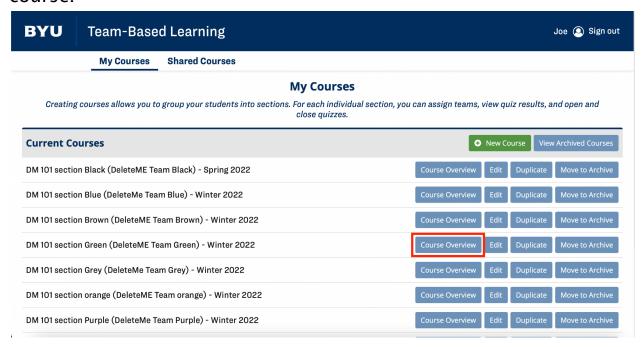
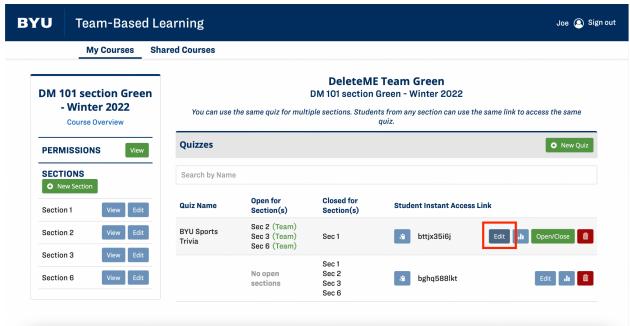
How to Distribute/Administer an Individual Quiz

Setting up the Quiz

1. Click the **Course Overview** button to open the desired course.



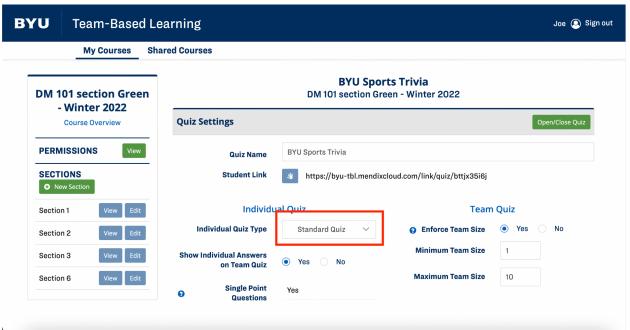
2. Click **Edit** next to the desired quiz.



Note: Certain edits cannot be made after a student has begun the quiz.

Distributing an Individual Quiz

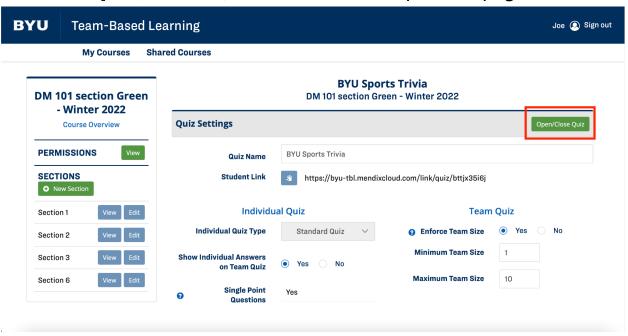
1. Choose a quiz type under the **Individual Quiz** heading. Select the **Save and Close** button at the bottom of the page once all changes have been completed.



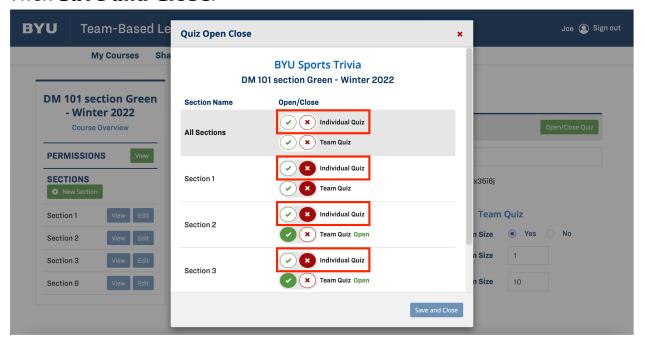
Note: There must be at least one quiz question created before you can select an Individual Quiz type.

Note: For further instructions on **Standard** vs. **Point Spreading** quizzes, see How to Create a Quiz instructions. Add a link to the How to Create a Quiz instructions.

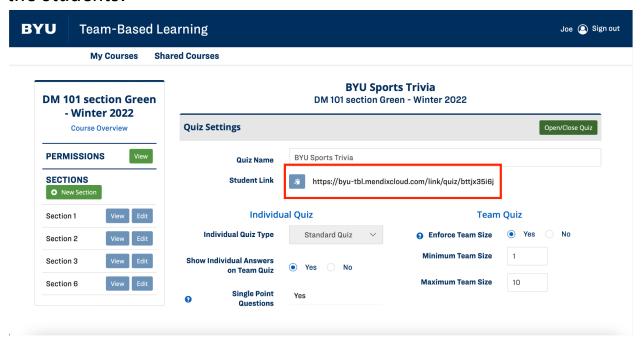
2. Click the Open/Close Quiz button at the top of the page.



3. Open the **Individual Quiz** option for each desired section. Then **Save and Close**.



4. To give students instant access to the quiz, copy the **Student Link** on the **Quiz Settings** page, then distribute the link to the students.



2/9/2022 McKay Humpherys Sean Lavering Mason Maxfield Brendon Ross Camren Taylor