# F4: Quizzes and Tests

- Using the Safe Exam Browser
- Adding a Google Form to Moodle
- Types of Quiz Questions

# Using the Safe Exam Browser

If enabled, Moodle can force students to use the Safe Exam Browser (SEB) to take a Moodle quiz. This browser will restrict them from opening other browser tabs or programs on their quiz-taking device while completing the quiz. It will not restrict them from using other devices (like their phone) while taking the quiz.

Students must download and install the SEB on their device in order for it to work. The SEB is compatible with current versions of Windows, macOS, and iOS. It is **not** compatible with Chromebooks. The SEB is also available on the computers outside of the Biology lab.

## Setting Up a Quiz to use SEB

- Begin by setting up a quiz like you normally would.
- In the quiz **Settings**, expand the section with the heading **Safe Exam Browser**.
- Configure the SEB using the following options:

1. This lets Moodle know you want to use SEB for this quiz. Choose **Yes - Configure manually** to continue.
2. Gives students a button to download the SEB when they open the quiz. Choose **Yes**.
3. Gives students a link to quit the SEB. Otherwise, they will not have a link to exit the SEB. Enter something here, like your course number.
4. Asks students to confirm that they want to quit the SEB if they click the link. Choose **Yes.**
5. Allows students to quit the SEB. Choose **Yes**.
6. Requires students to have a password to quit the SEB. This is optional.
7. Allows students to reload the page if the internet has a connection issue. Choose **Yes.**
8. Allows students to see the SEB taskbar. Choose **Yes.**
9. Allows students to see the reload button in the SEB taskbar. Choose **Yes.**
10. Shows the current time in the SEB taskbar. The default is **Yes**, but can be changed if desired.
11. Allows students to choose keyboard layout in the SEB taskbar. Choose **Yes.**
12. Allows students to see Wi-FI controls in the SEB taskbar. The default is **No**, but can be changed if desired.
13. Allows students to see volume controls in the SEB taskbar. The default is **No.** Change to **Yes** if the quiz uses audio.
14. Allows students to access a webcam during the quiz. The default is **No.** Change to **Yes** if the quiz requires the use of their webcam.
15. Allows students to access a microphone during the quiz. The default is **No.** Change to **Yes** if the quiz requires the use of their microphone.

16. Allows for spellchecking within their written answers. The default is **No**, but can be changed if desired.
17. Gives options for filtering of URLs during the quiz. The default is **No**, but can be changed if desired.

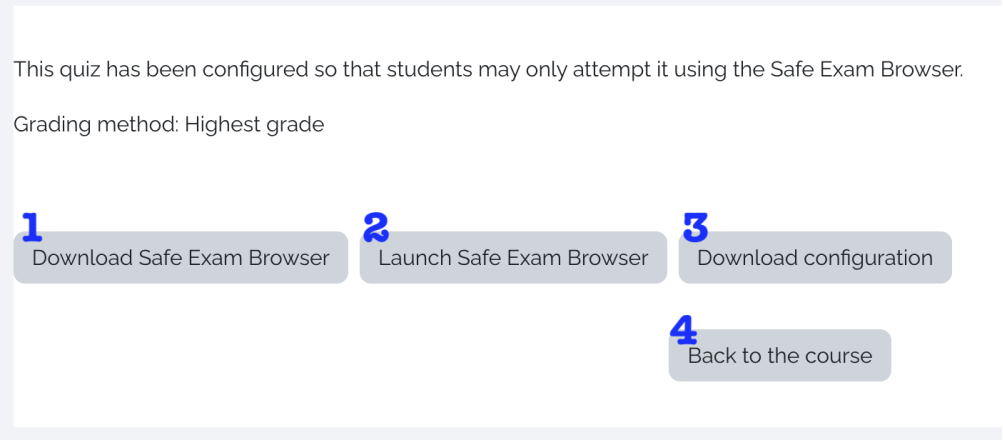
## Safe Exam Browser

1. Require the use of Safe Exam Browser — Yes – Configure manually
2. Show Safe Exam Browser download button — Yes
3. Show Exit Safe Exam Browser button, configured with this quit link —
4. Ask user to confirm quitting — Yes
5. Enable quitting of SEB — Yes
6. Quit password — *Click to enter text*
7. Enable reload in exam — Yes
8. Show SEB task bar — Yes
9. Show reload button — Yes
10. Show time — Yes
11. Show keyboard layout — Yes
12. Show Wi-Fi control — No
13. Enable audio controls — No
14. Allow browser access to camera — No
15. Allow browser access to microphone — No
16. Enable spell checking — No
17. Enable URL filtering — No

