

WebCT Student Tutorial: The Quiz Tool

Instructors may use the quiz tool to offer tests online. These tests may contain multiple choice, True/False, or short answer questions.

Taking Quizzes

When you click on the quiz icon, you will see the list of all quizzes.

The screenshot shows the WebCT interface for a 'Sample Course'. The top navigation bar includes links for 'myWebCT', 'Resume Course', 'Course Map', 'Check Browser', 'Log Out', and 'Help'. Below this, the 'Sample Course' title is displayed. A breadcrumb trail shows 'Homepage > Evaluation Tools > Quiz'. The main heading is 'Quizzes and Surveys', with links to 'View class statistics for quizzes' and 'View scores for quizzes'. A summary bar indicates '3 Available' and '1 Due soon'. A 'Display:' dropdown menu is set to 'All quizzes and surveys' with a 'Go' button. The list of quizzes includes:

- Samplequiz**
Availability: January 1, 2004 3:35pm - January 5, 2004 3:35pm
Duration: 15 minutes | Grade: --- / 12
Attempts: 0 completed, 1 remaining
- Pretest**
Availability: February 26, 2003 3:10pm - Unlimited
Duration: Unlimited | Grade: --- / 20
Attempts: 0 completed, 1 remaining
- Default**
Availability: January 1, 2000 12:00am - Unlimited
Duration: Unlimited | Grade: --- / 40
Attempts: 0 completed, unlimited remaining

If a quiz has a pencil icon in front of it, it is available and you can click on it to take the test

The icon with the pencil and the clock shows that the quiz is available and due soon.

The availability dates are listed and you can see how much time is allowed to take the quiz.

Click on the title of the quiz you want to take.

A page of background information on taking quizzing online will be displayed. Read the information, then when you are ready to take the quiz, click on “Begin Quiz”.

Here is an example on what an online quiz looks like:

WebCT Quiz - Microsoft Internet Explorer

Samplequiz

Name: [Test Account for Linda Maeno](#)
Start time: [January 3, 2004 3:43pm](#)
Time allowed: [15 minutes](#)
Number of questions: [6](#)

[Finish](#) [Help](#)

Question 1 (1.0 points)
Email Clients
Which of the following email clients is a Web-based application?

☐ a. Pine
☐ b. Eudora
☐ c. WebMail
☐ d. Outlook Express

[Save answer](#)

Question 2 (1.0 points)
WebCT
True or false: WebCT stands for Web Course Tools.

☐ a. True
☐ b. False

[Save answer](#)

Time Remaining
14 : 37 (min:sec)

Question Status
☐ Unanswered
☒ Answered
☐ Answer not saved

1	2	3	4	5
☐	☐	☐	☐	☐
6				
☐				

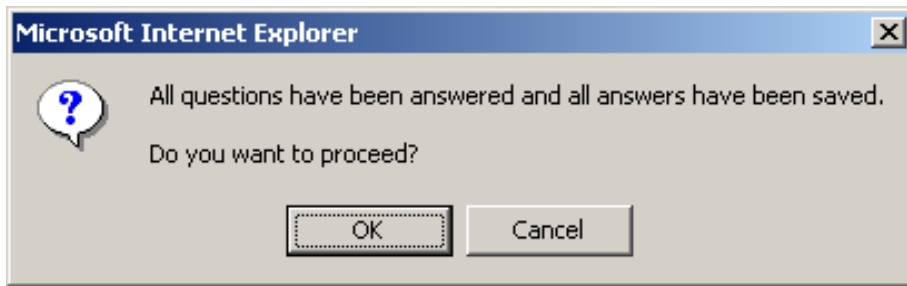
The name of the quiz is listed at the top. In this case, this is the Samplequiz. The amount of time allowed and the number of questions are displayed.

On the right, a clock counts down how much time you have left to finish the quiz.

After reading each question, click on or enter the correct answers.

Click on “Save answer” for each question, otherwise your answer will not be saved.

When you have completed the test, click on the “Finish” button.

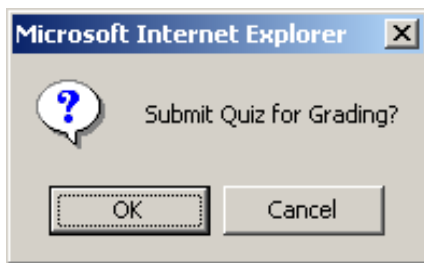


After clicking on Finish, a confirmation message will be displayed.

