

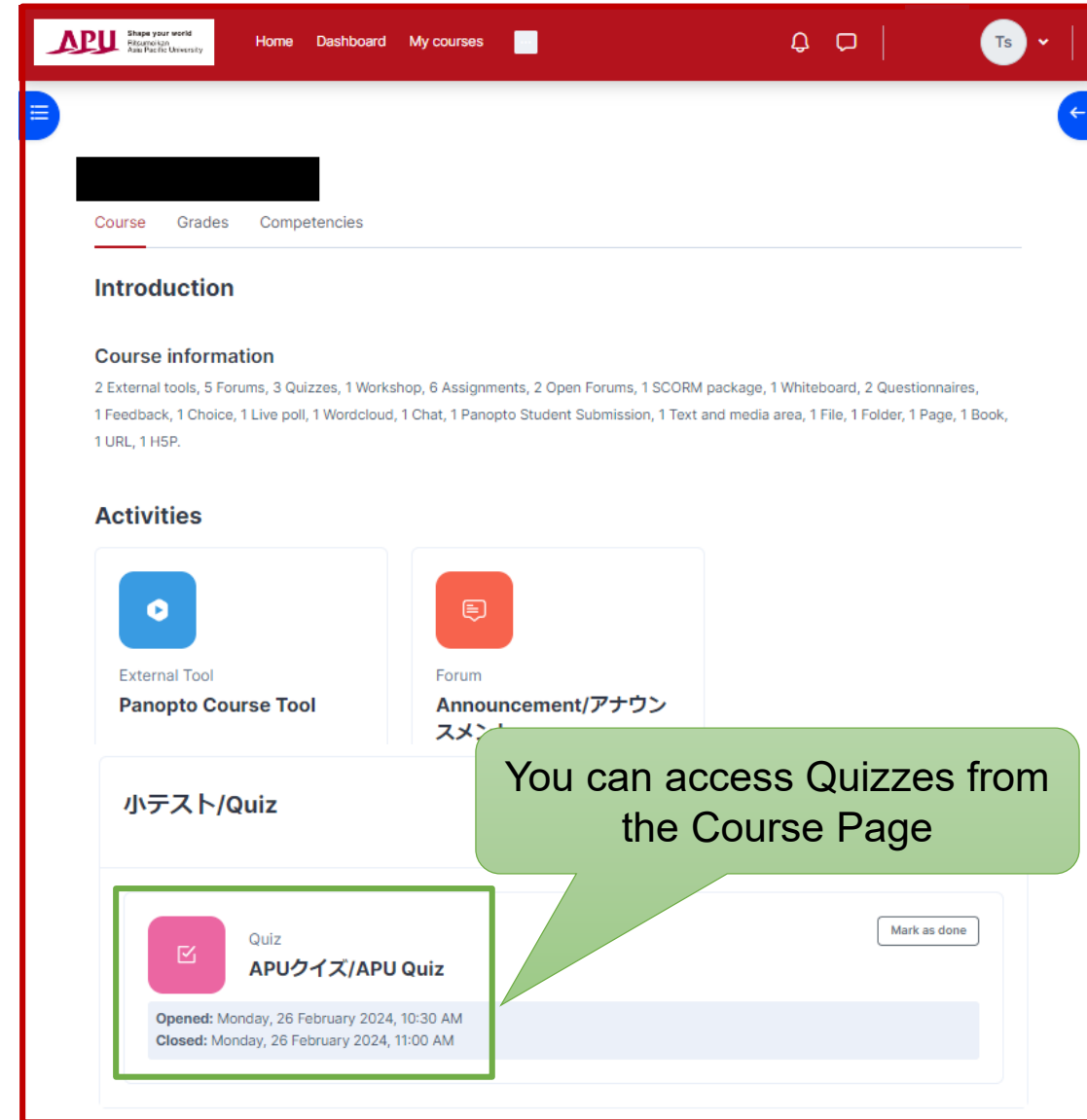
# Taking Quizzes and Tests

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# About Quizzes

- Examples of what can be done with quizzes:
  - Open response, math questions, multiple choice, etc.
  - Mid-term, Final, and other types of exams
- **Notes and Warnings**
  - You cannot take quizzes from a smartphone.
    - Errors will occur, such as you will not be able to save your answers.
  - For security reasons, you cannot log into your account on another device while taking a quiz. If you try, you will not be able to submit your quiz.
  - Depending on your course instructor, you may be asked to use Moodle's Safe Exam Browser to take quizzes.
    - This browser has been installed on all on-campus PCs in IPS and CAI rooms
    - If you need to install it on your own device, please check the Safe Exam Browser Manual for details.



