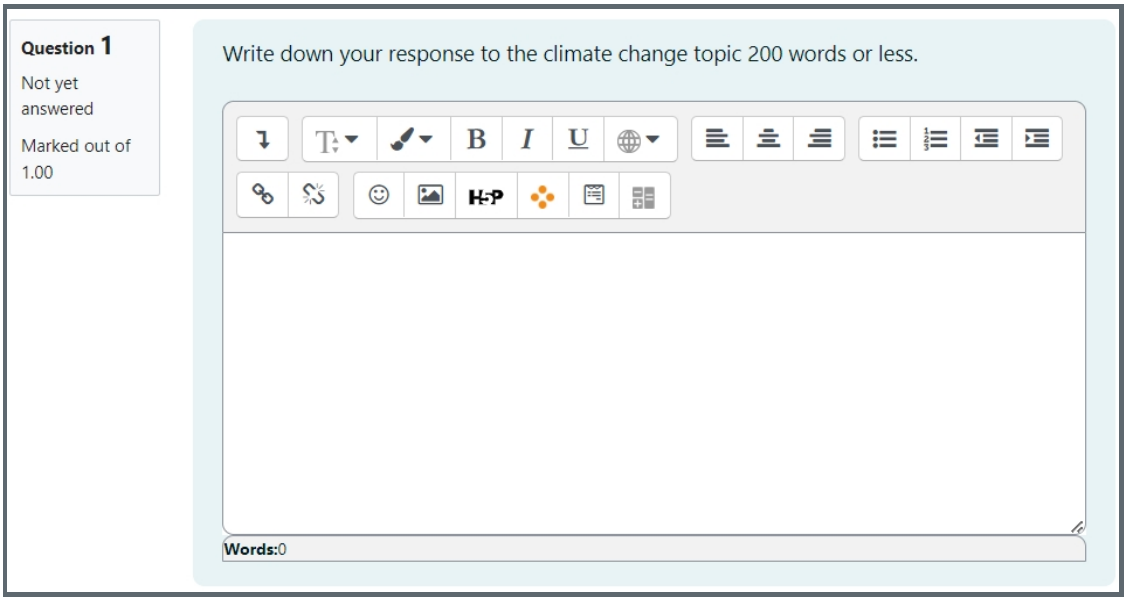
Essay Question

69 Yiqun Sun Fri, Nov 24, 2023 Text-based 10523 0



An example of the essay question type

Overview:

This guide will show you how to create an essay question type within the Quiz activity.

What to know:

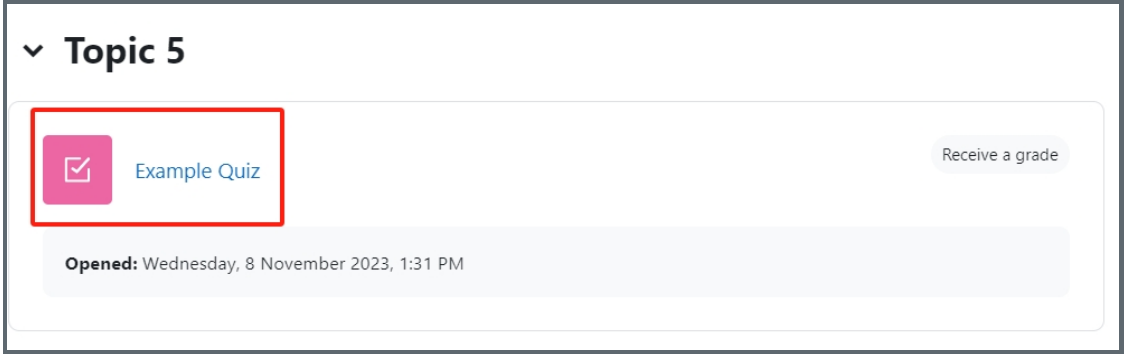
The essay question type allows students to upload a file or online text. This question must be graded manually. The question can be used to submit essays or files (e.g. pictures of calculations of math problems).

