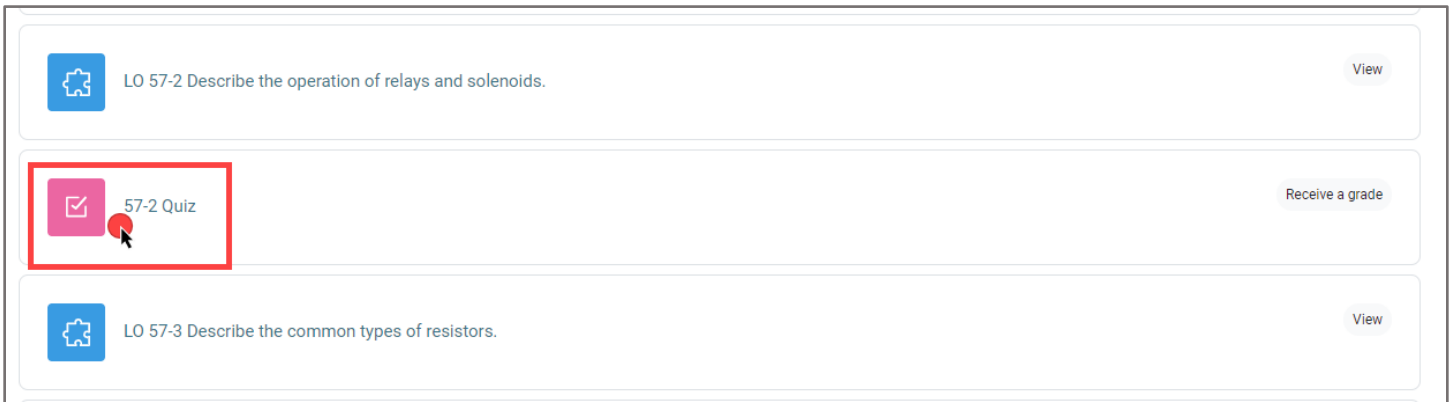


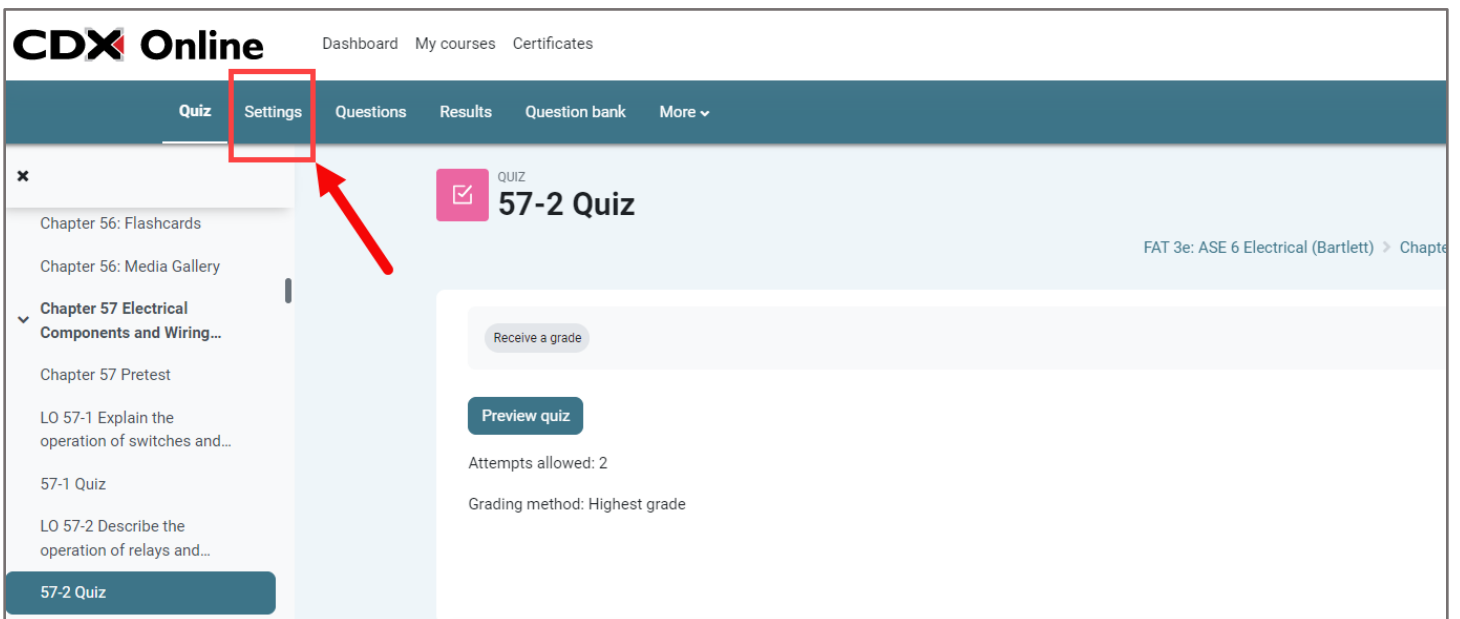
How to Modify Quiz Content

This document provides instructions on how to make changes to the settings and questions for a quiz within your course.

1. On the course home page, click the chapter that contains the quiz which you wish to modify.
