

# Managing your JazzQuiz Activity

Please make sure to read the instructions:  
There are hotkeys available, which can be used when an input field is not focused.

Control	Hotkey	Description
↺ Re-poll	r	Allows the instructor to re-poll the question that was just asked. This is the same as starting a question from the ☰ Jump dropdown list.
☰ Vote	v	Let the students vote on their answers. The instructor can click on an answer to toggle whether it should be included in the vote or not. Clicking on the bar of the answer will start a merge from that answer. Note that this bar will consume the bar you click on next.
📝 Improvise	i	Shows a list of questions made for improvising. Write the question on the blackboard and ask for input with these questions.
☰ Jump	j	Shows a list of all the questions planned for the quiz.
▶ Next	n	Continue on to the next question in the list of planned questions.
✕ End	e	End the current question.
🖥 Fullscreen	f	Show the results in fullscreen. The answers will not appear during a question, so you can keep this up throughout the session.
☐ / ☑ Answer	a	Gives the instructor a view of the question with the correct response selected.
☐ / ☑ Responses	t (toggle)	Hide or show the students' answers.
✕ Quit		Exit the current quiz session.

An example of JazzQuiz options screen

## Overview:

This guide will show you how to manage your JazzQuiz when you are using the activity during a live classroom session.

## What to know:

The JazzQuiz activity affords users the opportunity to introduce quick quiz activities within the live classroom arena.

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### Step 1: Starting an ActiveQuiz

You will have already set up your JazzQuiz activity by this stage (if you haven't already done so please refer to the following: [How to set up a JazzQuiz activity on your module](#) ) therefore simply name your activity and start your session.

View Edit Reports

Start a quiz for the students to take.  
Define a session name below to help when looking through the results at a later date.

Session name ▲

Anonymous answers (Attendance can be seen)

Fully anonymous

Non-anonymous session

Allow guests

## Step 2: Instructions and Start Screen

On this screen, you will be able to view students who have joined, and you will also see Hotkeys instructions. When you are ready press 'Start quiz' and this will commence the session.

**Kenny's Test Module**

1 student has joined. ✕ Exit

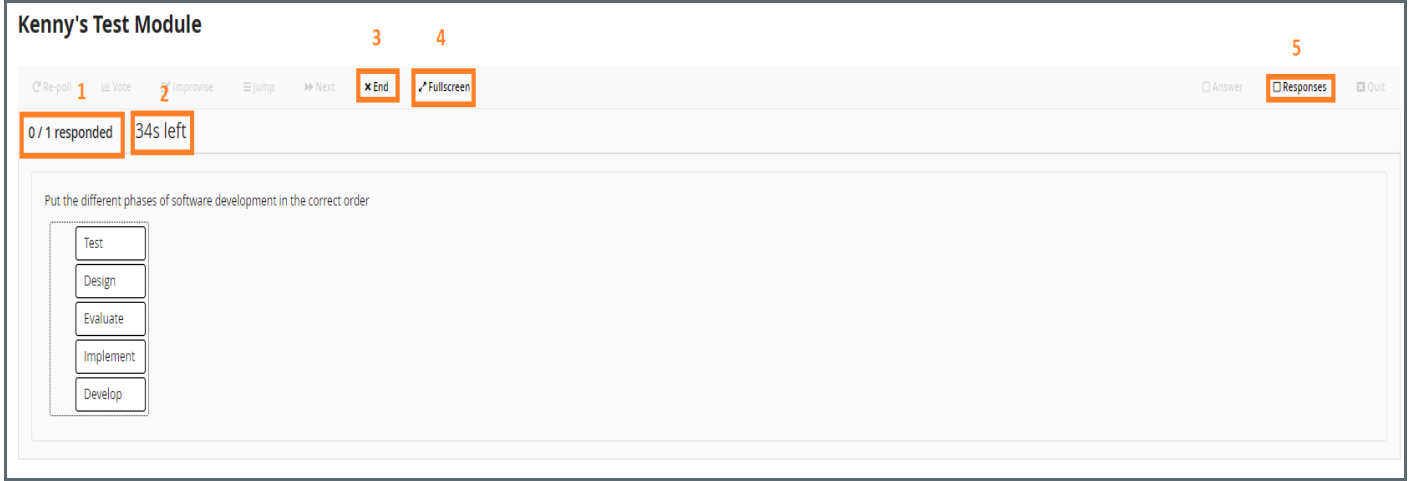
**Please make sure to read the instructions:**  
There are hotkeys available, which can be used when an input field is not focused.

Control	Hotkey	Description
Re-poll	r	Allows the instructor to re-poll the question that was just asked. This is the same as starting a question from the  Jump dropdown list.
Vote	v	Let the students vote on their answers. The instructor can click on an answer to toggle whether it should be included in the vote or not. Clicking on the bar of the answer will start a merge from that answer. Note that this bar will consume the bar you click on next.
Improvise	i	Shows a list of questions made for improvising. Write the question on the blackboard and ask for input with these questions.
Jump	j	Shows a list of all the questions planned for the quiz.
Next	n	Continue on to the next question in the list of planned questions.