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Step 1: Access the Quiz activity

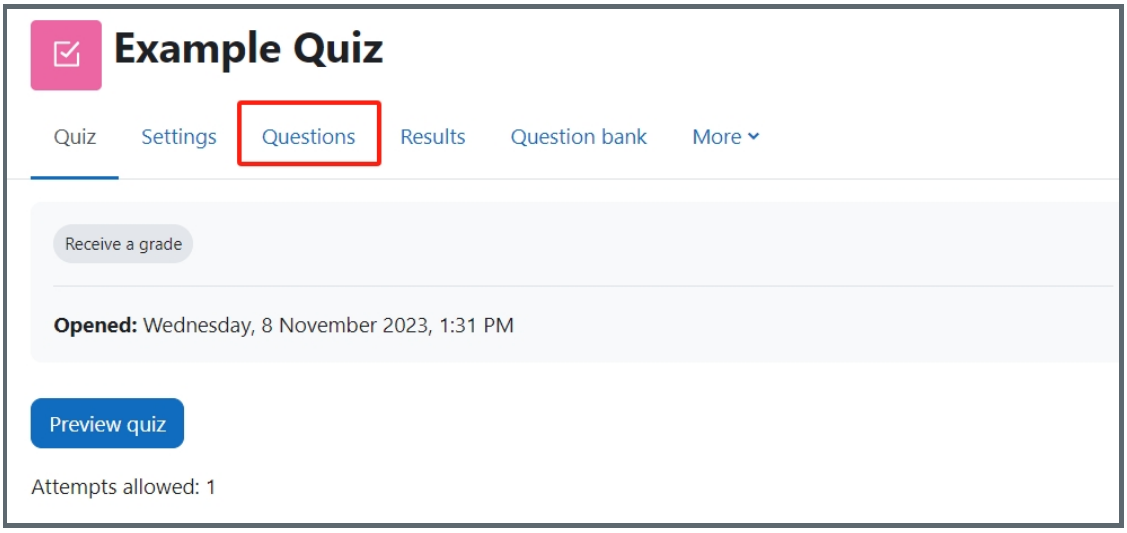
In your module area/course, click the link of the Quiz activity.



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.

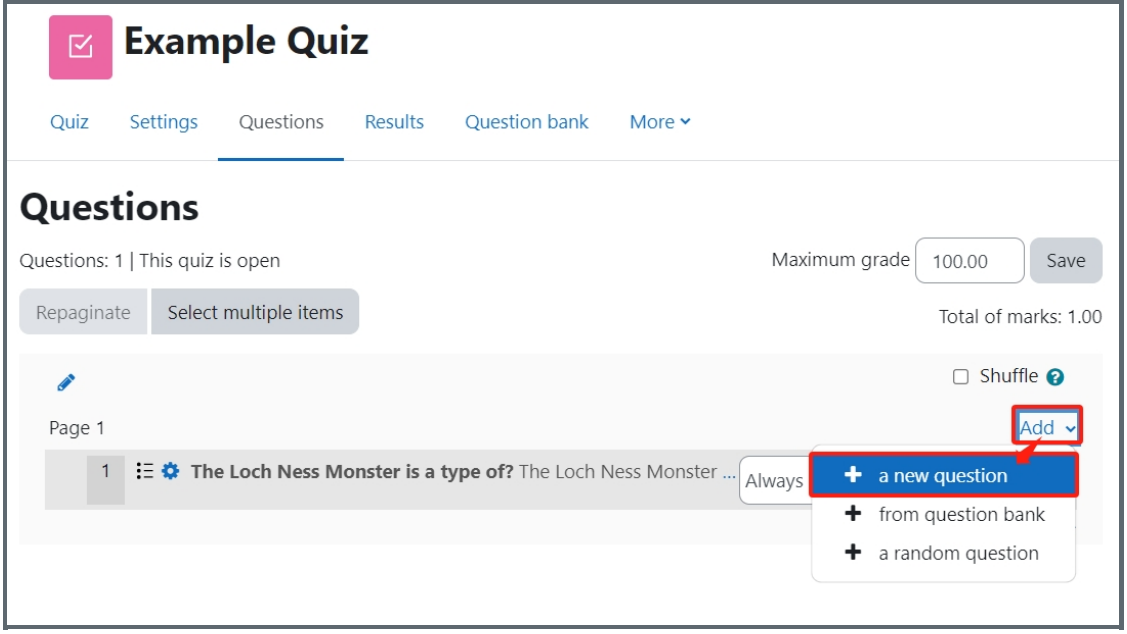
Step 2: Open the 'Questions' tab.

