

Quiz - Response report

	First name / Last name	ID number	Email address	Department	State	Grade/100.00	Response 1	Response 2	Response 3
<input type="checkbox"/>	SS Sandbox Student 2 Review attempt		sdstudent2@invalid.noemail		Finished	100.00	✓ Xuzhou ; Suzhou; Nanjing	✓ beijing	✓ True
<input type="checkbox"/>	SS Sandbox Student 3 Review attempt		sdstudent3@invalid.noemail		Finished	45.00	☑ Xuzhou	✓ beijing	✗ False

An example of the response report

Overview:

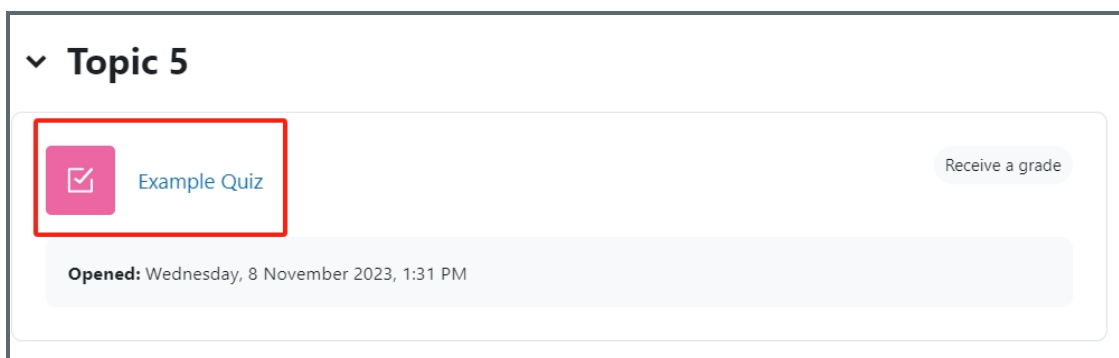
This guide will show you how to locate, filter, and download response reports within the Quiz activity.

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Step 1: Access the Quiz activity

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



Step 2: Locate the "Responses" link

1. Click the "Results" tab on the menu
2. Click the "Responses" in the dropdown list

Example Quiz

Quiz Settings Questions **Results** Question bank More ▾

Grades
 Grades
Responses
 Statistics
 STACK response analysis
 Marks per section
 Manual grading
 Manual grading by student
 Download essay submissions
 Archive
 Quiz exporting

Attempts: 3

in the report

enrolled users who have attempted the quiz ▾

In progress Overdue Finished Never submitted

that have been regraded / are marked as needing regrading

Show only attempts

▼ **Display options**

Page size

Step 3: The response report

You will see the response report like the example below:

You will be able to see how the student did in the whole attempt or in different questions by clicking on the links in blue.

<input type="checkbox"/>	First name / Last name	ID number	Email address	Department	State	Grade/100.00	Response 1	Response 2	Response 3
<input type="checkbox"/>	SS Sandbox Student 2 Review attempt		sdstudent2@invalid.noemail		Finished	100.00	✓ Xuzhou ; Suzhou; Nanjing	✓ beijing	✓ True
<input type="checkbox"/>	SS Sandbox Student 3 Review attempt		sdstudent3@invalid.noemail		Finished	45.00	✓ Xuzhou	✓ beijing	✗ False

Step 4: Filter the report

You can choose what to include in the report and the display options by changing the settings, and then click "show report".

▼ **What to include in the report**

Attempts from ▾

Attempts that are In progress Overdue Finished Never submitted

▼ **Display options**

Page size

Show the question text response right answer

Show report

Only one attempt per user allowed on this quiz.

You can locate a particular student's response by selecting the initial letter or his/her First name and/or Surname.

First name	All	A B C D E F G H I J K L M	N O P Q R S T U V W X Y Z
Last name	All	A B C D E F G H I J K L M	N O P Q R S T U V W X Y Z

Step 5: Download the report

You can download the report in different formats by selecting the formats and click "Download"/

The screenshot shows a user interface for downloading a report. A dropdown menu is open, showing several file format options. The 'Download' button is highlighted with a red box. The dropdown menu options are:

- Comma separated values (.csv) (selected)
- Microsoft Excel (.xlsx)
- HTML table
- Javascript Object Notation (.json)
- OpenDocument (.ods)
- Portable Document Format (.pdf)

The background shows a table with columns for 'First name / Last name', 'Address', and 'Depa'. A student record is visible with the name 'Sandb' and email 'nt2@invalid.noemail'.

Other guides you may also interested:

1. [Manual grading by student](#)
2. [Manual grading](#)
3. [How to change the max grade of a quiz/How to change the mark for each questions](#)

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/quiz-response-report-63.html>