## Step 3: During the Quiz

Once you have started the JazzQuiz you will have the following view:

1. The number of people who have responded to the question.
2. The time left for the questions to be answered by the participants.
3. To end the quiz.
4. To extend make fullscreen
5. To view the current responses from the participants (this will also afford you the ability to display the responses in real-time for participants to see).



## Step 4: Question Time Limit

Once the time limit on the question has been reached you can do the following:

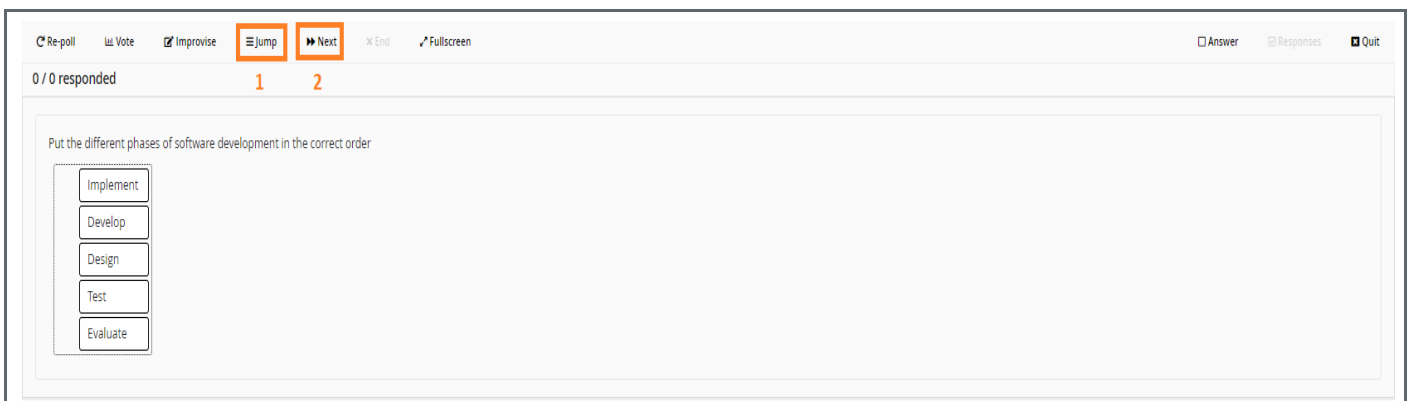
1. Re-poll - you can get the participants to respond to the question again.
2. Vote - You can get the participants to vote on possible correct responses
3. Improve - affords you the ability to choose from a variety of question types from which the participants can attempt.



## Step 5: Navigating the JazzQuiz

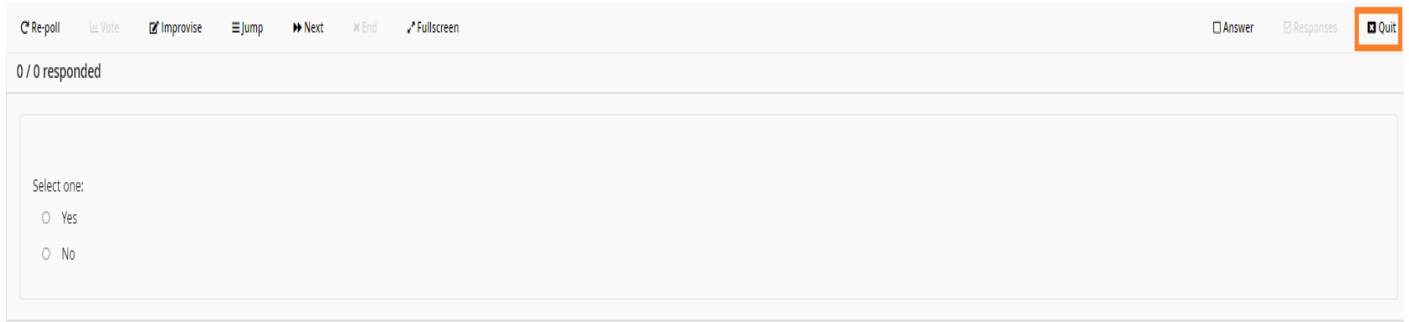
If you want to navigate the JazzQuiz activity you can utilise the following

1. Jump - you can use this tab to jump to any question in the activity
2. Next - proceeds to the next question in the activity (participants



## Step 6: Quit Jazz Quiz

Once you are satisfied that the quiz has served its purpose you can simply quit it, and it will end for all of the participants.



The screenshot shows the top navigation bar of a JazzQuiz interface. On the left, there are icons for 'Re-poll', 'Vote', 'Improvise', 'Jump', 'Next', 'End', and 'Fullscreen'. On the right, there are icons for 'Answer', 'Responses', and 'Quit' (which is highlighted with an orange border). Below the navigation bar, it says '0/0 responded'. The main content area contains a 'Select one:' label followed by two radio button options: 'Yes' and 'No'.

### Tips:

The JazzQuiz can be tailored for various activities to suit your needs so it's advisable that you acclimatise yourself to its use by setting up a few smaller quizzes to take place on your modules.

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/managing-your-jazzquiz-activity-273.html>