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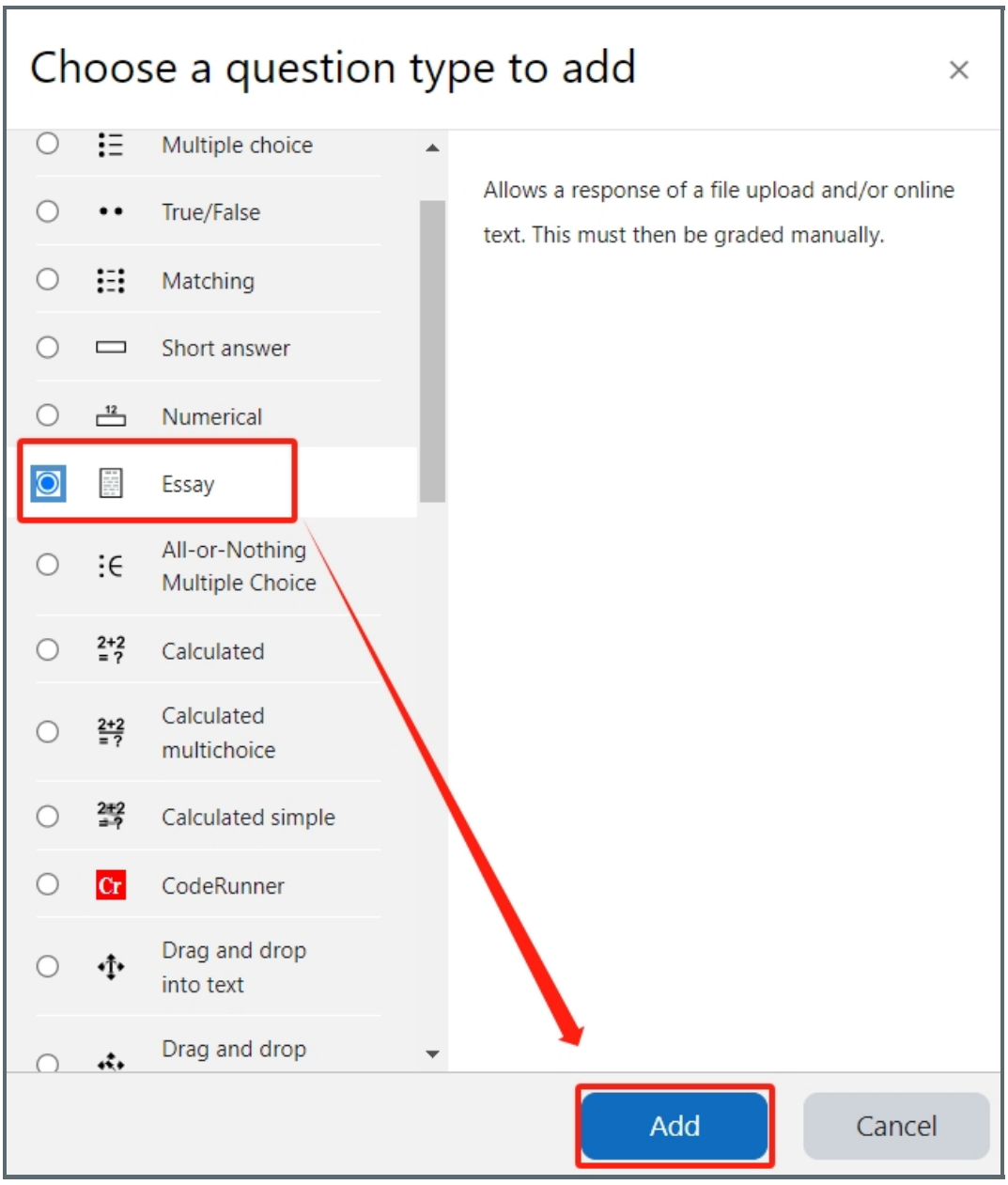
Step 3: Add a new question