2. Click on the **Quiz** you would like to modify.



3. From here, click **Settings** in the navigation bar at the top of the screen.



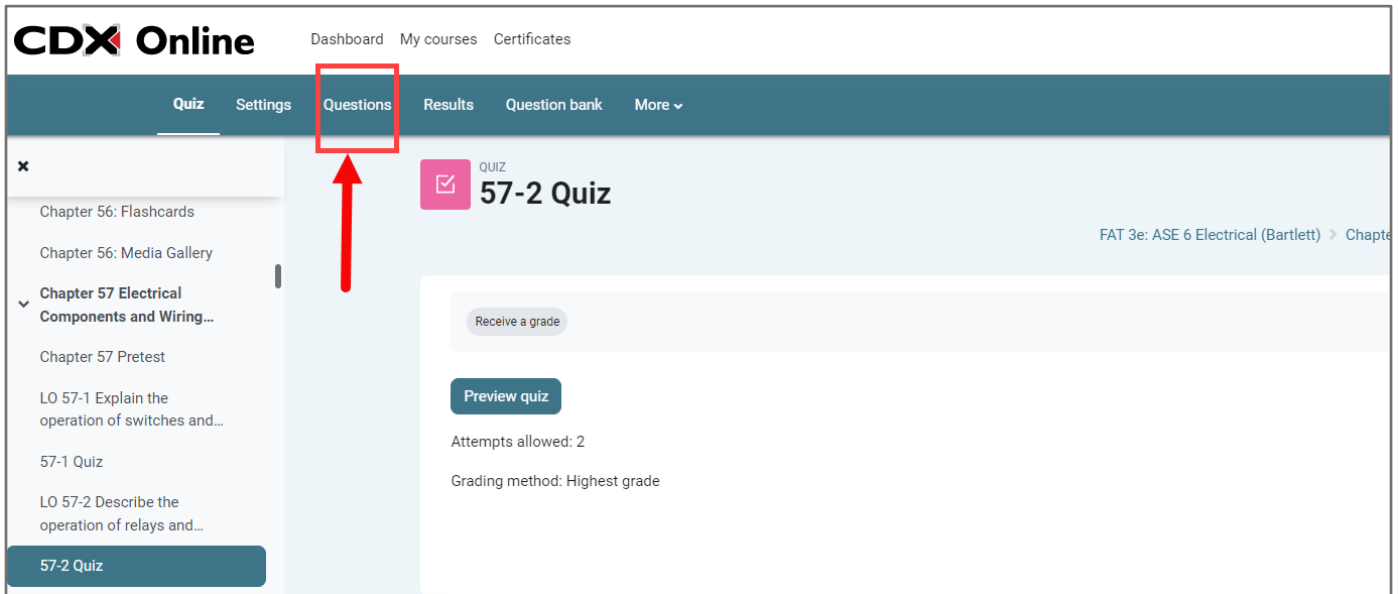
4. The settings page displays, allowing you to make any adjustments that are needed.

