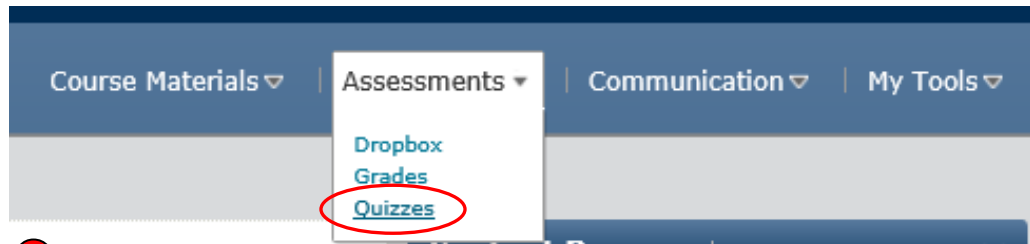
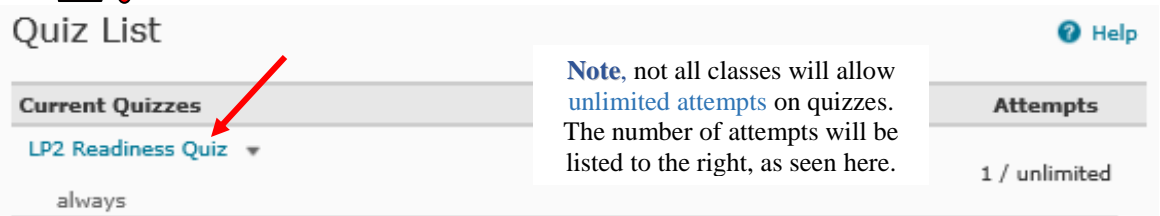


How to: Take a Quiz (or exam)

1. **First**, click on the drop down menu next to Assessments. From the menu, select Quizzes.



2. **Next**, click on the title of the quiz you need to complete.



Quiz Details

Current Time
4:18 PM [Update](#)

Current User
Demo Student 8 (username: demo.student8)

Quiz Period
always

Time Allowed
180

Attempts
Allowed - unlimited, Completed - 1

Once in the quiz, the first screen will provide some additional details, like Current Time, Quiz Period, Time Allowed (important one!), attempts, and Instructions. Be sure to note the Time Allowed and the Instructions before clicking on **Start Quiz**.

Instructions

You can "Save" your response to each question as you work through the quiz. When you navigate to the Next Page or Previous Page, all your responses on the current page will be automatically saved.

Before you submit the quiz, you will have the opportunity to return to questions that you may have missed or have not yet answered. Once the allocated time period that was set for this quiz expires, you are required to submit your quiz responses.

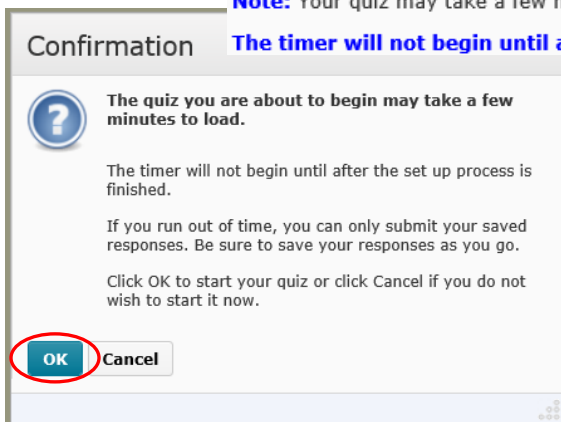
Note: Any responses that you have not saved before the time limit expires will not be submitted.

When you have finished reviewing these instructions, click on "Start Quiz" to begin Attempt 2.

Note: Your quiz may take a few minutes to be set up.

The timer will not begin until after the set up process is finished.

Start Quiz!



Next, a confirmation screen will pop up next, read through the information and click

OK

This activates the quiz timer, so don't accept unless you're ready!

Questions

1 of 20 questions saved

Page 1:

1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20

Legend

- Saved Response
- Unsaved Response
- Info Item

Once in the quiz, the number of questions will be on the left hand side, the quiz questions will be on the right.

4.

Question 1 (1 point)

Practice Question: Choose the word that completes the sentence correctly.
My neighbors let me use _____ lawnmower.

- ☐ A) there
- ☐ B) they're
- ☐ C) they
- ☒ D) their

[Save](#)

As you work through the quiz, be sure to save answers as you go. You do this by clicking [Save](#) at the end of each problem. You can also [Save All Responses](#) at the end of the quiz as well however if time expires, then so does the ability to Save All. Once you are done, click on [Go to Submit Quiz](#).

[Save All Responses](#)

[Go to Submit Quiz](#)

Quiz Submission Confirmation

You are about to submit your quiz...

To change your response to any question before submission, click on the question number in the **Quiz Info** menu.

Once you press the Submit Quiz button you cannot return to your quiz.

[Submit Quiz](#)

5.

Confirmation

Quiz Submission

You are about to submit your quiz, after which you will not be able to return to the quiz.
Are you sure that you want to submit the quiz?

[Yes, submit quiz](#) [No, don't submit quiz](#)