QUIZ

Basic settings for an exam

(updated 16 April 2020)

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Didattica e Servizi agli Studenti

The Moodle quizzes must be uploaded after making a request to:
http://esamionline.unitn.it/

What to do before uploading the questions

Before creating your own quiz, you have to contact the office Didattica Online and ask them to open an online area dedicated to the exams for your course. All the online exams for any particular course will be created in the same area year after year.
It is important to tell Didattica Online **the title of the material, the code, and the names of any other professors or staff collaborating** who may need to access the online area for exams.

The online area dedicated to exams is: http://esamionline.unitn.it/

Setting up the quiz

Go to http://esamionline.unitn.it/ and enter the online area dedicated to your own exam.

To add a quiz click on **Attiva Modifica (Activate Changes) in the top right:**
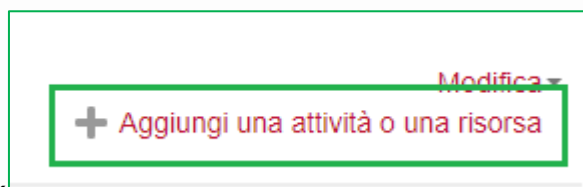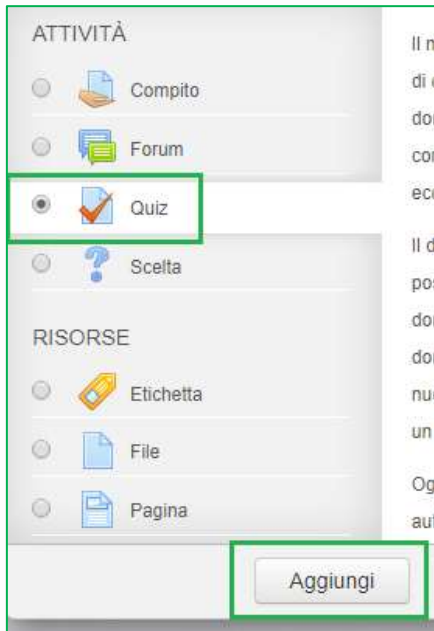
Then click .

Then select 'Quiz' in the area Attività (Activities).

On the right-hand side a help screen will appear showing the functionalities of the resource. Click on 'Aggiungi' (Add).

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ATTENTION: the first time you create questions a virtual tour of the guidelines presented here will start. We would recommend watching it.

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General

In the 'Generale' (General) section you put the name of the quiz and a brief description.

Quiz name

We would suggest inputting: *Name of course* exam - exam date - dates and times of any other sessions.

Description of the quiz

Input the instructions for the quiz, pointing out how it is structured (number of questions, scoring, pass mark, time available). Also indicate any other relevant information (for example if the quiz is part of an exam that is also followed by an oral test).

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Duration

Opening and closing:
Set the date the quiz opens and closes after having clicked the check box.

Attention: the OPENING TIME of the quiz must COINCIDE with the date of the exam session in Esse3.

If the proctoring system Respondus has been enabled, it is recommended setting the closing time longer than the duration of the quiz, because the recognition procedures could delay the starting of the quiz. E.g. if the opening time is at 9:00 a.m. and the quiz lasts one hour, it is better to set the closing time at 11:00 a.m. (therefore increasing it by one hour).
Students can start the quiz at any time during opening hours.
The set closing time is always mandatory, so if the student starts taking the quiz 10 minutes before the closing time (e.g. at 10:50 a.m. if the closing time is at 11:00 a.m.), its timer will indicate 10 minutes of remaining time, even if the maximum time expected was one hour.
Therefore, advise students to start on time.

Time limit:
Input the duration of the quiz in minutes or hours.

When the time limit is up
Leave the predefined **'I tentativi aperti saranno inviati automaticamente' (Open attempts will be sent automatically)**. In this way even quizzes that has not been finished will be saved and archived.

Extra time for sending
Leave this deselected.

Evaluation

Leave the default options 'Categoria della valutazione' (Evaluation categories) and 'Tentativi permessi' (Permitted attempts).

Evaluation categories
Leave the system settings (no category).

