

Educational Technology Corner | February 2024

Tech Tips

What's new in Chrome?

Browse with a secure connection

Chrome can warn you before you visit a site over an insecure connection. This keeps you safer online, especially on public networks like at coffee shops and airports.

- Open Chrome menu and select Settings.
- Click Privacy and Security and select Security.
- Under the Advanced section, turn on Always use Secure Connections.

Discover the newly reimagined Chrome Web Store

Explore new categories and personalized recommendations that simplify your search for the perfect themes and extensions to customize your browser.

- Open the Chrome menu.
- Select Extensions, then Visit Chrome Web Store.
- Explore extensions and themes to make Chrome your own.

Brightspace

[February 2024 Release notes](#) (Video)

Use Question Library and Question Pools to create a randomized set of quiz questions

Randomizing your quiz questions prevents learners from sharing the questions and answers with other learners in the course. This prevents cheating and removes an advantage some learners may have over others.

You must use Question Library to provide a random set of quiz questions. Question Library is a central repository where you can store questions to reuse in a course. As a best practice, we recommend that you create all your questions using the Question Library. This ensures your questions are stored in one central location for reuse and access. For more information, refer to [About Question Library](#).

Question Pools allow you to create quizzes with randomized questions while using the new Question Creation Experience. Question pools are an effective way to prevent cheating on quizzes as they ensure each learner receives a unique set of questions. Once you have entered a title, the number of questions to select, and the points per question for your question pool, you can browse the Question Library or existing quizzes, surveys, and self-assessments, to select the desired questions. It is recommended that you organize your Question Library to include a section for each quiz. This makes it easier to locate the correct questions during the question pool creation process. A dynamic preview is automatically generated when questions are imported into a question pool. The preview allows instructors to quickly get an idea of how the question pool appear to learners when taking the quiz.

To create a question pool and give each learner a random set of quiz questions

1. Navigate to **Quizzes**.
2. Click the name of your quiz.
3. Click **Create New > Question Pool**.

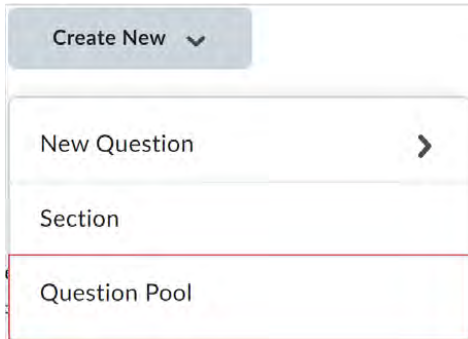


Figure: Click **Create New** and then click **Question Pool**.

4. In the **New Question Pool** dialog, enter a title in the **Question Pool Title** field.
5. Enter the number of questions you want taken randomly from the pool in the **Number of Questions to Select** field.
6. Enter the number of points each question is worth in the **Points per Question** field.
7. Click **Browse Question Library**.

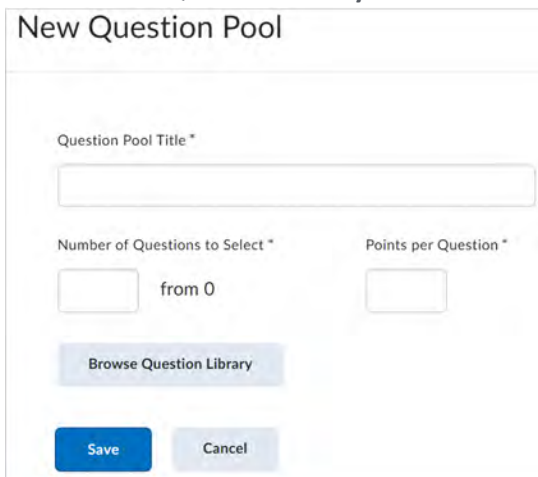
A screenshot of the 'New Question Pool' dialog box. It has a title bar 'New Question Pool'. Inside, there is a text input field for 'Question Pool Title *'. Below it are two input fields: 'Number of Questions to Select *' with a 'from 0' label, and 'Points per Question *'. A 'Browse Question Library' button is below these fields. At the bottom are 'Save' and 'Cancel' buttons.

