Show less...		

g. You can also control when students receive feedback on their answers under **Review Options**.

        ▾ Review options ⃝

During the attempt
- ☑ The attempt ⃝
- ☑ Whether correct ⃝
- ☑ Points ⃝
- ☑ Specific feedback ⃝
- ☑ General feedback ⃝
- ☑ Right answer ⃝
- ☐ Overall feedback ⃝

Immediately after the attempt
- ☑ The attempt
- ☑ Whether correct
- ☑ Points
- ☑ Specific feedback
- ☑ General feedback
- ☑ Right answer
- ☑ Overall feedback

Later, while the quiz is still open
- ☑ The attempt
- ☑ Whether correct
- ☑ Points
- ☑ Specific feedback
- ☑ General feedback
- ☑ Right answer
- ☑ Overall feedback

After the quiz is closed
- ☑ The attempt
- ☑ Whether correct
- ☑ Points
- ☑ Specific feedback
- ☑ General feedback
- ☑ Right answer
- ☑ Overall feedback

h. Review any other additional (nonessential) options located under **Appearance & Extra Restrictions on Attempts** and press **Save & Display** to create the quiz.

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Using Quizzes in DotED (Part 2)

The 2nd part of our PDF tutorial on how to create quizzes in DotED.

a. Now it's time to enter the questions for the quiz. Press the gear icon and select Edit Quiz. You can also Scroll down and press Edit Quiz, located under Quiz Administration.
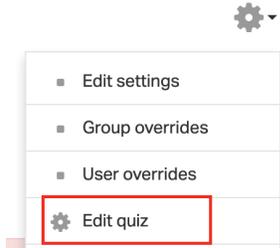
b. Next, press Add and select A New Question.
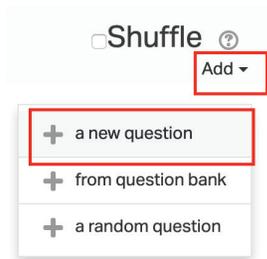
c. Choose a question type from the list. A description of the question type will display when it selected. For this example we will select Multiple Choice.

d. Enter the name, text, and default points.

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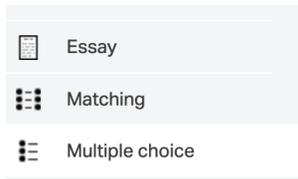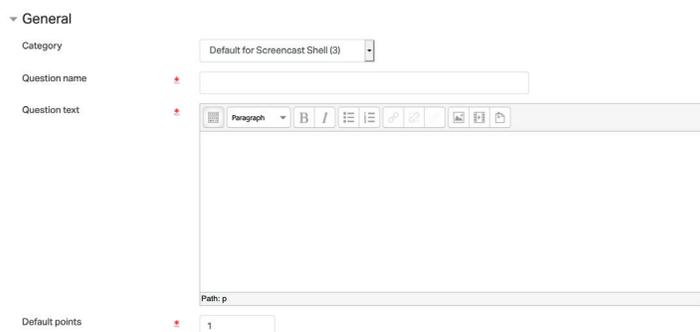e. Enter the General Feedback, which is a message that will display once the question has been answered. Also specify if there is more than one correct answer to the question.

General feedback	?	[editor toolbar]
One or multiple answers?		One answer only ⬍
		☑ Shuffle the choices? ?
Number the choices?		a., b., c., ... ⬍

f. Next enter the possible answers. Under Choice, enter the text. Enter any text you may want to display if the answer if selected under feedback. Under grade, select 100% for the correct answer and leave any incorrect answer set to None.

▾ Answers

Choice 1	[editor toolbar]
Grade	None ⬍
Feedback	[editor toolbar]
Choice 2	[editor toolbar]
Grade	None ⬍
Feedback	[editor toolbar]

g. Review any other additional options located under Combined Feedback and Multiple Tries (if enabled) and press Save Changes to save the question.

h. Repeat steps A-G to create additional questions for your quiz.