If you still have more time and want to check your answers, click on "Cancel" to go back to the quiz.

If you are done, click on "OK" to proceed

You will then be asked whether you want to submit the quiz for grading.



Click on OK to submit your quiz.

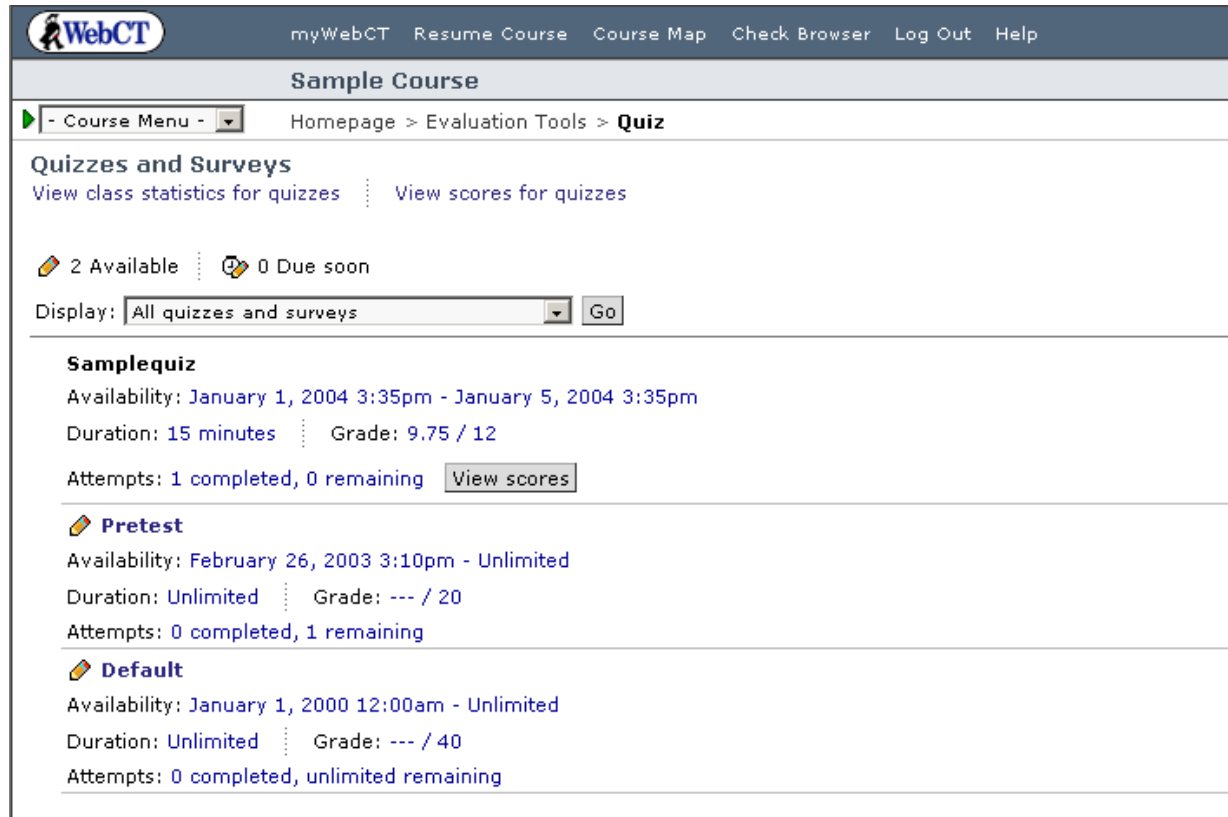
Releasing Grades

UH West Oahu instructors use different methods for posting quiz scores and course grades:

- Some instructors use the quiz tool to release quiz grades
- Other instructors use the My Grades feature of WebCT
- Other instructors may send your grades to your private email account

Releasing Grades through the Quiz Tool:

If your instructor releases grades through the quiz tool, you will see your grades for the quizzes you have taken.



