OVERVIEW

Using the Assessment Tools in WebCT, such as the self test and quiz, instructors may provide feedback so students can gauge how well they are doing.

Description of Tools

**Self Test**

Allows you to create a multiple choice test that students can use to gauge their knowledge. Students receive immediate feedback on their answers, and no marks are assigned or recorded.

**Quiz**

Allows you to create and administer online quizzes and surveys. Quiz questions can be multiple choice, matching, calculated, short answer, and paragraph questions. All quiz questions, except paragraph questions, can be marked automatically.

SELF TEST ACTIVITIES

First, add the **Self Test** tool to your course.

1. From the Designer Map, under Add Page or Tool, click **Self Test**. The Add Self Test screen appears. Here you choose a title for the self test, the place where the self test will be shown in your course, and the appearance of the self test link.
2. For the title of the page, type: **Self Test**
3. Place a link to the self test, on both the Navigation Bar and on the course Homepage.
4. Select Link shows title, and Link shows icon.
5. Select Default icon.
6. Click **Add**. The **Self Test Added** screen appears.
7. Click the **Modify the Self Test tool** hyperlink. The question and answer screen appears.

Let’s add some questions.

7. Under Add Question or Answer, select Add question, and then click **Go**. The Add Question screen appears.
8. Under Add Question, in the text box, type: What is one of the best uses of the Internet?
9. Click **Add**. The **Self Test** screen appears with a table containing the question that you just typed.
10. Repeat steps 7 to 9, and add the following questions:

    Question 2  What is the name of the largest collection of newsgroups?
    Question 3  What is “email” short for?

Now, let’s add some answers for each question, and we’ll also provide feedback for each answer to the students. We’ll begin with the first question.

11. Under Select a Question or Answer, select the first question in the table.
12. Under Add Question or Answer, select Add answer, and then click Go. The Add Answer screen appears.
13. In the Answer text box, type: Playing games
14. In the Reason text box, type: Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on Internet use.
15. Click Add. The Self Test screen appears and the answer has been added to the table.
16. Repeat steps 11 to 15, adding the following answers for Question 1.

    Answer 2  Communication  Reason 2  Correct. Check out the WebCT.com Student Resource Center Forum for more information on Internet use.
    Answer 3  Anarchy  Reason 3  Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on Internet use.

Now, let’s add the answers and feedback for Question 2.

17. Under Select a Question or Answer, select the second question in the table.
18. Under Add Question or Answer, select Add answer, and then click Go. The Add Answer screen appears.
19. In the Answer text box, type: Bignews
20. In the Reason text box, type: Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on Newsgroups.
21. Click Add. The Self Test screen appears and the answer has been added to the table.
22. Repeat steps 17 to 21, adding the following answers and feedback for Question 2.

<table>
<thead>
<tr>
<th>Answer 2</th>
<th>Reason 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Largenews</td>
<td>Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on Newsgroups.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Answer 3</th>
<th>Reason 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Usenet</td>
<td>Correct. Check out the WebCT.com Student Resource Center Forum for more information on Newsgroups.</td>
</tr>
</tbody>
</table>

Let’s add the answers and feedback for Question 3.

23. Under *Select a Question or Answer*, select the third question in the table.
24. Under *Add Question or Answer*, select *Add answer*, and then click *Go*. The *Add Answer* screen appears.
25. In the *Answer* text box, type: Electric mail.
26. In the *Reason* text box, type: Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on email.
27. Click *Add*. The *Self Test* screen appears and the answer has been added to the table.
28. Repeat steps 23 to 27, adding the following answers and feedback for Question 3.

<table>
<thead>
<tr>
<th>Answer 2</th>
<th>Reason 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Efficient mail</td>
<td>Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on email.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Answer 3</th>
<th>Reason 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electronic mail</td>
<td>Correct. Check out the WebCT.com Student Resource Center Forum for more information on email.</td>
</tr>
</tbody>
</table>

Now, set the correct answer for each question.

29. Under *Select a Question or Answer*, for Question 1, select the option button to the right of *Answer 2*.
30. For Question 2, select the option button to the right of *Answer 3*.
31. For Question 3, select the option button to the right of *Answer 3*. 
32. Under Manage Questions, click Set. The table appears with check marks beside the correct answers.

33. Under Select a Question or Answer, select the option button to the left of Question 3.

34. Under Edit Question or Answer, select Edit, and then click Go. The Edit Question screen appears.

35. In the Edit question text box, type: “Email” is short for what? and then click Update. The table appears with the revised Question 3.