Figure: Enter your question pool details in the fields.

8. Select the questions you want to include in the question pool by selecting the question's check box. Questions are automatically chosen at random from the ones you select.

Note: If you are also using sections in your Question Library, you can select questions from different sections. You may have to expand the section (and sub-sections) to see the nested questions.

9. Click **Import** to add the questions to the question pool.
10. Click **Save**.
11. Repeat this process if you have multiple sections in your quiz, with each section drawing a random set of questions.
12. Click **Save and Close**.

You have created a section and given each learner a random set of questions.

About random sections

You can create random sections in quizzes to distribute a unique set of questions to individual users. Random sections pull questions from a designated pool of questions (**Question Pool**) stored in the Question Library.

Since you can only access random sections within quizzes, you must create a quiz before you can create its random sections. You can import an infinite number of questions from Question Library into each random section, but you cannot create new questions within random section folders.

Managing random sections (renaming, reordering, deleting) is similar to managing quiz questions except you cannot publish random sections.

Converting random sections to question pools

In the quiz creation experience, all existing random sections convert to question pools. This does not change the quiz taking experience for learners.

In some cases, the system prompts you to move content from a former random section into a parent section. This occurs when either of the following conditions are met:

- The random section settings have Show Section Name selected.
- The random section message field contains information.

When you convert the random section, the title and message information moves to a parent section, and the randomization settings and questions move to a question pool nested inside that parent section.

Shuffle all the questions and sections in a quiz

If you want each learner to see all the questions or sections in a quiz in a different order, the quiz should contain questions only or questions in sections.

To shuffle all the questions and sections in a quiz

13. Navigate to **Quizzes**.
14. Click the name of your quiz.
15. Expand the **Timing & Display** accordion.
16. Under **Shuffle Quiz**, select **Shuffle questions and sections within the quiz. Does not cascade to sub-sections.**

The image shows a 'Timing & Display' accordion panel. It contains several settings:

- Timing & Display** (header with a dropdown arrow)
- ☐ Set time limit
- Paging**
 - All questions displayed together (dropdown menu)
- Shuffle Quiz**
 - ☒ Shuffle questions and sections within the quiz. Does not cascade to sub-sections. (This option is highlighted with a red box)
- Display**
 - ☐ Allow hints
 - ☐ Disable Email, Instant Messages, and Alerts within Brightspace ?
- Header and Footer**
 - [Manage Header and Footer](#)

Figure: Select **Shuffle questions and sections within the quiz. Does not cascade to sub-sections** in the **Timing & Display** accordion.

17. Click **Save and Close**.

You have shuffled all the questions and sections of your quiz.

Shuffle a set of quiz questions using a section

Shuffle questions in a quiz while ensuring that certain questions appear in the same order.

To create a section and give each learner quiz questions in a different order in that section

18. Navigate to **Quizzes**.

19. Click the name of your quiz.

20. Click **Create New > Section**.

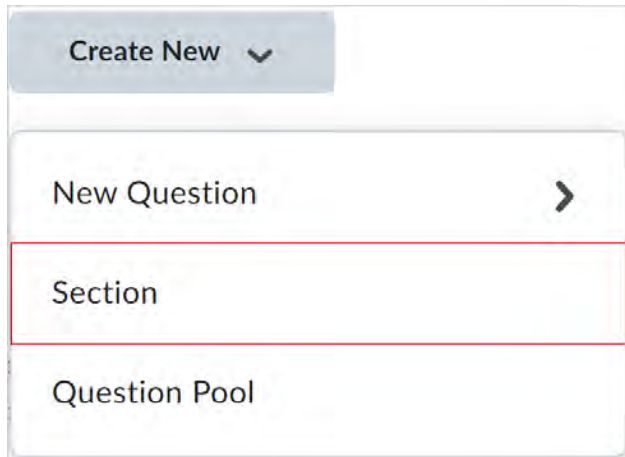


Figure: Click **Create New** and then click **Section**.