WebCT myWebCT Resume Course Course Map Check Browser Log Out Help

Sample Course

- Course Menu - Homepage > Evaluation Tools > Quiz

Quizzes and Surveys
[View class statistics for quizzes](#) | [View scores for quizzes](#)

2 Available | 0 Due soon

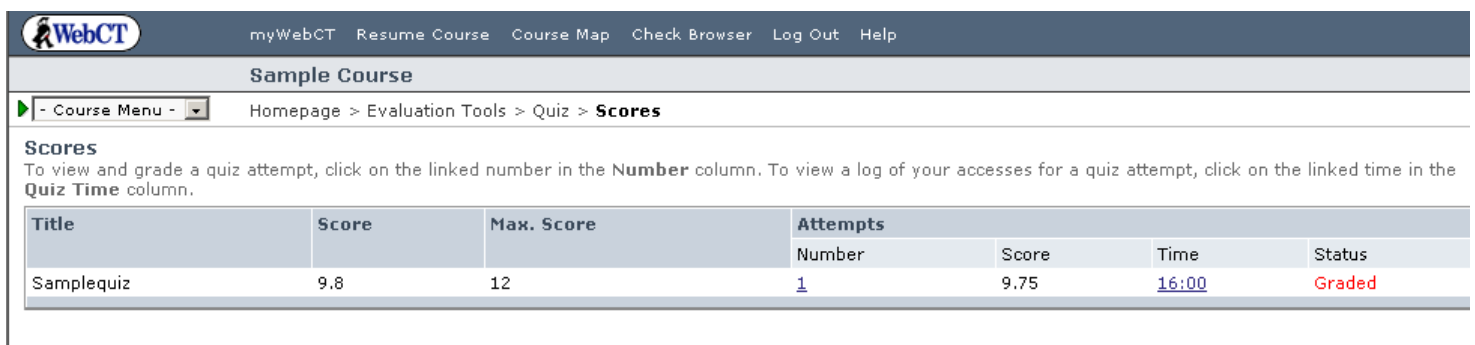
Display: All quizzes and surveys Go

Samplequiz
Availability: January 1, 2004 3:35pm - January 5, 2004 3:35pm
Duration: 15 minutes | Grade: 9.75 / 12
Attempts: 1 completed, 0 remaining [View scores](#)

Pretest
Availability: February 26, 2003 3:10pm - Unlimited
Duration: Unlimited | Grade: --- / 20
Attempts: 0 completed, 1 remaining

Default
Availability: January 1, 2000 12:00am - Unlimited
Duration: Unlimited | Grade: --- / 40
Attempts: 0 completed, unlimited remaining

Click on “View scores” and the following screen will be displayed:



WebCT myWebCT Resume Course Course Map Check Browser Log Out Help

Sample Course

- Course Menu - Homepage > Evaluation Tools > Quiz > Scores

Scores
To view and grade a quiz attempt, click on the linked number in the **Number** column. To view a log of your accesses for a quiz attempt, click on the linked time in the **Quiz Time** column.

Title	Score	Max. Score	Attempts			
			Number	Score	Time	Status
Samplequiz	9.8	12	1	9.75	16:00	Graded

If your instructor also releases the quiz, you can click on the number ‘1’ under attempts, to see the quiz again and how it was graded:

Releasing Grades through MyGrades:



If your instructor uses the My Grades feature, you can click on the “My Grades” icon and your scores will be displayed.

My Grades

A screenshot of the WebCT interface. At the top is a navigation bar with links: myWebCT, Resume Course, Course Map, Check Browser, Log Out, and Help. Below this is a header for "Sample Course". A dropdown menu labeled "- Course Menu -" is open, showing a path: Homepage > Student Profile > **My Grades**. The main content area is titled "My Grades" and contains a box for "Test Account for Linda Maeno" with a score of "Samplequiz (Out of 12.00) 9.75".

Test Account for Linda Maeno	
Samplequiz (Out of 12.00)	9.75

Need Help?

For more in-depth information on how to use WebCT tools and features, refer to the WebCT Student Orientation created by Information Technology Services:

<http://www.hawaii.edu/talent/webctstudentorientation/index.html>

If you have any questions about online courses, contact the Student Services Office at (808) 454-4700 or toll-free at 1-(866) 299-8656.

For WebCT technical support, contact Linda Maeno or Stacey Sawa:

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