Quizzes – Quick Reference Tips For Students

Be ready

- Study ahead of time
- Have materials on hand such as calculator, pencil, scratch paper
- Find a quiet space
- Make sure your computer and internet are well connected and stable
- Login using current version of Mozilla Firefox as your browser
  - Best browser for working in D2L
- Make sure you have cleared your browser's cache

During the Quiz

- Begin the quiz with plenty of time to complete it. The time allotted to complete a quiz will differ from class to class. Once you select **Start quiz**, the clock starts. However, if a quiz is only open until 11:59 p.m. on a set date and you begin it at 11:45 p.m. on that date, the quiz will close and lock you out at 11:59 p.m.
- **If you receive an error message during a quiz:** Press the keys, Ctrl and Print Screen to take a snapshot of your screen. Then, open Word and press Ctrl V (paste) to save the screenshot. This file can be attached to an email and sent to your instructor.
  - Your quiz will likely appear "In Progress" if you are unable to re-enter the quiz during the designated timeframe.
  - **You will not be able to use email in D2L while the quiz is "In Progress**," so if you need to notify your instructor about the error message, write to him/her from your student.cccs.edu email and send it to your instructor's Arapahoe.edu email account.

Completion

- Questions will auto-save as you answer them.
- Select **Submit Quiz**
- Select **Submit Quiz.** Select **Done.**
- Review results for matching, true/false, or multiple-choice questions
- Short answer, long answer, and fill in the blank will be manually graded by your instructor

Note: Instructors have control over quiz settings; you may not see your results until everyone has completed the quiz.