21. In the **New Section** dialog, enter a title in the **Section Title** field. Optionally, enter a section description in the **Section Text** field. **Note:** The Section Title is, by default, visible to learners. To ensure learners do not see the title, select **Hide Section Title from learners**.
22. Select **Shuffle questions in this section**.

A screenshot of the 'New Section' dialog form. The form has a title 'New Section' at the top. Below it is a text input field for 'Section Title *', which is highlighted with a red rectangular border. Underneath this field is a checkbox labeled 'Hide Section Title from learners'. Below that is another text input field for 'Section Text'. Underneath this field is a checkbox labeled 'Hide Section Text from learners'. At the bottom of the form is a checkbox labeled 'Shuffle questions in this section', which is also highlighted with a red rectangular border. Below this checkbox is a smaller text line that reads 'Also shuffles sections and question pools in this section. Does not cascade to sub-sections.'

Figure: Enter a **Section Title** and select **Shuffle questions in this section**.

23. Click **Save**.
24. Drag and drop individual questions from your quiz into the relevant section. To move multiple questions into a section simultaneously, select the check box next to the questions, select **Move To > Section**, and then select the section name.
25. Click **Save and Close**.

You have shuffled your quiz questions while maintaining a specific order for some questions in a section.

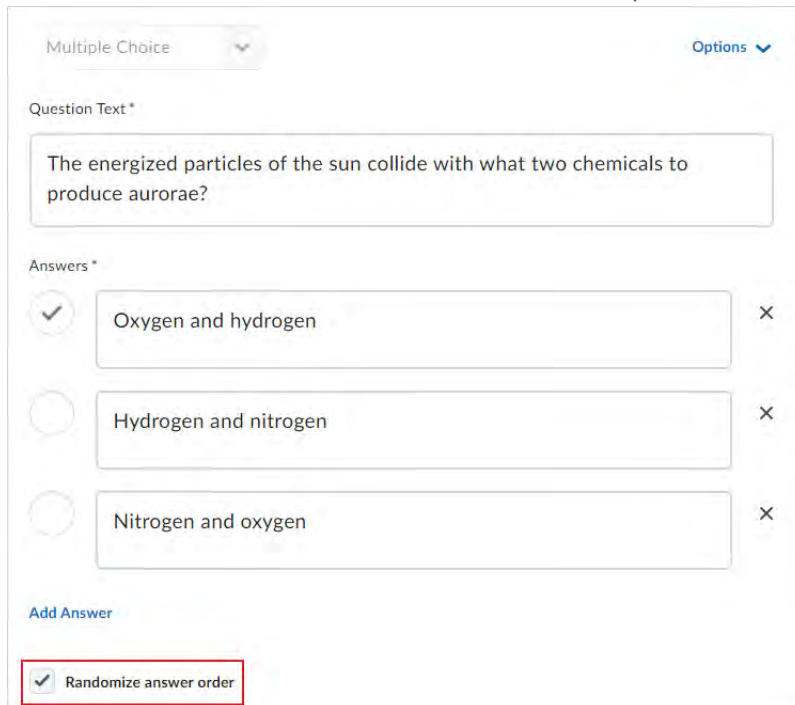
Randomize the answer choices in multiple choice and multi-select quiz questions

If you want to discourage your learners from cheating on quizzes with multiple choice and multi-select questions, you can randomize the answer choices for each question so the correct answer(s) are in a different order for each learner.

Note: When using answer choices that require the order to remain constant, for example answer choice C is Both A and B, or the final answer choice is All of the above, you do not want to randomize the answer choices in those types of questions.

To randomize answer choices in multiple choice and multi-select quiz questions

26. Navigate to **Quizzes**.
27. Click the **Question Library** tab.
28. Click on the name of a question with the **Type** being **MC** (multiple choice) or **MS** (multi-select).
29. Select **Randomize answer order** below the answer options.