The screenshot shows a Moodle course page with a red header. The page includes navigation links for Home, Dashboard, and My courses. Below the header, there are tabs for Course, Grades, and Competencies. The main content area is titled 'Introduction' and 'Course information', which lists various activities like External tools, Forums, Quizzes, Workshops, Assignments, Open Forums, SCORM packages, Whiteboards, Questionnaires, Feedback, Choices, Live polls, Wordclouds, Chats, Panopto Student Submissions, Text and media areas, Files, Folders, Pages, Books, URLs, and H5Ps. Under the 'Activities' section, there are icons for 'External Tool Panopto Course Tool' and 'Forum Announcement/アナウンスメント'. A section titled '小テスト/Quiz' contains a quiz activity card for 'APUクイズ/APU Quiz'. The quiz card shows it was opened on Monday, 26 February 2024, at 10:30 AM and closed at 11:00 AM. A green speech bubble points to the quiz card with the text: 'You can access Quizzes from the Course Page'.

# How to Take Quizzes

## ① Access the quiz

(Note) If the Safe Exam Browser is required, you have to use SEB to access the quiz.



## ② Click "Attempt Quiz" to start

## 【Notes & Warnings】

Please note, due to increased security settings to help prevent academic misconduct, when taking a Quiz on **APU Moodle** if you do any of the following after you have started your Quiz, it will cause an error.

- ✓ **Do anything outside the test window**  
(Do anything on the course page on a different tab)
- ✓ **Refresh/reload the page (using F5, etc.), clicking the "Back" button**
- ✓ **Log-in from a separate device or browser**  
(Using a PC, browser, or smartphone app other than the one being used for the Quiz)

## Answer the questions

If the instructor allows you to look at documents, etc. during the Quiz, please be sure to download them **BEFORE STARTING THE QUIZ** and open the saved file directly.

## ④ Review the summary of the quiz and finish the quiz by clicking "Submit all and finish"

## ③ Click "Finish attempt ..." after answering all the questions

# Question Types

Question Types (1/3)	Description	Example
Multiple Choice	Question format where you select the right answer to a question from multiple options	Select the correct prefecture and capital combination below. a) Hokkaido - Sapporo City b) Kanagawa - Yokohama City c) Oita – Oita City
True/False	Correct or incorrect statements	APU's elevation is 338m. True or False?
Matching	A format in which the correct answer is matched to the question from answer options corresponding to the number of questions shown	Select the prefectural capital below. "Question" : "Options" • <b>Hokkaido</b> : Sapporo City/Yokohama City/Oita City • <b>Kanagawa</b> : Sapporo City/Yokohama City/Oita City • <b>Oita</b> : Sapporo City/Yokohama City/Oita City
Short answer	A format to answer a question with an appropriate word or phrase * Grades can vary from 100% to "None" for each response in the case of multiple right answers	Please write the name of the university located at Jumonjibaru, Beppu City, Oita Prefecture. Ritsumeikan Asia Pacific University (5 points) / APU (1 point)
Numerical	Format to answer a question with a numerical value * Correct answers established with a certain error range to the correct numerical value can also be set	How many students are there at APU as of May 2023? 5,796 (Set with an error range of $\pm 100$ )
Essay	Format to answer a question in writing	Please express your views regarding the influence of climate change on tourism in Beppu.

# Question Types

Question Types (2/3)	Description	Example
All or Nothing Multiple Choice	Multiple choice questions in which there are multiple correct answers in the options, and all answers must be correct to be a correct answer	Select the correct prefecture and capital combination below. <b>(All combinations must be correct for the answer to be correct.)</b> a) Hokkaido – Sapporo City b) Kanagawa - Yokohama City c) Oita – Oita City
Calculated simple	Format in which the student makes calculations by using wildcards that are replaced by an actual value when taking the quiz (ex. {x} , {y})	(Set the question) Find the area of a triangle when base = {x} cm and height = {y} cm. (Set the formula) {x}*{y}/2 (Question shown during the quiz) Find the area of a triangle when base = 12 cm and height = 10 cm.
Drag and drop [image]	Format to answer by setting an answer framework to a background image and having the student drag and drop from options of images or text	Drag the correct prefectural flags from the options below and place them on the map as the prefectural flags for prefectures A~E. (Background) Blank map of the Kyushu region (with prefectural borders and the letters A~G) (Options) Images of prefecture flags for seven prefectures
Drag and drop [Text]	Format to answer by dragging and dropping a word or phrase that matches the missing part of a text (shown as a blank square) from options	Please drag the appropriate words from the options and fill in the blanks in the following English sentence. Japanese: 私は英語が苦手です。 English: I'm [ ] [ ] [ ] English. Options) [no] [not] [good] [bad] [at] [to]
Drag and drop [Markers]	Format to answer by dragging and dropping markers (text frames) to the correct position on a background image. * The answer frame is not shown (the place to drop is shown with image coordinates)	Drag the correct names of the prefectures from the options below and place them on the map as names of prefectures for prefectures A~E. Blank map of the Kyushu region (with prefectural borders and the letters A~G) (Options) Names of seven prefectures
Select missing words	A format to fill in the blank text in a statement using a dropdown menu	Select the correct word for the blank in the following text from the options. APU is in Oita Prefecture, 【Hiji Town / Beppu City / Oita City】 , and is run by the school trust 【Ritsumeikan / Beppu University / Waseda】 .