Pass mark
This is not a compulsory field, you can leave it blank. However, if you want the final score to be calculated out of 30, we would suggest inputting 18 in the field 'Sufficienza' (Pass mark) so that 18/30 will be the minimum score to pass the test.

30/30 is the default score attributed to the quiz; it is up to the teacher to make necessary changes.

Permitted attempts
Leave the default setting: 1 permitted attempt.

Valutazione

Categoria della valutazione ⓘ	Senza categoria ▼
Sufficienza ⓘ	18,00
Tentativi permessi	1 ▼

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Page set up
Leave the default settings, which we explain below:

New page
To improve the appearance for the candidates, the default setting shows one question per page, especially when images are used. It is, however, possible to have more than one question on a single page.

Navigating
Leave it to set on **Libero**, to allow the student to move between questions, to continue or go back to recheck.

Impaginazione

Salto pagina * ⑦	Ogni domanda	▼
Metodo di navigazione * ⑦	Libero ▼	
	Visualizza meno elementi...	

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Question behaviour

Options in random order

Choose whether each question's options must by default appear in random order or a fixed order; when creating individual questions, it will always be possible to change this if necessary.

Question behaviour

<mark>Leave the default setting: **FEEDBACK DIFFERITO (DEFERRED FEEDBACK)**.</mark>

In this way the students will not receive feedback on their answers while they're taking the test.

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Editing options

<mark>Here you can decide what information the candidates see after they finish the test. **We would recommend you use the pre-defined settings.** (the overall feedback refers to the simple message that can appear at the end of the test, which could be for example 'Test sent to the teacher').</mark>

Opzioni di revisione ⑦

Durante il tentativo	Subito dopo il tentativo	Dopo, mentre il quiz è ancora aperto	Dopo che il quiz è stato chiuso
✔ Il tentativo ⑦	☐ Il tentativo	☐ Il tentativo	☐ Il tentativo
☐ Se corretto ⑦	☐ Se corretto	☐ Se corretto	☐ Se corretto
☐ Punteggio ⑦	☐ Punteggio	☐ Punteggio	☐ Punteggio
☐ Feedback specifico ⑦	☐ Feedback specifico	☐ Feedback specifico	☐ Feedback specifico
☐ Feedback generale ⑦	☐ Feedback generale	☐ Feedback generale	☐ Feedback generale
☐ Risposta corretta ⑦	☐ Risposta corretta	☐ Risposta corretta	☐ Risposta corretta
☐ Feedback complessivo ⑦	✔ Feedback complessivo	✔ Feedback complessivo	✔ Feedback complessivo

In this way the students will **not** have any information regarding their score or the number of correct responses etc.

Naturally, if you decide that the students should immediately see the result at the end of the test you can select the appropriate option.

Appearance

Leave the default settings.

▼ **Aspetto**

Visualizza immagini degli utenti	❓	Nessuna immagine ⬍
Cifre decimali nei punteggi	❓	2 ⬍
Cifre decimali nei punteggi delle domande	❓	Stesse del punteggio finale ⬍

Visualizza più elementi...

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Further restrictions on number of attempts

All the following options should be left empty or on the default settings.

Livello sicurezza browser (browser security level): the default setting means the test can be taken securely and is compatible with the proctoring Respondus software.

This tick box ,

Should be left selected so that **only candidates enrolled in esse3** on that specific day can access the test.

All the following settings should not be changed.

Overall Feedback

As mentioned earlier, it is possible to show the students a text once they have completed the test.

We would suggest that you do **not** insert the pass mark in the field Limite voto (Pass mark), allowing you to check the exam results first and then inform the students.

You should limit the message in the feedback field to: **test sent to the teacher for evaluation**.

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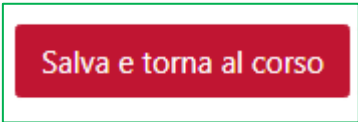
Regular settings

If the date and time of the opening and closing of the test are correct, nothing else needs to be done.

The other settings can be ignored. Remember to **SAVE**.

Salva e torna al corso

ATTENTION: this procedure lets you set up the characteristics of the test (like setting up a 'container'). The next procedure lets you create the questions and load them into the 'container' you have prepared.

For more information:
Didattica OnLine
Divisione Centro Linguistico Test Center e Didattica Online
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