The screenshot shows the 'Multiple Choice' question editor interface. At the top, there is a dropdown menu set to 'Multiple Choice' and an 'Options' link. Below this is the 'Question Text' field containing the text: 'The energized particles of the sun collide with what two chemicals to produce aurorae?'. Underneath the question text is the 'Answers' section, which contains three answer choices, each with a radio button and a delete 'X' icon: 'Oxygen and hydrogen' (selected), 'Hydrogen and nitrogen', and 'Nitrogen and oxygen'. Below the answer choices is an 'Add Answer' link. At the bottom of the form, there is a checkbox labeled 'Randomize answer order' which is checked and highlighted with a red rectangle.

Figure: Select **Randomize answer order**.

30. Click **Save**.
31. Click **Done Editing Questions**.

You have randomized the answer choices for a multiple choice or multi-select question.

Create bonus quiz questions

Create bonus questions to allow learners a chance to score extra marks on their quiz.

To create bonus quiz questions

32. Navigate to **Quizzes** or **Content**.
33. Click the desired quiz.
34. Select the questions that you want to make as bonus questions.
35. Click **More Actions**.
36. Click **Toggle Bonus**.

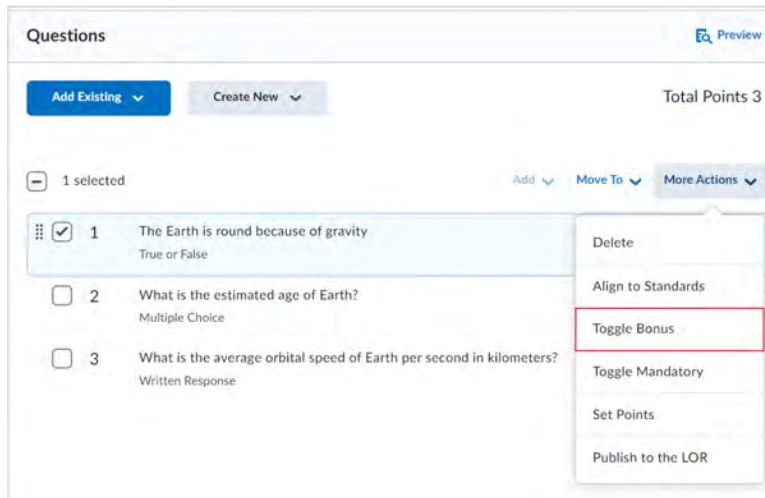


Figure: Select **Toggle Bonus** from the **More Actions** drop-down menu.

Note: Bonus questions are shown to learners with the word **(Bonus)** displayed.

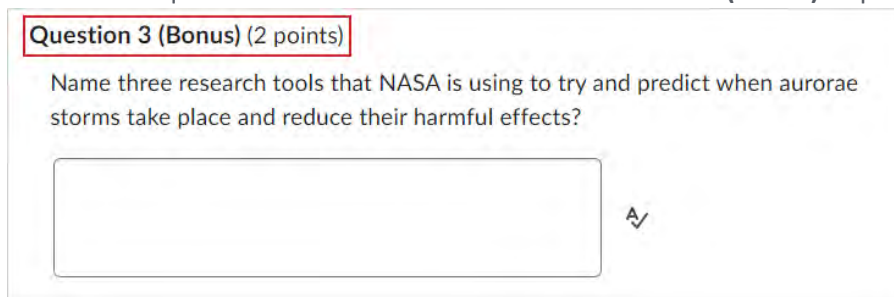


Figure: All bonus questions are shown with **(Bonus)** displayed.

Provide a random set of bonus quiz questions

You can also provide a random set of bonus questions in your quiz.