# What the Student Sees

## Before Launching the SEB

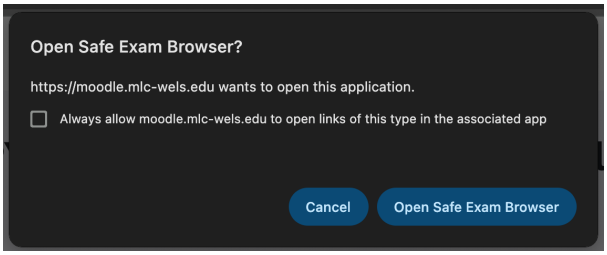
When a student opens a quiz that's configured to use the Safe Exam Browser, the screen will look slightly different than a typical quiz.




1. If students click here, they'll be taken to a page to download the latest version of the SEB for their device. They only have to download and install the SEB for the first Moodle quiz they take using the SEB, even if it's not for your course.
2. Students will click here to launch the SEB and start their quiz.
3. Students do not need to use the **Download configuration** option. Instructors can download the configuration file to use for future quizzes if desired. It will not harm anything if a student accidentally downloads it.
4. This button takes students back to the course home page.

## After Launching the SEB

*Note: if a student has not downloaded the Safe Exam Browser, they'll need to do that before they can launch it.*

- When students click **Launch Safe Exam Browser,** they'll likely first get a pop-up asking if it's ok for their computer to open the SEB app. Students need to click **Open Safe Exam Browser** or whatever is the affirmative choice.
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- As the SEB launches, it will look for applications that cannot be running while SEB is running. Zoom is one such application. The SEB will then try to close those applications.

Students may have to click to allow the applications to close.

- The SEB window will open with the familiar Moodle login screen. Students will log in with their MLC username and password.
- After logging in, students will be taken right to the quiz page where they can start the quiz.
- When students have submitted their quiz, they can close the SEB and return to their normal browser by clicking the power icon  in the bottom right corner of the screen.

- The SEB will try to relaunch the applications that it closed.
- Students can continue in Moodle as normal.

# Adding a Google Form to Moodle

1. Create your Google Form or Google Forms Quiz
2. Click the purple **Share** button in the upper right corner of your quiz.
3. If not already checked, check **Collect email addresses** so you know whose answers are whose.
4. Next to **Send via**, click the icon of the link to the right of the envelope.
5. Click **Copy** in the bottom right corner of the window to copy the link to the form.
6. Follow the instructions for adding a link to a webpage in your Moodle course.

# Types of Quiz Questions

## Multiple Choice

- Students pick correct answer from a list. Question can have one or multiple correct answers.

## Matching

- Students match one set of information to another.

## True/False

- The only answer options are true or false.

## Essay

- For an essay question. Teachers can provide students with a template for scaffolding their answers.

## Calculated

- Makes use of variables to give each student a unique question in the quiz. Questions must be numerical.

## Calculated Multichoice

- Similar to calculated questions, but formulas can be included in the answers.

## Calculated Simple

- The same as the calculated question type, but with a simpler creation interface.

## Drag and Drop Into Text

- Students drag missing words into sentences/paragraphs.

## Drag and Drop Markers

- Students drag markers onto an image.

## Drag and Drop Onto Image

- Students drag labels or images onto an image.

## Embedded Answers (Cloze)

- A paragraph of text with various question types within the paragraph.

## Gapfill

- Fill in the blank questions with drag and drop or dropdown options.

## Numerical

- Like a short-answer question, but allows for numerical answers with an accepted margin of error.

## Ordering

- Students drag words, phrases, or sentences into the correct order.

## Random Short-Answer Matching

- Like a matching question, but questions are drawn from a category.

## Select Missing Words

- Like the drag and drop into text question, but uses drop-down options instead of dragging.

## Short Answer

- Students can enter a word or phrase for their answer.

## Essay (Auto-Grade)

- Like a regular essay question, but teachers can have Moodle grade the answer based on a variety of characteristics.

## Description

- Not actually a question. Allows for text or images to a quiz. For example, a paragraph or picture that students need to refer to for subsequent questions. If using a label in this way, do not shuffle the question order.