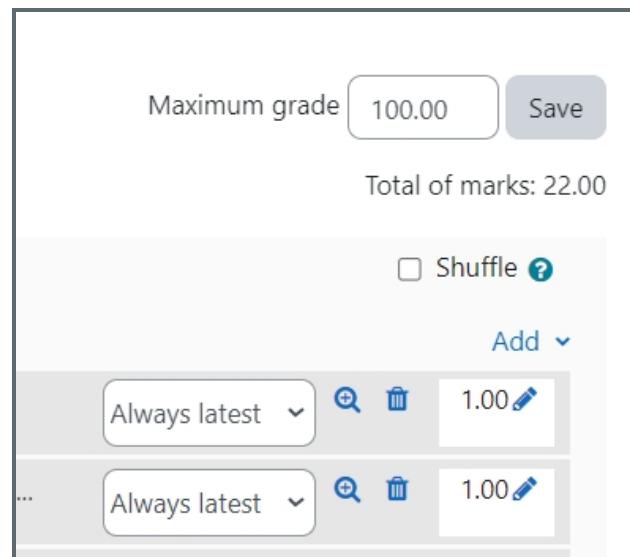


Quiz - Input marks and grades



Maximum grade 100.00 Save

Total of marks: 22.00

Shuffle ?

Add ▾

| | | |
|---------------|-----|------|
| Always latest | ... | 1.00 |
| Always latest | ... | 1.00 |

An example of grade and mark input in the Quiz activity

Overview:

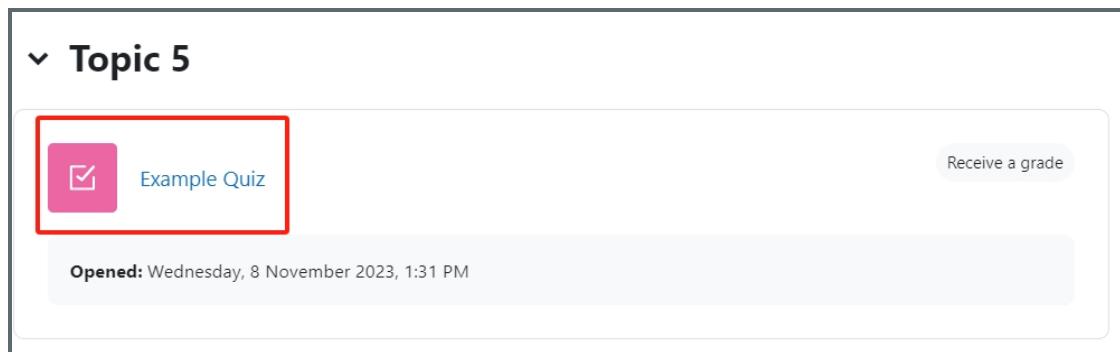
This guide will show you how to put in grades and marks in the Quiz activity.

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- [Step 1: Access the Quiz activity](#)
- [Step 2: Open the 'Questions' tab](#)
- [Step 3: Change the maximum grade](#)
- [Step 4: Change the mark](#)

Step 1: Access the Quiz activity

In your module area/course, click the link of the Quiz activity.



