
WebCT 4.x: Quizzes and Surveys

Competencies

After reading this document, you will be able to:

- Display quizzes or surveys
- Take a quiz or survey
- Take a quiz or survey containing an equation
- View individual quiz results
- View all your quiz results
- View quiz statistics

Displaying quizzes or surveys

- 1 On your Homepage, *Organizer* page, or *Course Menu*, click the *Quiz* tool. The *Quizzes and Surveys* screen appears.
- 2 From the Display drop-down list select one of the following:
 - To display all quizzes and surveys, select *All quizzes and surveys*.
 - To display all quizzes and surveys that are available to you, select *All available quizzes and surveys*.
 - To display all quizzes and surveys due in the next 48 hours or less, select *All quizzes and surveys that are due soon*.
- 3 Click **Go**. The selected quizzes and surveys appear.

Taking a quiz or survey

To take a quiz or a survey

- 1 On your *Homepage*, *Organizer* page, or *Course Menu*, click the *Quiz* tool. The *Quizzes and Surveys* screen appears.
 - The name of the quiz or survey is displayed.



Note If a quiz is not available, or has already been taken the maximum number of times, you cannot click its name to access it.

- **Availability:** the time period in which the quiz can be accessed.

- **Duration:** you have this amount of time to complete the quiz or survey. If there is no information displayed in this column, you have unlimited time.
 - **Grade:** the grade you received for the quiz or survey. For example, 90/100 indicates that you received 90 out of 100 points.
 - **Attempts:** This column displays the number of times you have attempted the quiz or survey, and the number of attempts remaining. Once a quiz attempt has been marked and its grade released, the **View scores** button appears.
- 2 Click the name of the quiz or survey that you want to take. The *Quiz Introduction* or *Survey Introduction* screen appears.
 - 3 Follow the instructions in the instructions on the Quiz Introduction or Survey Introduction screen.
 - 4 Once you complete a quiz or survey, click Finish. The quiz or survey is submitted.

Viewing individual quiz results

To view your quiz attempt results

- 1 On your *Homepage*, *Organizer* page, or *Course Menu*, click the *Quiz* tool. The *Quizzes and Surveys* screen appears.
- 2 Next to *Attempts*, click **View scores** for the quiz you want to view. The *Scores* screen appears.



Note To return to the *Scores* screen, in the breadcrumbs, click *Scores*.

- 3 Under *Number*, click the number of the quiz attempt for which you want to see the results. The *Attempts* screen appears with the results of the selected attempt.



Note The information that is available to you depends upon how your instructor sets up the quiz results. For example, your instructor can choose to show you the correct answer as well as your own answer.

- 4 To return to the *Scores* screen, in the breadcrumbs, click *Scores*.

Viewing all your quiz results

To view all of your quiz attempt results

- 1 On your *Homepage*, *Organizer* page, or *Course Menu*, click the *Quiz* tool. The *Quizzes and Surveys* screen appears.
- 2 Under *Quizzes and Surveys*, click **View scores for quizzes**. The *Scores* screen appears.



Note If you want to view an individual quiz attempt, under *Number*, click the number of the quiz attempt for which you want to see the results. The *Attempts* screen appears with the results of the selected attempt.

Viewing summary quiz statistics

To view summary quiz statistics for yourself and the class

- 1 On your *Homepage*, *Organizer* page, or *Course Menu*, click the *Quiz* tool. The *Quizzes and Surveys* screen appears.
- 2 Under *Quizzes and Surveys*, click **View Class statistics for quizzes**. The *Statistics* screen appears.



Note To return to the *Quizzes and Surveys* screen, in the breadcrumbs, click *Quiz*.

- 3 Next to the name of each quiz for which you want to see the summary statistics, select the check box.
- 4 Under *Options*, click **Summary statistics**. The *Summary Statistics* screen appears.



Note To return to the *Statistics* screen, in the breadcrumbs, click *Statistics*.

Viewing statistics on all questions in a quiz

To view question statistics for yourself and the class

- 1 On your *Homepage*, *Organizer page*, or *Course Menu*, click the *Quiz* tool. The *Quizzes and Surveys* screen appears.
- 2 Under *Quizzes and Surveys*, click **View Class statistics for quizzes**. The *Statistics* screen appears.



Note To return to the *Quizzes and Surveys* screen, in the breadcrumbs, click *Quiz*.

- 3 Next to the name of each quiz for which you want to see the question statistics, select the check box.
- 4 Under *Options*, click **Item statistics**. The *Item Statistics* screen appears.



Note To return to the *Statistics* screen, in the breadcrumbs, click *Statistics*.