

COMPLETING A QUIZ

When you enter a quiz, there will be a set of instructions. Make sure to read these before you start your quiz, at least the first time.

The quiz details will give you information like the dates the quiz will be available, the amount of time you'll be given to complete the quiz, and how many attempts you'll be allowed to make.

Summary - Practice Quiz ▾

Quiz Details

Current Time

1:25 PM [Update](#)

Current User

D2L3 Student (username: D2Lstudent3)

Quiz Period

Available on Aug 1, 2017 10:39 AM

Time Allowed

1:00:00

Attempts

Allowed - unlimited, Completed - 0

Instructions

Before you submit the quiz, you will have the opportunity to return to questions that you may have missed or have not yet answered. You can submit your quiz responses at any time. However, if you submit your responses after the time limit expires, your attempt will be recorded as a late submission.

Click "Start Quiz" to begin Attempt 1.

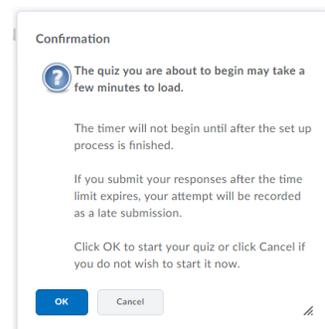
The timer will not begin until after the set up process is finished.

[Start Quiz!](#)

Keep in mind that once you've entered a quiz with a time limit, the timer does not stop counting down, even if you log out and log back in; so make sure you have a reliable Internet connection. If you get disconnected during a quiz, you can log back in to Brightspace and continue, as long as the time hasn't run out. If you have trouble logging back in while a quiz is in progress, contact your instructor.

When you're ready to begin, click **Start Quiz**.

A confirmation will appear. If you're ready, click **OK**.



Quizzes might have a number of different question types, like:

- multiple choice
- short answer
- true or false
- matching
- long answer

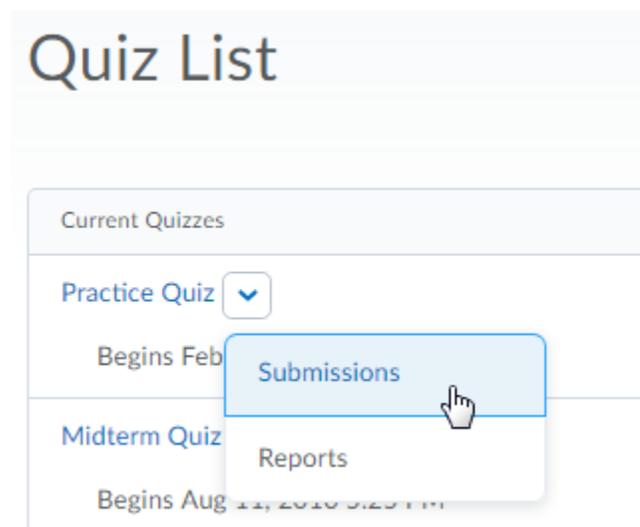
Question answers are auto-saved as you complete them, except for Written Answer questions which have the formatting bar enabled. To save Written Answer questions as you type, click anywhere outside of the text entry box.

Other question types, and Written Answer questions without the formatting bar, will auto-save approximately every 30 seconds.

When you're finished, click "**Submit**." You will see a confirmation screen asking if you're certain you're done; if you are, click **Submit**.

VIEWING YOUR SUBMISSIONS AND SEEING YOUR GRADES

Depending on your instructor's settings, part or all of the quiz might be graded and available to you immediately. Otherwise, once it's been graded, you'll be able to find it in the list of quizzes, under Submissions.



Click on **Submissions**, and on the next page, click on the attempt.

SURVEYS

Surveys work in much the same way. You might access them via the course content browser, or from the Surveys tool under **Assessments**.

To start the survey just click on the survey name, answer the questions and click **save**. Then **Submit**.

Like in a quiz, a window will appear asking if you're sure you want to submit your survey. If you are sure, click **Yes**.