The screenshot shows the 'Updating Quiz in Chapter 57 Electrical Components and Wiring Repair' settings page. The 'General' section is expanded, showing the 'Name' field with '57-2 Quiz' and a 'Description' field with a rich text editor. A red callout box points to the 'Expand all' link in the top right corner, with the text: 'Click "Expand all" to view all settings on the page below (expanded for your view)'. Another red callout box points to the 'General' section header, with the text: 'Click to expand/collapse respective settings' options'. Below the 'General' section, the 'Timing' section is also expanded, showing options for 'Open the quiz', 'Close the quiz', 'Time limit', and 'When time expires'. The 'Grade' and 'Layout' sections are collapsed. A red box highlights the 'Timing' section header.

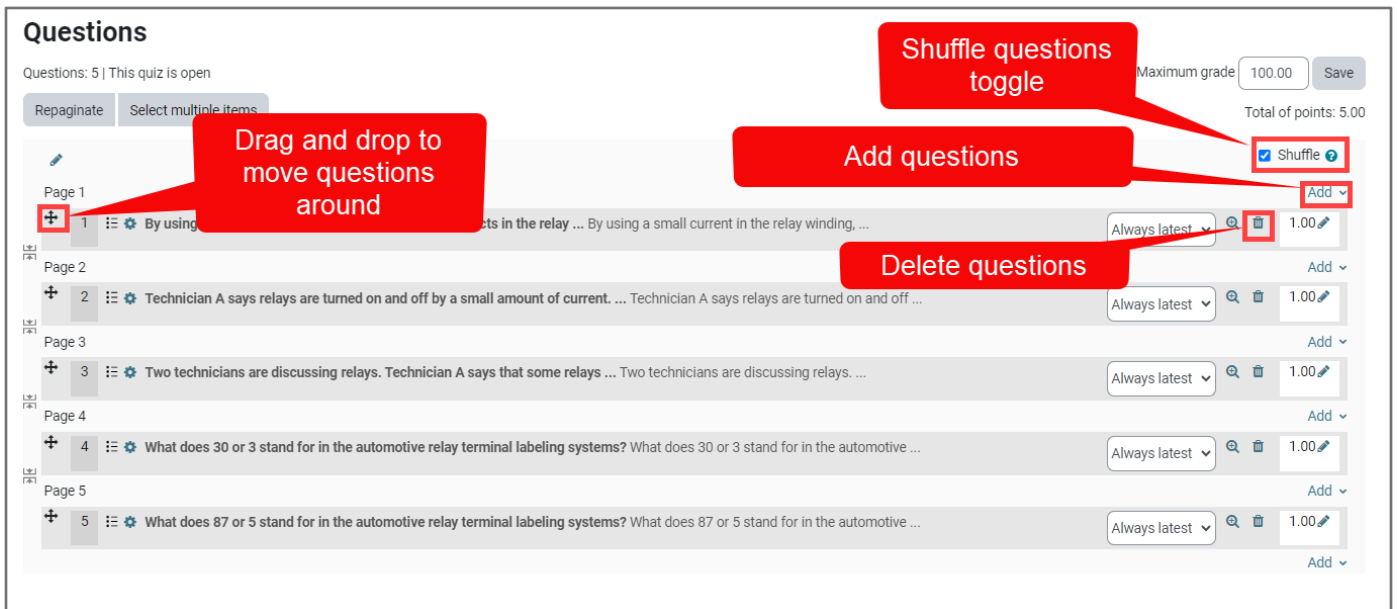
5. After making your changes, scroll down and click either **Save and display** to return to the quiz launch page or **Save and return** to course to return to the main course page.

The screenshot shows the bottom of the settings page. It includes sections for 'Activity completion', 'Tags', and 'Competencies'. Below these sections is a checkbox for 'Send content change notification'. At the bottom, there are three buttons: 'Save and return to course', 'Save and display', and 'Cancel'. A red box highlights the 'Save and return to course' and 'Save and display' buttons. A red icon and the word 'Required' are visible in the bottom left corner.

6. If you wish to edit questions in your quiz, from the quiz launch page, click **Questions** in the navigation bar at the top of the screen.



7. Use the applicable options on the Questions page to add, remove, or adjust questions as needed. Please note, you may not make any changes to the quiz contents if a student has logged a previous attempt for the quiz. This attempt(s) would need to be deleted first.



8. Your changes to the contents on this page will automatically save as they are made, and you may navigate to another course page whenever you are satisfied with your changes.