You’ve decided to change the way that Question 3 is worded, so let’s try using the edit function.

36. On the Menu Bar, select View. The Multiple Choice Questions screen appears.

37. To answer a question, click the bullet next to the answer. Notice how the bullet turns red to indicate your selection. You’ll also see that when you select the correct answer a check mark appears below the questions, along with your feedback. If you select an incorrect answer an “X” appears, along with the feedback.

You’ve now completed the Self Test part of the Evaluation module. Let’s move on to creating a quiz.
**Quiz Activities**

The Quiz tool consists of a *Questions Database*, which is a collection of questions that you use to construct your quiz, and the quiz itself, which is a set of questions arranged in an order and assigned a point value. Creating the *Questions Database* and the quiz involves:

- adding the Quiz tool
- adding a quiz
- adding questions to the *Questions Database*
- adding questions to the quiz from the *Questions Database*
- allocating quiz points
- specifying quiz settings.

First, let’s add the Quiz tool to your course.

1. From the Designer Map, under Add Page or Tool, click Quiz. The Add Quiz/Survey screen appears. Here you choose a title for the quiz, the place where the quiz will be shown in your course, and the appearance of the quiz link.
2. For the title of the page, type: Tutorial Quiz
3. Place a link to the quiz, on both the Navigation Bar and on the course Homepage.
4. Select Link shows title, and Link shows icon.
5. Select Default icon. Click Add. The Quiz/Survey Added screen appears.
6. Click the Modify the Quiz/Survey tool hyperlink. The Quiz/Survey and Database Management screen appears.
7. Under Quiz and Survey Management, click the Add hyperlink. The Quiz and Survey Management screen appears.
8. Under Options, select Add new quiz, and then click Go. The Add New Quiz screen appears.
10. Click Add. The Quiz and Survey Management screen appears with Quiz 1 in the quiz and survey list.
The next part of creating a quiz involves adding questions and answers to the Questions Database. You’re going to add three multiple choice questions. First, you must add the Tutorial category for the questions.

11. Under Options, click the Questions Database hyperlink. The Questions Database screen appears.
12. Under Manage Categories, select Add Category.
13. In the Add category text box, type Tutorial, and click Go. The Tutorial question category appears with no questions in it.
14. Under Manage Questions, select Add new question to database. The drop-down list contains the question types: Multiple Choice, Matching, Calculated, Short Answer, and Paragraph. Select Multiple Choice.
15. Under Manage Questions, click Go. The Multiple Choice Question screen appears.

16. In the Title text box, type: Quiz 1 question 1. (NOTE: When you design your own question databases, you may want to use short, descriptive titles so you can easily select relevant questions from the database.)

17. From the Category drop-down list, select Tutorial.

18. In the Question text box, type: Which development allows colors and graphics to be communicated over the Internet?

19. The Format option allows you to select whether you’ll enter information in plain text, or with HTML tags. Select HTML.

20. Under Settings, select the following information:

<table>
<thead>
<tr>
<th>Text box</th>
<th>Select</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allow students to choose</td>
<td>One answer</td>
</tr>
<tr>
<td>Scoring</td>
<td>Cumulative</td>
</tr>
<tr>
<td>Allow negative score</td>
<td>No</td>
</tr>
<tr>
<td>Answer layout</td>
<td>Vertical</td>
</tr>
</tbody>
</table>

21. In the Answer 1 text box, type: GUI

22. For Format, select HTML.

23. Leave the Value (%) text box empty. As there is only one correct answer for this question, all of the points will be allocated to it.

24. In the Feedback text box, type: Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on communication over the Internet.

25. In the Answer 2 text box, type: HTML
26. For Format, select **HTML**.

27. Leave the **Value (%)** text box empty.

28. In the **Feedback** text box, type: Correct. Check out the WebCT.com Student Resource Center Forum for more information on communication over the Internet.

29. To set answer 2 as the correct answer, select the check box in the top left corner of the answer box.

30. In the **Answer 3** text box, type: Netiquette

31. For Format, select **HTML**.

32. Leave the **Value (%)** text box empty.

33. In the **Feedback** text box, type: Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on communication over the Internet.

34. Click **Save**. The **Questions Database** screen appears.

Now, you’ll add two more questions and their possible answers.

