

Quiz: Overview

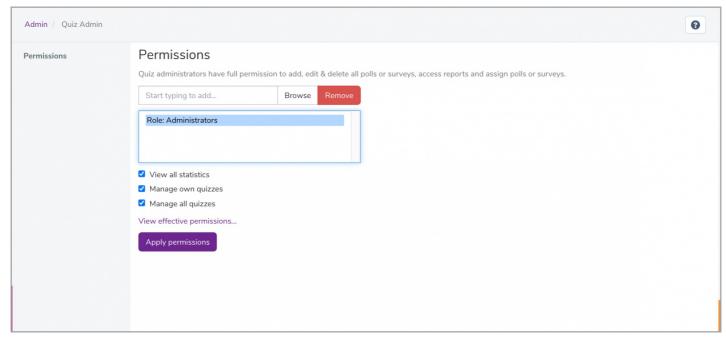
Article related to version 8.7+

Included in this article

- Admin overview of Quiz
- Front-end overview of Quiz
- How to create a quiz
- View quiz statistics

1 - The admin side & permissions

As an application administrator, you can navigate to Admin > Quiz, and you will see the following page:



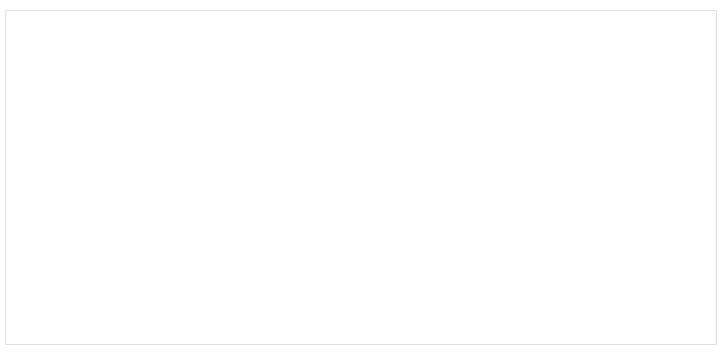
You can assign certain user groups and roles to have permissions over the following options:

- View all statistics: User(s) can view the reports (score, pass/fail ratio, etc.) of each quiz from the front end.
- Manage own quizzes: User(s) can add, edit & delete quizzes that have been created by themselves.
- Manage all quizzes: User(s) can add, edit & delete all quizzes that have been created.

2 - The front-end of quiz

On the landing page of the Quiz application, you will see all existing quizzes, as well as a category filter on the right-hand side to show the number of quizzes in each status.

You will also see the following options: (1) Create a Quiz, (2) View statistics, and (3) Quiz -Admin:

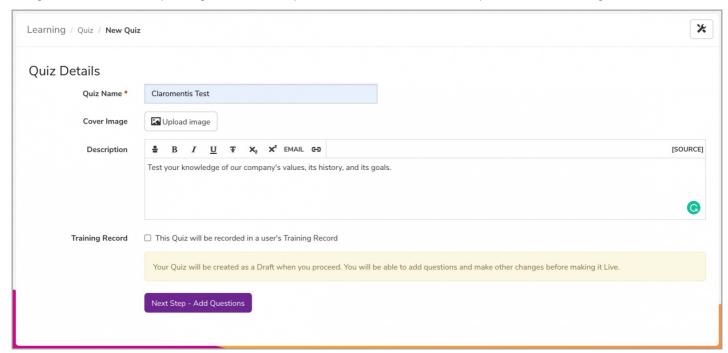


Reminder: You will only be able to see the above options according to your permissions.