To provide a random set of bonus questions

37. Navigate to **Quizzes**.
38. Click the name of your quiz.

39. Click **Create New > Question Pool**.

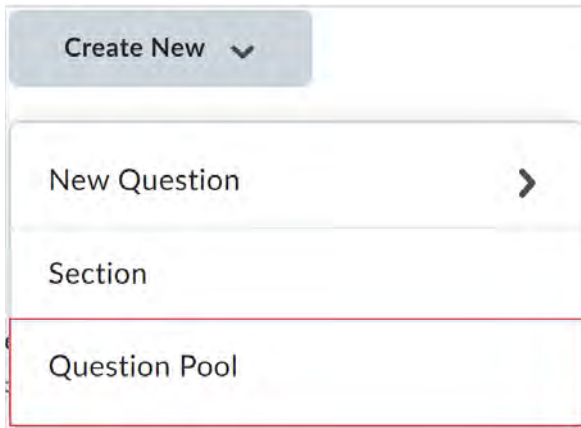


Figure: Click **Create New** and then click **Question Pool**.

40. In the **New Question Pool** dialog, enter a title in the **Question Pool Title** field.

41. Enter the number of questions you want taken randomly from the pool in the **Number of Questions to Select** field.

42. Enter the number of points each question is worth in the **Points per Question** field.

43. Click **Browse Question Library**.

A screenshot of a 'New Question Pool' dialog box. It has a title bar 'New Question Pool'. Inside, there is a text input field for 'Question Pool Title *'. Below it are two input fields: 'Number of Questions to Select *' and 'Points per Question *'. The 'Number of Questions to Select' field has a 'from 0' label next to it. Below these fields is a 'Browse Question Library' button. At the bottom are 'Save' and 'Cancel' buttons.

Figure: Enter your question pool details in the fields.

44. Select the random question section.

45. Click **More Actions** and select **Toggle Bonus**.

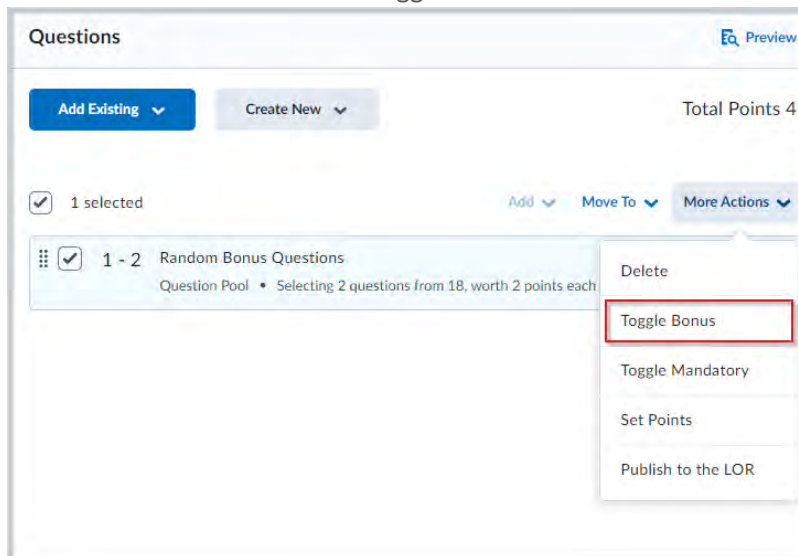


Figure: Select **Toggle Bonus** from the **More Actions** menu.

Change a bonus question into a mandatory question

You can change a bonus quiz question to a mandatory question.