Topic 5

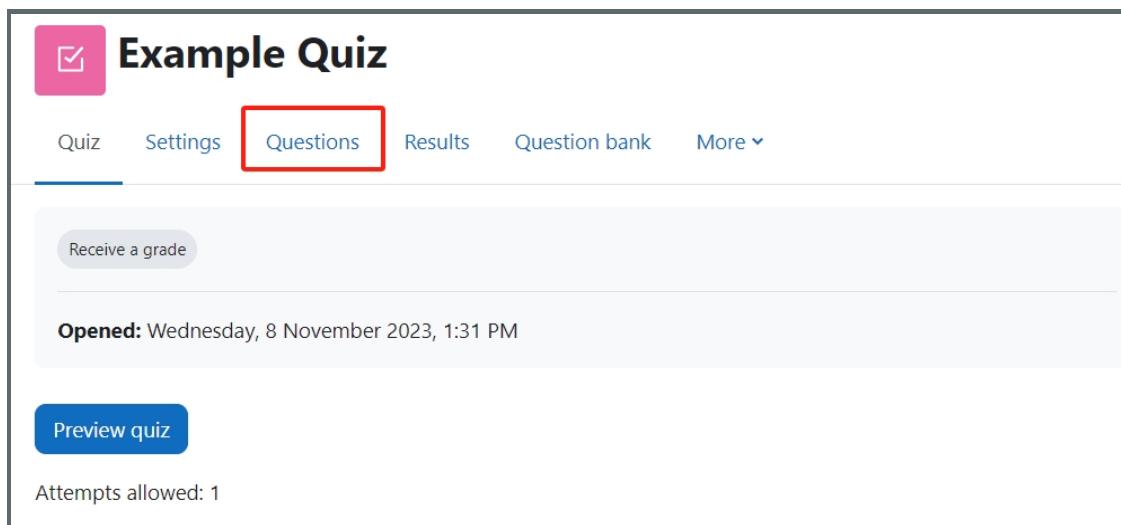
Example Quiz

Opened: Wednesday, 8 November 2023, 1:31 PM

Receive a grade

Note: If an appropriate Quiz activity doesn't exist in your module area/course, please see [Add a quiz](#) for details of how to create one.

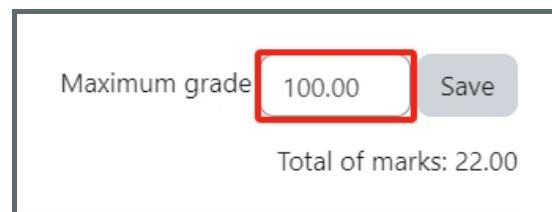
Step 2: Open the 'Questions' tab



The screenshot shows a quiz interface titled 'Example Quiz'. At the top, there are tabs: 'Quiz' (selected), 'Settings', 'Questions' (highlighted with a red box), 'Results', 'Question bank', and 'More'. Below the tabs, there is a button 'Receive a grade'. A message 'Opened: Wednesday, 8 November 2023, 1:31 PM' is displayed. A blue button 'Preview quiz' is visible. Below it, the text 'Attempts allowed: 1' is shown.

Step 3: Change the maximum grade

The default grade is 100. You can change the number as needed and click "Save".



The screenshot shows a 'Gradebook' interface. It has a 'Maximum grade' field containing '100.00' (which is highlighted with a red box), a 'Save' button, and a message 'Total of marks: 22.00'.

Tips:

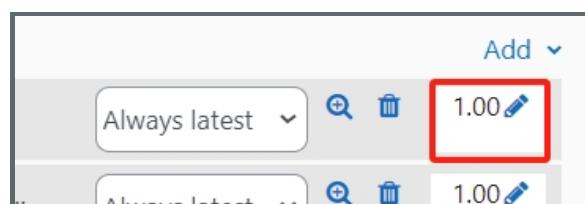
Grade is what students will see in the Gradebook. It is a number which calculated with percentage, if the marks and grades are set different.

You can export the grades from Gradebook to e-bridge by using the export function.

[Export grade into E-bridge](#)

Step 4: Change the mark

Click on the pencil icon and change the mark, then hit "Enter" to save the mark.



The screenshot shows a 'Gradebook' interface with a table. In the first column, there is a dropdown 'Always latest' and a search icon. The second column contains a mark '1.00' with a red box around it, and a pencil icon to its right. The third column is partially visible.

Tips:

You can edit the grades and marks at any stage of the Quiz, even after the quiz is administered to students. After you make the changes, the grades and marks will change automatically.

If you find one question is invalid, then you can change the mark to 0 if you didn't use random questions. Or you have to change all the choices of that question to 100% score so that everyone will get the score.

Regrade a question after taking the quiz

Online URL: <https://knowledgebase.xjtu.edu.cn/article/quiz-input-marks-and-grades-62.html>