35. Repeat steps 11 to 32 using the following questions and answers:

<table>
<thead>
<tr>
<th>Question 2</th>
<th>Answers</th>
<th>Feedback</th>
</tr>
</thead>
</table>
| What kind of software is email? | 1. Client  
2. Customer  
3. Third party  
Note: answer 1 is the correct answer. | 1. Correct. Check out the WebCT.com Student Resource Center Forum for more information on email.  
2. Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on email.  
3. Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on email. |
Question 3 Answers Feedback

What process occurs when you enter your email username and password?

1. Elimination  
2. Authentication  
3. Validation  
Note: answer 2 is the correct answer

1. Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on email security.

2. Correct. Check out the WebCT.com Student Resource Center Forum for more information on email security.

3. Incorrect. Check out the WebCT.com Student Resource Center Forum for more information on email security.

Now that you’ve added the questions to the Questions Database, you can add them to Quiz 1.

36. In the breadcrumbs, click Tutorial Quiz. The Quiz/Survey and Database Management screen appears.

37. Under Quiz Editor, click the Add hyperlink. The Quiz and Survey Management screen appears.

38. Under Title, click the Quiz 1 hyperlink. The Quiz Editor screen appears.

39. Under Options, select Add questions, and then click Go. The Questions Database screen appears.

40. Under Manage Categories, select View category.

41. From the drop-down list, select All categories, and then click Go. The table of questions appears.

<table>
<thead>
<tr>
<th>Title</th>
<th>Type</th>
<th>Category</th>
<th>Used By</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiz 1 question 1</td>
<td>MC</td>
<td>Tutorial</td>
<td>---</td>
</tr>
<tr>
<td>Quiz 1 question 2</td>
<td>MC</td>
<td>Tutorial</td>
<td>---</td>
</tr>
<tr>
<td>Quiz 1 question 3</td>
<td>MC</td>
<td>Tutorial</td>
<td>---</td>
</tr>
</tbody>
</table>
42. Select each of the questions that you just created.
43. Under Manage Questions, select Add questions to Quiz 1, and then click Go. The Quiz Editor screen appears with the table of questions that you selected.

Let’s edit one of the questions.

44. Under Options, click the Questions Database hyperlink. The Questions Database screen appears.
45. Under Manage Categories, select View category. From the drop-down list, select All categories.
46. Click Go. The table of questions appears.
47. Under Title, click the Quiz 1 question 1 hyperlink. The question screen appears.
48. Change the question text to: Colors and graphics are communicated over the Internet using? and then click Save. The table of questions appears. The question has been changed in the Questions Database and also in Quiz 1 itself.

Now, let’s allocate the points for each of the questions. The quiz is worth a total of 30 points toward the student’s grade.

49. Under Options, click the Quizzes/Surveys hyperlink. The Quiz and Survey Management screen appears.
50. Click the Quiz 1 hyperlink. The Quiz Editor screen appears.
51. Under Points, in the text boxes, type the number of points assigned to each question:

<table>
<thead>
<tr>
<th>Question</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10</td>
</tr>
<tr>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>3</td>
<td>10</td>
</tr>
</tbody>
</table>

52. Click Update total. The points Total now shows 30.
Finally, you need to specify the quiz settings.

53. Under **Options**, select **Quiz settings** and then click **Go**. The **Quiz Settings** screen appears.

54. Choose the Basic settings:

<table>
<thead>
<tr>
<th>Setting</th>
<th>Enter or Select</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quiz title</td>
<td>Quiz 1</td>
</tr>
<tr>
<td>Question titles</td>
<td>Show the question titles when students view the quiz</td>
</tr>
<tr>
<td>Question delivery</td>
<td>Deliver all the questions at once</td>
</tr>
<tr>
<td>Quiz duration</td>
<td>30 minutes</td>
</tr>
<tr>
<td>Attempts allowed</td>
<td>1</td>
</tr>
<tr>
<td>Attempts separation</td>
<td>blank</td>
</tr>
</tbody>
</table>

55. Under **Availability**, click **Allow Access Now**. The date and time are completed for you. The quiz is available to the students immediately.

56. In the **Available Until** text boxes, type tomorrow’s date.

57. Under **Results**, select **Release the score once the quiz has been submitted and all the questions have been graded**.

58. Leave all the other settings at their defaults.

59. Click **Update**. The **Quiz Editor** screen appears.

Now the quiz is ready for your students. Let’s see how it looks to them.

60. On the **Menu Bar**, select **View**. The **Quizzes and Surveys** screen appears.

61. Click the **Quiz 1** hyperlink. A new browser window opens and the quiz appears as it would to a student.

62. Click **Finish**, or close the browser window.