Armstrong eClassroom: Creating a Test

Go into the Assessments and select Quizzes.

![Quiz Navigation](image)

Select New Quiz.

Title the quiz.

To add questions, select the Add/Edit Questions button.

![Quiz Questions](image)

Set up the questions. These can be set up directly inside the Armstrong eClassroom or imported with Respondus.

If there are to be directions given to students those can be placed either on the Description/Introduction or under the Header/Footer area.

If there needs to be advance options set up those can be done at the bottom of the Properties tab.

![Optional Advanced Properties](image)
The Restrictions tab is where the date is to be set up. Please note the time to set up the quiz is in 30 minute increments.

Then if the students are to use the Respondus LockDown Browser or have a password to access the quiz should be set up next.

Next would be to set up the timing for the quiz.
It is recommended that you choose the Auto-Submit Attempt. Otherwise, the allow normal submission will let student submit a quiz whenever they want to no matter the time limit on the quiz.

If there is a student that has a disability, the Advanced Availability is where you would set up a additional time or another date for a specific student.

The assessments tab is where you would set up the Grade Item for the gradebook. Make sure to select the Allow Automatic export to grades and Allow attempt to be set as graded immediately upon completion for these grades to automatically sent to the gradebook.
Now you can set up the number of attempts and how you wish for them to be graded (for example, if you give students more than one attempt on a quiz then you can have them scored by the highest, lowest or an average of, but only if there is more than one attempt available).

Under the Submission views tab an Instructor can set up if they wish for students to be able to see the quiz immediately after it has been taken for a specific amount of time, or set a specific time for the quiz to be available for review after all students have had the opportunity to take the quiz.

Name the submission view. Set the date for the quiz to be available. If you choose to set a specific amount of time for the quiz to be viewable by students, this will be immediately after they have submitted the quiz.
If you want students only to see the quiz after everyone has had an opportunity to take it, then please do not select the box for the specific amount of time they can see it. This will make that view unavailable to your students.

Make sure to set up what you wish for the students to be able to see. It is defaulted for students not to see anything. Remember to change that to Yes and set up what you wish for students to be able to see.

If you will be turning it back off, you can leave it set to No when you set up that other additional view. Otherwise, students will be able to see their quiz and your selected items for them to be able to view until they lose access to their courses for that semester.

Be sure to Save after setting your options.