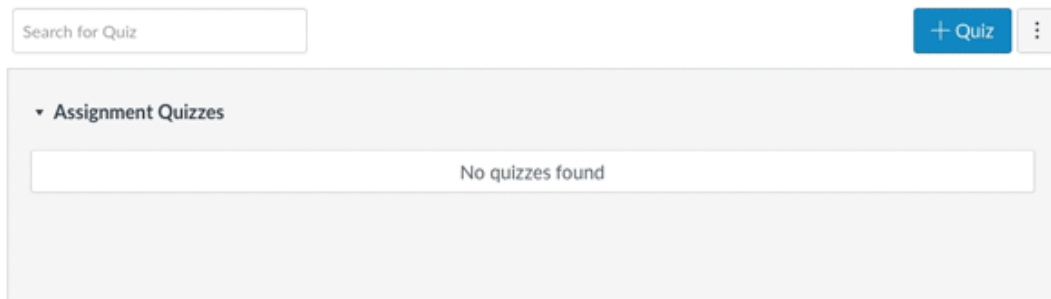


## Canvas Quizzes

Stephanie Obodda - 2023-07-03 - Comments (0) - Quizzes

### Creating a Quiz

1. Once logged into your Canvas course site, click **Quizzes** in the Course Navigation menu.
2. Click **+ Quiz**.



3. Enter the name of the quiz in the **Quiz Title** box.
4. Enter instructions for the quiz in the **Quiz Instructions** box.
5. In the **Quiz Type** menu, select what type of quiz to assign.

**Note:** For surveys, students will automatically receive full credit once they take the survey.

**Note:** If your quiz is graded, select the assignment group in which to score the quiz in the **Assignment Group** menu.

### Set up Quiz Options

1. Select **Shuffle Answers** to shuffle the order of answers to questions with multiple answer choices.
2. Select **Time Limit** and enter a time limit to limit the amount of time students can

spend on the quiz.

3. To allow multiple attempts, select **Allow Multiple Attempts**, then select how many attempts are allowed and which score you would like to keep.
4. To allow students to view their previous answers, select **Let Students See Their Quiz Responses**, then select if you want to show the correct answers and how many times students can view their responses.
5. Select **Show one question at a time** to show only one question at a time, then select whether to lock questions after they are answered.

**Note:** For surveys, select **Keep Responses Anonymous** to keep student responses anonymous.

**Options**

1 →  Shuffle Answers


2 →  Time Limit  Minutes


3 →  Allow Multiple Attempts

4 →  Let Students See Their Quiz Responses (Incorrect Questions Will Be Marked in Student Feedback)

Only Once After Each Attempt

Let Students See The Correct Answers

Show Correct Answers at  

Hide Correct Answers at  

5 →  Show one question at a time

## Assigning the Quiz


1. In the **Assign** menu, select which students to assign the quiz to in the **Assign to** box.
2. Enter the due date for the quiz in the **Due** box below.
3. Use the **Available From** field to lock the quiz until a specified date/time.
4. Use the **Until** field to close the quiz after a specified date/time.
5. Use the **Add** button to apply alternate "**Assign to**" parameters for student requesting accommodations.

Assign



**Assign to**

1 →

**Due**

2 →  

**Available from**      **Until**

3 →   →  

4 →

5 →

## Add Questions

1. Click the **Questions** tab.
2. Click **New Question**.
3. Select the type of question you want to create in the question type menu.

**The available types are:**

- Multiple Choice,
- True/False,
- Fill-in-the-Blank,
- Fill-in-Multiple-Blanks
- Multiple Answers
- Multiple Drop-down
- Matching
- Numerical Answer
- Formula (simple formula and single variable)
- Essay
- File Upload.

4. Add relevant question and answer details.
5. Enter the number of points that the question is worth in the **pts** box.

## 6. Click **Update Question**.

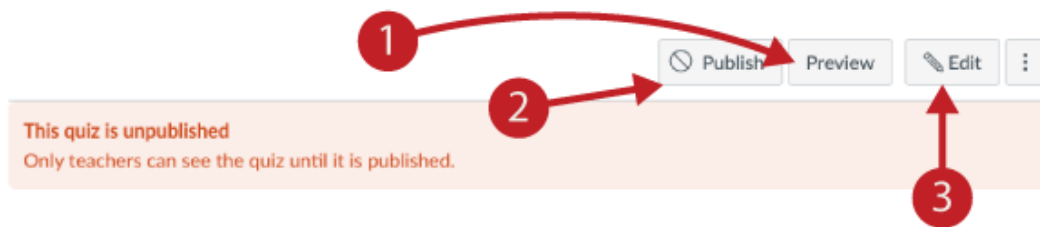
The screenshot shows the Canvas LMS question editor interface. At the top right, it displays 'Points 0' and 'Not Published'. The main area is titled 'Question' and 'Multiple Choice'. A red circle with the number '3' points to the 'Multiple Choice' dropdown menu. Below this is a text area for the question, with a red circle '4' pointing to it. To the right of the text area is a 'pts: 1' field, with a red circle '5' pointing to it. Below the question text is an 'Answers' section with a 'Correct Answer' field and several 'Possible Answer' fields. A red circle '6' points to the 'Update Question' button at the bottom left. On the right side, there are tabs for 'Links', 'Files', and 'Images', and a list of course files including '1. Readings week 1', 'EarthSun.swf', and 'Syllabus - Intro to Systems Thinking, 2017 - Google Docs.pdf'.

### Notes:

- You can [link course content](#) to create Quiz questions, such as linking a diagram image.
- Repeat steps 2-6 to add more questions.
- Click **Save** to save the quiz, which won't be visible to students until you publish it later.
- You can use the **Question Group** option to create a quiz dynamically from questions randomly selected from groups of questions. See the Canvas help page: [How do I create a new Quiz with a Question Group?](#)

### Publish the Quiz

1. Click **Preview** to see what students will see when they take the quiz.
2. If the preview shows the quiz the way you want it, click **Publish**.
3. If you need to make changes, click **Edit**.



**Note:** You should not publish your quiz until it is your final product. Although you can make changes to the quiz after it is published, students who have already opened or completed the quiz will not see any of the changes, which may affect their grades.

#### Related Content

- [Create & Customize Canvas Assignments](#)
- [Canvas Discussions](#)