To change a bonus question to a mandatory question

46. Navigate to **Quizzes**.

47. Click the quiz you want to edit.

48. Click the checkboxes for the bonus questions you want to make mandatory.

49. Click **More Actions** > **Toggle Mandatory**.

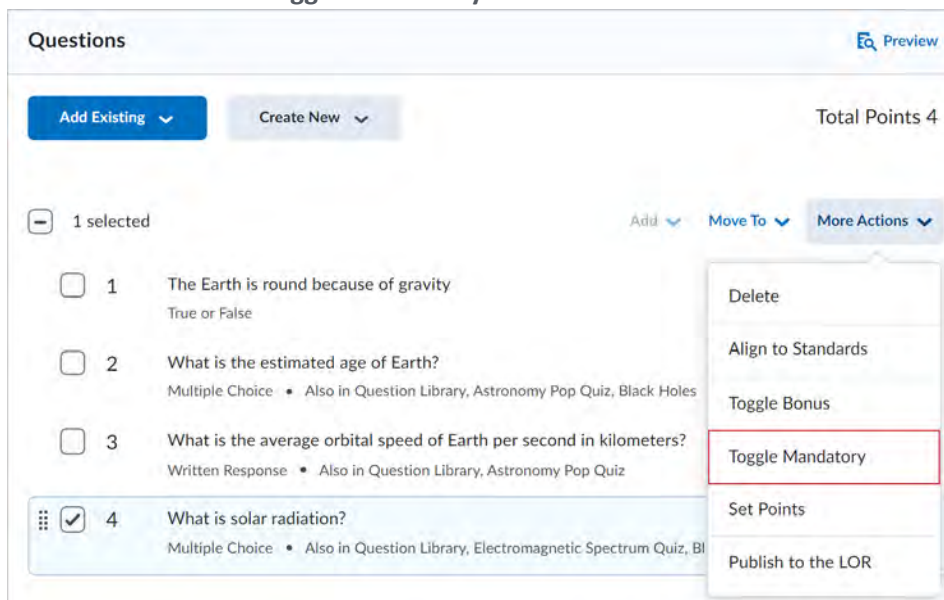


Figure: Click

More Actions > **Toggle Mandatory** to turn a bonus question into a mandatory question.

50. Click **Save and Close**.

You have changed the selected bonus question into mandatory question.

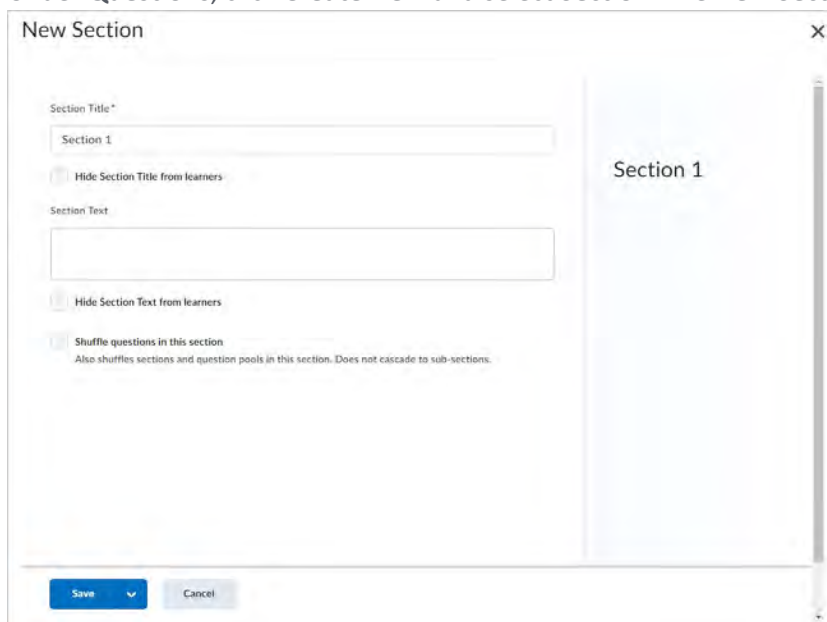
Note: If you no longer want to make a question mandatory, repeat steps 3-4 to remove the mandatory setting. By clicking the **Toggle Mandatory** option, you can add or remove the mandatory setting.

Use Sections to organize quiz questions

You can use sections to organize related quiz questions and display them to learners with a section header on a single page. This is useful when you want to present questions to a learner, but also organize questions conceptually by theme or parent topic. For example, sections could allow you to present all questions related to biology on a single page, or display a series of single biology questions on pages, each with the same section header.

To use sections to organize quiz questions

51. From your organization or course navbar, click **Quizzes**.
52. Click **New Quiz**.
53. Enter a **Name** for your quiz.
54. Under **Questions**, click **Create New** and select **Section**. The **New Section** page opens.



