

## KODIAK QUICK GUIDE – Creating Random Quizzes

### Overview

You can create randomized quizzes by creating your questions in the Question Library. The Question Library stores questions that can be used as items on quizzes, tests, and surveys throughout a course. Once you have set up your Question Library, you can create a quiz that includes questions from your library in a random order or a randomized subset of its questions.

### How to Access the Question Library

If Quizzes does not appear on your course navbar, click **Course Admin**, **Tools**, **Quizzes** to activate. Select **Quizzes**, and then click **Question Library** at the top of the page.

### In This Guide

- Adding Questions to the Question Library
- Creating a New Quiz with Randomized Questions

### Adding Questions to the Question Library

Before creating a quiz with randomized questions, you will need to create a folder (referred to as a “section” in Kodiak) in the Question Library. You can name sections by topic (i.e., the Civil War, World War I, etc.), by quiz (i.e., Quiz 1, Quiz 2, etc.), or by whatever system works best for you. Then you will need to add appropriate questions to each section.

1. Go to the **Quizzes** area.
2. Click **Question Library** at the top of the page (Figure 1). You will be taken to the Question Library index page.
3. Click **New**. A drop-down menu will appear.
4. Click **Section** (Figure 2).
5. Enter a name for the section in the “Section Name” text box.
6. Click **Save**. You will be taken back to the Question Library index page, and the section you just created will appear in the folder list. Now you can add questions to this section.
7. Click on the name of the section to which you want to add questions.
8. Click **New**, and select the appropriate question type from the drop-down menu



Figure 1

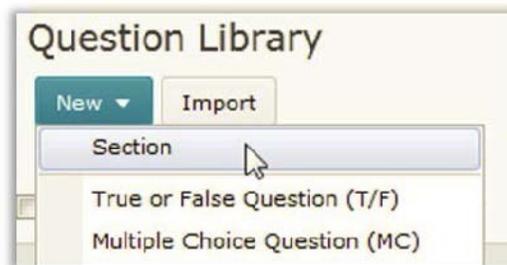


Figure 2

**Note:** There are 12 question types in Kodiak. Some questions are appropriate for quizzes and tests (i.e., True/False or Multiple Choice), but others are more suited to surveys since they cannot be automatically graded (i.e., Likert Question).

9. Populate the question and answer sections with text as appropriate.
10. Click **Save**.
11. Repeat steps 7-9 until all questions have been added to the section in the Question Library.
12. Click **Done Editing Questions** on the top-right side of the page.

### *Creating a New Quiz with Randomized Questions*

You can create a quiz that randomly draws questions from your Question Library once you have set it up. You can set up your quiz so that it draws questions from one section or from multiple sections of your Question Library.

1. Go to your **Quizzes** area.
2. Click **New Quiz**.
3. Enter a name for the quiz.
4. Click **Add/Edit Questions** (Figure 3).
5. Click **New**, and select **Random Section** from the drop-down menu (Figure 4).
6. Enter a name in the “Section Name” field.
7. Click **Save**. You will now be taken to an index page for the quiz.
8. Click on the name of the section you just created in the index list on the left.
9. Click **Import** at the top-left of the page.
10. Select the appropriate section from your Question Library on the “Source Section” drop-down menu (Figure 5). A list of all questions saved to this section will appear.

**Note:** In the “Source Section” drop-down menu, you’ll see an option called “Collection Root”. Selecting it will display a list of all of the section folders in your Question Library. You can use this option to select questions from multiple sections of your Question Library.



Figure 3

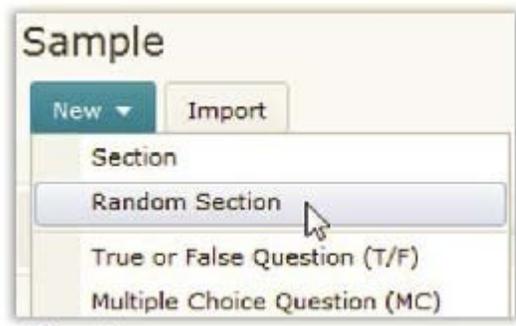


Figure 4

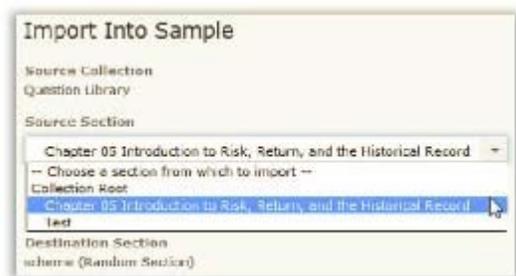


Figure 5

11. Check the checkbox next to each of the questions you would like to include on the quiz.
12. Click **Save**. All of the questions you selected will now be added to your quiz.
13. Enter the number of questions you would like to have appear on the quiz in the “Questions per Attempt” field (Figure 6). This will allow you two options for randomizing questions:
  - Enter a number less than the total number of questions that you added to your test if you want each version of the test to display a randomized subset of the questions.
  - Enter the total number of questions that you added to your test if you want each version of the test to display all of the questions, but in a randomized order.
14. Enter the number of points assigned to each question in the “Points Each” field (the default option is 1.)
15. Click **Done Editing Questions** on the top-right side of the page.



The screenshot shows a web interface for creating a test section. At the top, there is a breadcrumb trail: "Sample > Test Random Section". Below this is the title "Test Random Section" and two buttons: "Import" and "Save". A subtitle reads: "This is a random section. Select the number of questions per attempt." Below the subtitle are two input fields: "Questions per attempt:" with a value of "0" and "Points each:" with a value of "1".

Figure 6