# Question Types

Question Types (3/3)	Description	Example
Random short-answer matching	<p>Automatic creation of question combinations by random combinations of correct answers and short-answer questions.</p> <p>* Can be used when there are multiple questions of the same short-answer type in the question bank</p>	<p>(Existing short-answer question)</p> <ul style="list-style-type: none"> <li>• Provide APU's elevation as a number → 338</li> <li>• Provide Mt. Tsurumi's elevation as a number → 1375</li> </ul> <p>(Random short-answer question combination)</p> <ul style="list-style-type: none"> <li>• Provide APU's elevation as a number Choose from: <b>【338 / 1375】</b></li> <li>• Provide Mt. Tsurumi's elevation as a number Choose from: <b>【338 / 1375】</b></li> </ul>
Calculated	<p>As with calculated simple, format in which the student makes calculations by use of wildcards that are replaced by an actual value when taking the quiz (ex. {x} , {y})</p> <p>* The way to set the value range included in the wildcard differs from calculated simple questions.</p>	<p>(Set the question) Find the area of a triangle when base = {x} cm and height = {y} cm.</p> <p>(Set the formula) {x}*{y}/2</p> <p>(Question shown during the quiz) Find the area of a triangle when base = 12 cm and height = 10 cm.</p>
Embedded answers (Cloze)	<p>A format in which multiple choice problems, short answer problems, and numerical problems can be inserted simultaneously into one question.</p> <p>* Writing in a special format is required</p>	<p>(Example of a written question with a fill-in-the-blank question format) Oita Prefecture's capital is [OOO]. {1:SHORTANSWER:=Oita#Congratulations! ~%50%Beppu#Wrong answer. Beppu is the second largest city in Oita Prefecture after Oita. ~*#Incorrect. The capital of Oita Prefecture is Oita of course.}</p>
Calculated multichoice	<p>A multiple choice question format that includes numerical formulas for calculated questions with wildcards in the options</p>	<p>(Set the question) Select the correct answer for {x} + {y} . (Option 1) {={x} + {y}} → Correct (Option 2) {={x} + {y} + 1} → Incorrect</p>
Description	<p>Input instructions or descriptions you would like to show students while they are taking the quiz. Displaying images is also possible.</p>	<p>“Before proceeding to the next question, please examine the following image and take notes on what you notice.” → Instruct the student for the question asking for findings in the image: “The questions from here on require calculations. Please have a calculator ready.”</p>

# Checking your Quiz Results

After the quiz is finished, the feedback and review options set will be displayed to the student.

The screenshot displays the results for a 'Mid Term' quiz. It includes a table with quiz statistics: Started on (Wednesday, 26 July 2023, 4:50 PM), State (Finished), Completed on (Wednesday, 26 July 2023, 4:50 PM), Time taken (21 secs), and Grade (10.00 out of 10.00 (100%)). Below this, there is an 'Overall feedback' section with the text 'This is Overall feedback.' and a 'Question 1' section. Question 1 asks for the abbreviation of Ritsumeikan Asia Pacific University, with 'APU' selected as the correct answer. The question feedback shows 'This is Specific feedback.' and the general feedback shows 'Your answer is correct. This is General Feedback.' and 'The correct answer is: APU'.

Started on	Wednesday, 26 July 2023, 4:50 PM
State	Finished
Completed on	Wednesday, 26 July 2023, 4:50 PM
Time taken	21 secs
Grade	10.00 out of 10.00 (100%)

**Marks**

**Overall feedback**  
This is Overall feedback.

**Question 1**  
Correct  
Mark 10.00 out of 10.00  
Flag question

What is Ritsumeikan Asia Pacific University's abbreviation?

1. APU ✓ This is Specific feedback.  
 2. apu **Specific feedback**

**Whether correct**  
Your answer is correct.  
This is General Feedback. **General feedback**

**Right answer**  
The correct answer is:  
APU

Depending on the course instructor, some feedback or information may be shown after the Quiz.  
If you have any questions about the Quiz content, please ask your instructor.





# Safe Exam Browser (SEB)



Please see the manual for installation instructions

## ■ Special Browser for Moodle

- This cannot be used for anything but APU Moodle.
- When the browser is launched, PC functions are limited:
  - Starting up other applications (such as Zoom, other browsers, and Adobe) will be disabled
  - Shortcut key controls such as “Ctrl + C” and “Ctrl + V” will be disabled

## ■ When the “Safe Exam Browser” setting is turned on, you cannot access the Quiz without using SEB

- SEB is turned off in the default settings, but please be aware of this setting!

## ■ Requirements: Quizzes must be held in IPS or CAI classrooms in Building D

- SEB can be used on student PCs in IPS and CAI classrooms
  - SEB cannot be used with the teacher’s desk PC (due to the dual display setup)
- **When using the SEB on personal devices, please be careful of the following:**
  - Input is set to the English keyboard regardless of device (campus PCs have English keyboards)
    - The alphabet is the same, but symbol input will be different (such as “@”, “( )”, “:”, “;”, etc.).
  - This app cannot be used on smartphones or tablets.
  - If you are having problems using SEB on your device, please use the [rental PC locker on the 3<sup>rd</sup> floor of Building D.](#)
  - Please refer to [the application developer webpage](#) for details and information on bugs.