The screenshot shows a 'New Section' modal window. It has a title bar with 'New Section' and a close button (X). The form contains the following fields and options:

- Section Title***: A text input field with 'Section 1' entered.
- Hide Section Title from learners**: A checkbox that is currently unchecked.
- Section Text**: A text input field.
- Hide Section Text from learners**: A checkbox that is currently unchecked.
- Shuffle questions in this section**: A checkbox that is currently unchecked. Below it, a small note reads: 'Also shuffles sections and question pools in this section. Does not cascade to sub-sections.'

At the bottom of the form, there are two buttons: 'Save' (with a dropdown arrow) and 'Cancel'.

Figure: Enter details into **New Section** page.

55. Enter a **Section Title** and click **Save**.
56. To create a quiz question to add to this section, click **Create New > New Question** or select a question from the **Question Pool**.

57. Click and drag the quiz question into the **Section**. The quiz question nests under the **Section**.

The screenshot shows the 'Sections Quiz' configuration page. At the top, there's a 'Name' field with 'Sections Quiz'. Below it, 'Grade Out Of' is set to '1 point' and 'Due Date' is empty. A 'Description' field is also present. The 'Questions' section is highlighted, showing a list of items. A red box highlights a 'Section 1' entry, which contains a 'True or False?' question worth '1 point'. The 'Total Points' for the quiz is shown as '1'.

Figure: Review the **Section** of a quiz with all associated questions nested under it.

58. Repeat steps 5 to 7 to create more sections and nested quiz questions.

59. Click **Timing & Display**. Under **Paging** select **Add page break after each section**. This ensures that each section and all quiz questions nested under that section will display separately on a page.

The screenshot shows the 'Timing & Display' settings. Under the 'Timing' section, 'No time limit' is selected. Under the 'Paging' section, a dropdown menu is set to 'Add page break after each section'. A red box highlights the 'Paging' section and its dropdown menu.

Figure: Select the **Paging** option as **Add page break after each section**.

60. Click **Save** and then click **Preview**.

Note: When you preview, each **Section** that you create displays all the questions nested under it on a single page.

Sections are added to your quiz to display related questions on a single page.

Align learning outcomes to quiz questions

When you align a question to a learning outcome, the learning outcomes is aligned to all uses of that question within quizzes in the same course offering. It is possible to bulk align to all questions within a question pool or section.

In addition, you can align learning outcomes to question pools. If you align a question pool to an outcome, all questions in that pool are aligned in all incidences of the question inside and outside the question pool.

Note: The name of **Learning Outcomes** depends on the language term defined by your organization. Based on that setting, **Learning Outcomes** may be labeled **Competencies**, **Expectations**, **Objectives**, or **Standards**. Contact your administrator for more information.

