

Setting up a quiz in Moodle

1. Go to your course in Moodle and Turn Editing On
2. Click the “Add an Activity or Resource button” and select Quiz.
3. Give the quiz and name and description
4. There are many settings you can apply to your quiz.
 - a. Under the Timing heading, click enable to set dates & times your quiz is available and set a time limit for your quiz.

The screenshot shows the 'Timing' section of the Moodle quiz settings. It includes the following options:

- Open the quiz:** A date and time selector set to 17 July 2013 at 12:57. There is an 'Enable' checkbox below it.
- Close the quiz:** A date and time selector set to 17 July 2013 at 12:57. There is an 'Enable' checkbox below it.
- Time limit:** A text input field with '0', a dropdown menu set to 'minutes', and an 'Enable' checkbox.
- Submission grace period:** A text input field with '1', a dropdown menu set to 'days', and a checked 'Enable' checkbox.

- b. Under the Grade heading, choose a category in your grade book (if you don't select a category it will show in your grade book as an uncategorized grade item), and set the number of attempts students are allowed.
 - c. Under the Layout heading, you can change the question order to random, and set how many questions are shown on the screen at a time.

The screenshot shows the 'Layout' section of the Moodle quiz settings. It includes the following options:

- Question order:** A dropdown menu set to 'As shown on the edit screen'.
- New page:** A dropdown menu set to 'Every question'.

- d. Under the Question behavior heading, you can set the quiz to “shuffle within questions.” If you have a multiple choice question, this setting will swap the answer choices around.
 - e. Review options allow you to control when students see feedback, and what is seen.
 - f. Under the Extra Restrictions on Attempts heading you can require a password to take the quiz, and force the quiz to pop-out into a full-screen browser (this option is under Browser Security).
5. When you are done, hit the Save and Display button at the bottom of the screen.