

## lluminate Feature Report

### Feature Name: Quiz Manager

#### Customer Need

Instructional designers develop course materials with participant testing in mind. It is important to be able to capture participant feedback and test knowledge in order to ensure learning and understanding have taken place. This is especially true of online environments, where moderators and participants may never meet face-to-face, and instead communicate virtually. Online instructors require an easy way to capture student feedback and knowledge, various ways to engage students in the learning process, and easy ways to conduct surveys to gauge the effectiveness of their sessions.

#### Solution

The Quiz Manager feature allows moderators to create and administer quizzes and surveys from within Elluminate *Live!@*. Multiple-choice and short-answer questions may be created in advance or on demand and delivered from within Elluminate *Live!* sessions. Participants taking a quiz respond and submit their answers, which are graded automatically. The results of a quiz or survey can be displayed to participants (in textual and graphical format) or kept private.

#### Specifics of the Quiz Manager

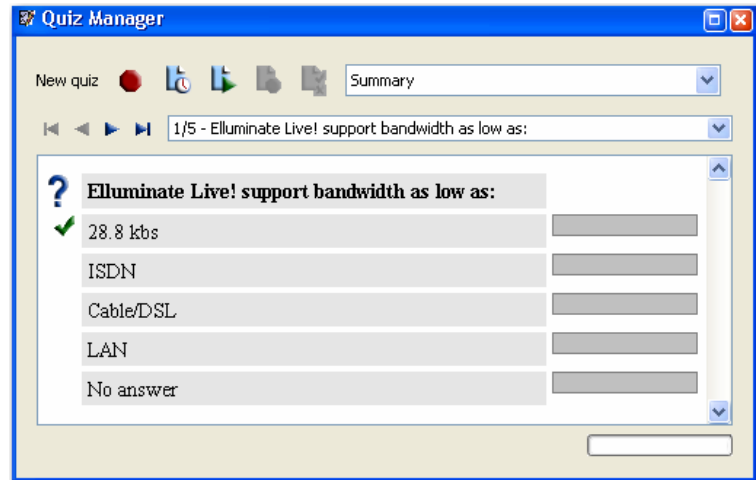
##### Designing a Quiz

The Quiz Manager provides the moderator with the ability to create multiple choice and short answer questions in advance of, or during, a session. The Design tab provides an easy-to-use interface, allowing the moderator to create, edit, reorder and delete questions and answers. Text for questions can easily be copied and pasted from other applications using standard keyboard shortcuts. There are no limits to the number of questions and answer choices in a given quiz. Once a quiz is created, it can then be saved in the Library. From the Library, quizzes can further be saved to a file on the moderator's computer allowing them to be loaded into the Library during future sessions and even shared with other moderators.



### Administering a Quiz

The moderator may choose to administer a quiz or survey at any point during the session. Quizzes can be loaded into the Library, which displays a list of all available quizzes, and from which the moderator selects the quiz to administer. Furthermore, the moderator may put a time limit on a quiz, causing it to be handed-in automatically once a specified time elapses. Once the quiz is administered, it appears in a separate window for participants allowing them to easily navigate through the questions and enter their responses. As participants hand-in quizzes, from the Quiz tab, the moderator can view individual and group results.



As the quizzes are handed in, the moderator may review group and individual responses. Furthermore, the moderator is also able to stop the quiz at any time, automatically collecting responses, or wait until all participants have finished. The moderator can then choose to publish the results allowing participants to review each question, the correct answers, their own answers and an anonymous graphical summary of the group's results. The quiz results are stored as a new file in the Library indicating the date and time the quiz was written and the file may be further saved for easy retrieval and future review in an Elluminate *Live!* session.

### Notes

- While the Quiz Manager allows the creation of surveys, there must be a correct answer. Surveys must be set up with one correct response, though merely as a technicality.
- There may only be one correct answer to a multiple-choice question. To allow for multiple correct answers, responses can be created with combinations of answer choices (i.e. an answer like "Both A and B").
- The moderator must specify a correct answer to short answer questions. When participants respond to the question, their responses must be identical to the way the moderator entered the response. If the response does not match, the moderator will be notified and may review it.
- Quiz questions may not include images in the question or the answer choices. However, users can incorporate images by placing them on the Whiteboard, which remains visible during the quiz, and refer to them directly in the question.
- Results may be published to participants one time only, immediately upon completion of the quiz or survey. All quiz results are saved in an XML file which can be parsed to generate any customized report.

### Contact Information

For more information about the Quiz Manager, visit <http://www.lluminate.com/training>.