To align learning outcomes to quiz questions

61. From the course navbar or **Course Admin > Assessment**, click **Quizzes**.

62. Click a quiz that already contains quiz questions.

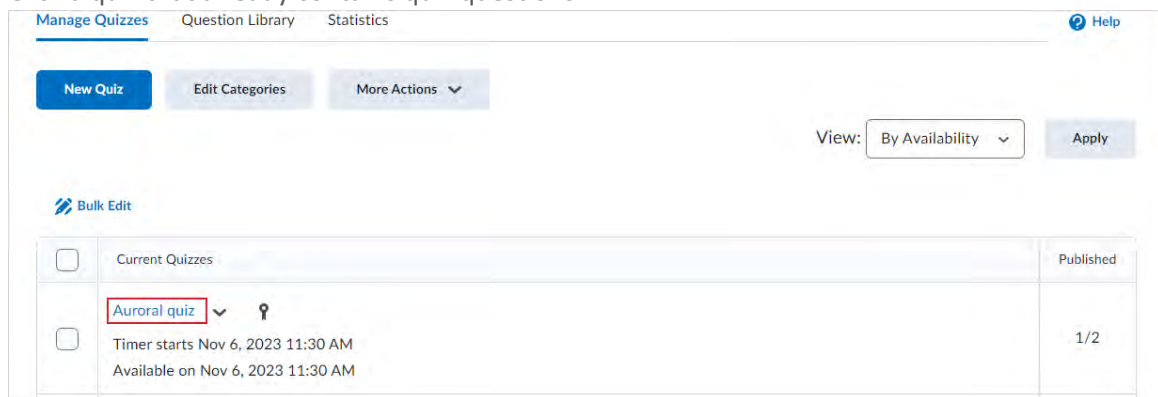


Figure: Click a quiz with quiz questions from the **Manage Quizzes** tab.

63. Select one or more questions or question pools to be aligned with standards, then click **More Actions**.

Note: The **More Actions** drop-down menu does not activate until you have at least one item selected.

64. Click **Align to Learning Outcomes**.

65. Select the check boxes for the learning outcomes you want to align to the quiz questions and click **Add**.

The associated learning outcomes now appear under each of the selected questions.

To remove learning outcome alignments on quiz questions

66. Select one or more questions or question pools that are aligned with standards and click **More Actions**.

67. Click **Align to Learning Outcomes**.

68. Uncheck boxes for the learning outcomes you want to remove from the quiz questions and click **Add**.

The associated standards are now removed from the question.

When a question in a quiz has a learning outcome aligned to it, an outcome tag appears next to the question in the Quiz Builder View and the Question Pool Editor. The Question Pool view also shows the cumulative list of all outcomes aligned to questions within the pool.

Customize the submission view to show quiz answers to learners

To release the submission view to learners immediately upon completion of the quiz, on the **Edit quiz** page > **Assessment** tab, select the **Auto-publish attempt results immediately upon completion** check box. Submission views are set up in terms of a default view and an additional view. The default view enables all learners, for instance, to see their final quiz score immediately after submitting the quiz. You could edit the default view and show questions answered incorrectly, show questions answered correctly, show all questions without user responses, or show all questions with user responses. Displaying a detailed submission view to all learners immediately after submitting a quiz would work if all learners took the quiz at the same time. However, if learners are completing the quiz at different times, and you want to ensure that learners do not share the answer key with other learners, you may choose to create an additional submission view. This additional view only appears to learners when you publish the feedback on a quiz attempt.

To customize the quiz submission view

69. On the navbar, click **Quizzes**.

70. On the **Manage Quizzes** tab, click the quiz you want to create a submission view for.

71. Click on the **Evaluation and Feedback** drop-down list.

72. Click **Customize Quiz Results Displays**.

Evaluation & Feedback

☐ Deduct points for incorrect answers

☒ Auto-publish attempt results immediately upon completion

☒ Synchronize to grade book on publish

When published, display to learners:

☒ Attempt grade

and

Incorrect questions only, without corre

Additional view comes into effect:
At 6/8/2012 7:39 PM
Grade visible, show all questions with correct answers, and learner's responses

Customize Quiz Results Displays

Figure: Click **Customize Quiz Results Displays** .

73. Click **Edit View** to customize the submission view. The questions are visible to learners in the submission view, select one of the following options to specify how you want the questions to appear:

- ☐ **Don't show** - No questions appear in the submission view.
- ☐ **All Questions** - All quiz questions and learner responses are displayed in the submission view.
- ☐ **Incorrect questions only with learner responses** - Only incorrectly answered questions appear in the submission view.
- ☐ **Correct questions only with learner responses** - Only correctly answered questions appear in the submission view.

Figure: Select how you want questions to appear on the results page.

74. Click **Update**.

75. Click **OK** to return to the **Manage Quizzes** page.

76. For the **When publishing, display to learners** section, you can choose to show students their **Attempt grade** and choose from the dropdown list how the questions should display in the submission view.

77. Click **OK**.

78. Click **Save and Close**.

Submission view settings are saved for your quiz.

Tophat

[How does the attendance tool work?](#) (video)