2.1 - How to create a quiz

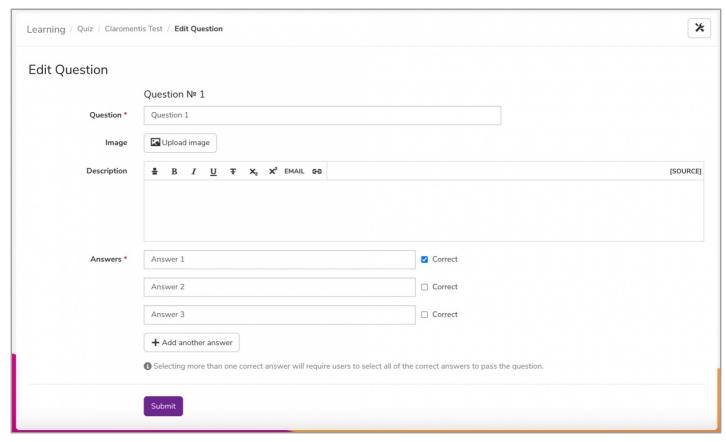
Given the correct permissions, you will see the create a quiz button from the front end of the application.

Here you can add a title to the quiz and give it a short description. You can also choose to have the quiz be recorded in training:



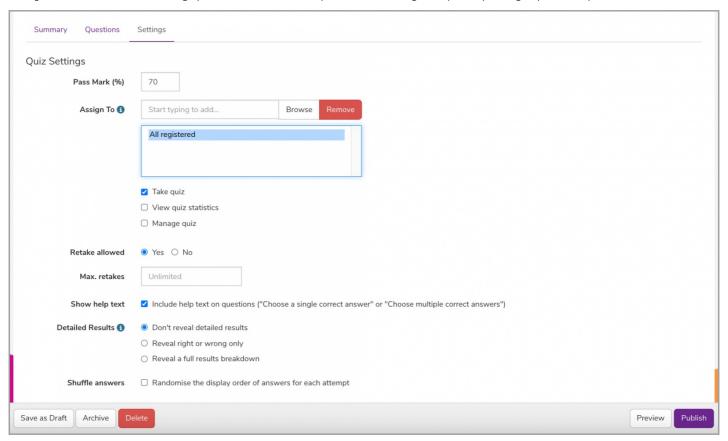
Reminder: When a quiz is first created, it will be in a Draft state meaning only those with permissions to manage the quiz will be able to interact with it until it is changed to Live.

Next, you can begin adding questions:



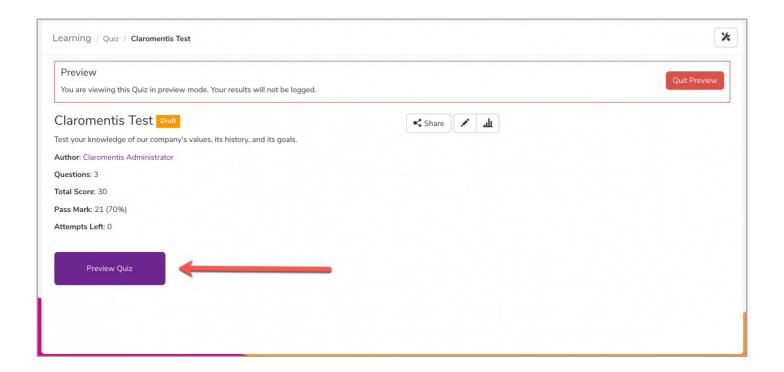
Once you have finished adding questions, you can navigate to Settings.

Here you will be taken to the following options. You can decide the pass mark and assign the quiz to specific groups for completion:



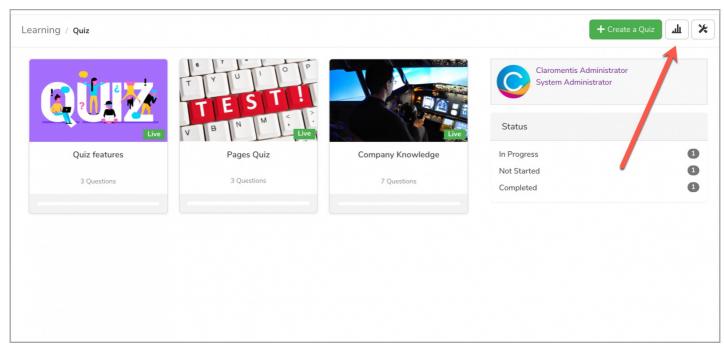
For more information on how to creating a quiz, click here.

