

HOW 2

Randomizing Quiz Questions (D2L)

- In order for students to see different questions, the instructor must set up a randomized section in the quiz or exam. This may help reduce cheating during an online exam or quiz.

Step 1: Create a Question Library

1) Go to **Quizzes** from the Toolbox and select **Question Library**

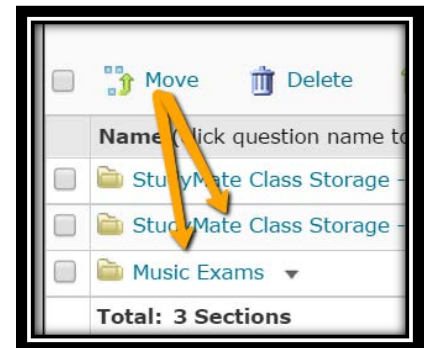


2) Click on the **New** button and then select **Section**.

You are creating a folder for your questions; name the folder with the Exam Name and Click Save



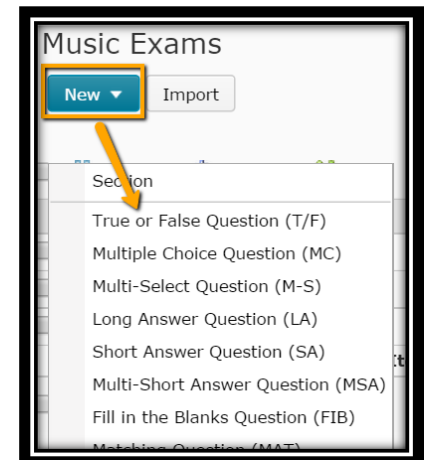
3) To enter the folder, click on it. *This will open your empty folder.*



4) Click on **New** and choose the question type you wish to add to your exam.

*Note: If you have questions created in other quizzes you wish to import, you may use the **Import** button and search for those questions and import them into this folder.*

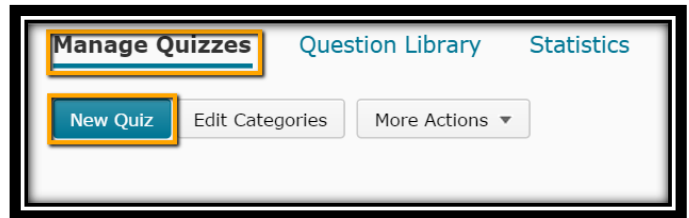
D. When you are finished adding questions click **Done Editing Questions**.



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Step 2: Creating your Quiz/Exam

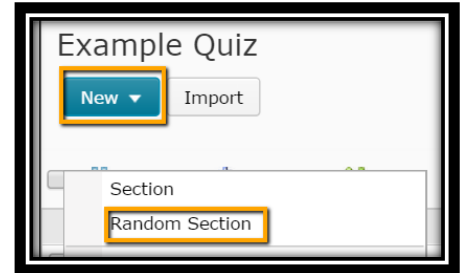
- 1) From Manage Quizzes, click on **New Quiz**.
- 2) Name the Quiz Appropriately.



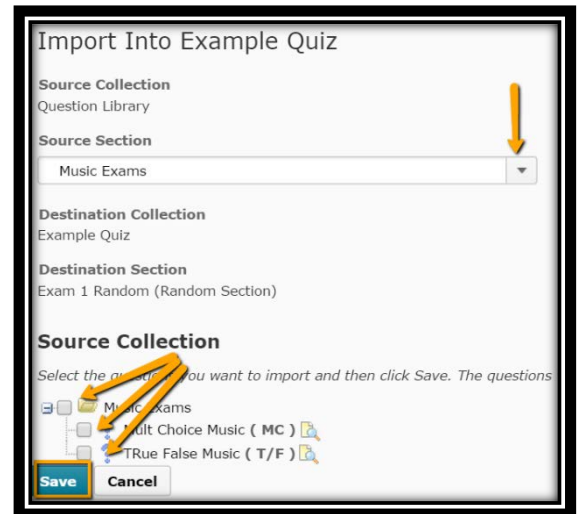
- 3) On the Properties Tab, click on **Add/Edit Questions** button in the middle of the page.

- 4) Click **New**, and choose **Random Section**.

*Name the section of the exam with something meaningful. If it is the entire exam, you might just call it Exam 1 for example. But if it is a Random Section with other sections in the exam, you might call it Exam 1 Random. Then click **Save**.*



- 5) Open the random folder by clicking on it.
- 6) Click on **Import**.
- 7) Choose the folder you created in the Question Library that is associated with this exam. The questions will populate in the Source Collection area underneath.
- 8) Choose your questions, click **Save**



- 9) On the next screen follow the directions at the top of the screen to manage your questions and finish creating your quiz.
- 10) When you are finished click on **Done Editing Questions**.