You can then preview and publish the quiz:

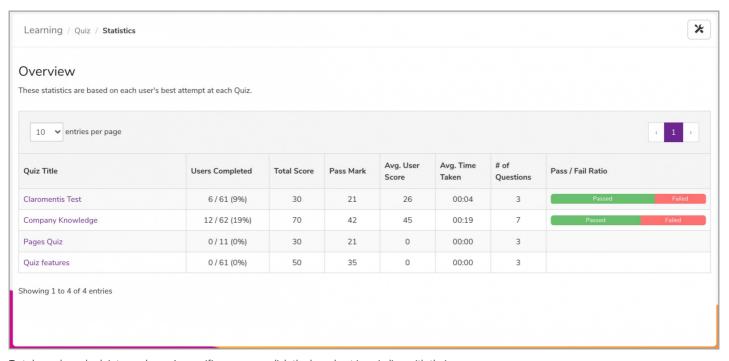


2.2 - Viewing statistics

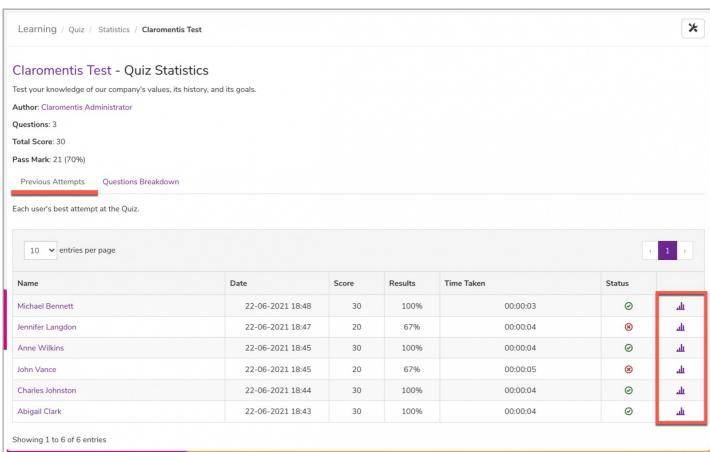
Once users have completed quizzes, admins can view quiz statistics such as score distribution, score average, question statistics, and user statistics by clicking the graph icon:



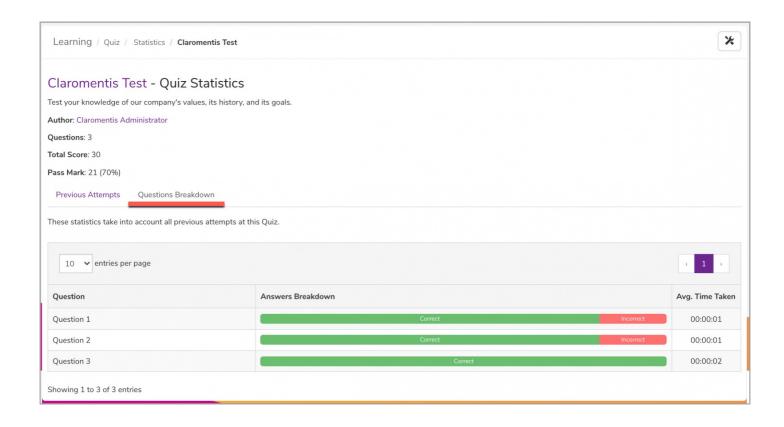
You will first see the average results of all quizzes here - you can select a specific quiz for more details:



To take a closer look into each user's specific answers - click the bar chart icon in line with their name:



You can also check the overview of each question - navigate to the Question Breakdown tab:



Last modified on 6 December 2023 by Hannah Door Created on 11 July 2021 by Veronica Kim Tags: administrator, quiz