1. On the following page, click the 'Add' link.
2. Click the 'a new question' link in the dropdown menu.



Step 4: Choose a question type

1. Locate and select the essay question type from the pop-up window.
2. Click the 'Add' button.



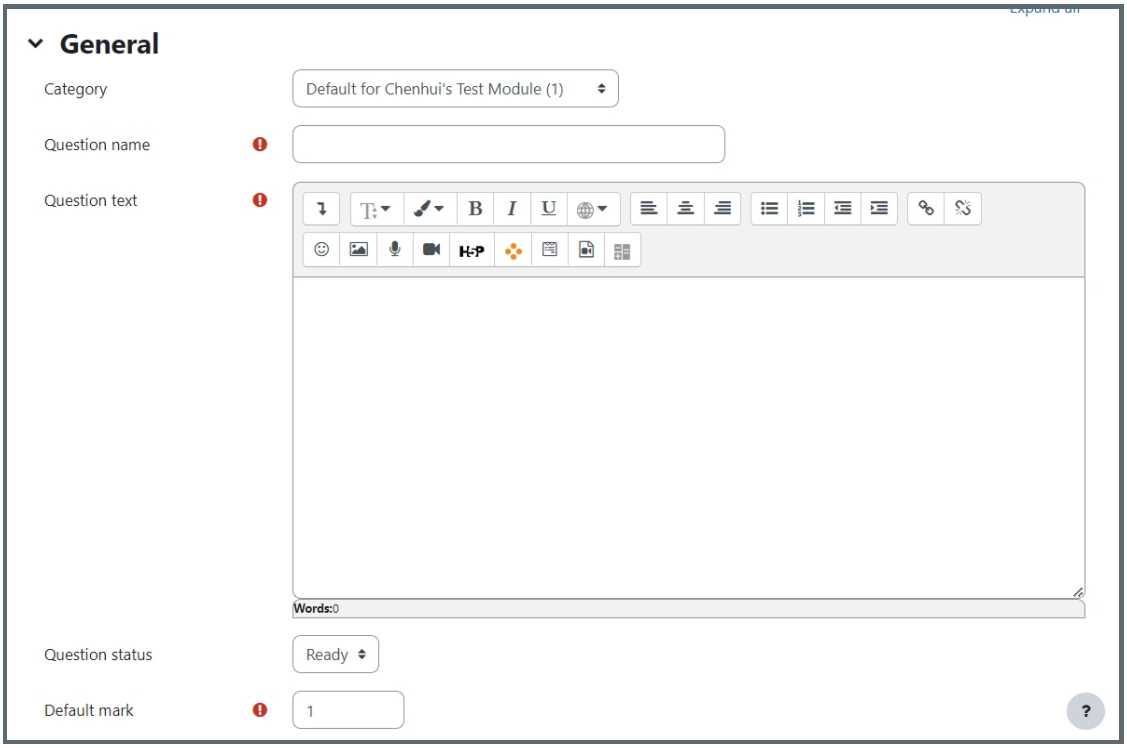
Step 5: Configure general settings

Category:
You can choose which category you would like to put your question in from the dropdown menu. If you have not created any category in your question bank, you can put the questions in the default category.

Question name:
The question name is to help you to identify your questions. It is extremely useful when you view your questions in the question bank. It is recommended to put in enough information in the question name to help you to identify your questions quickly, especially in the question bank. A good example will be a question name like "Week1-location of XJTLU". Vague question names like "Q1" should be avoided. This section is mandatory. Please note, students will not see the question names.

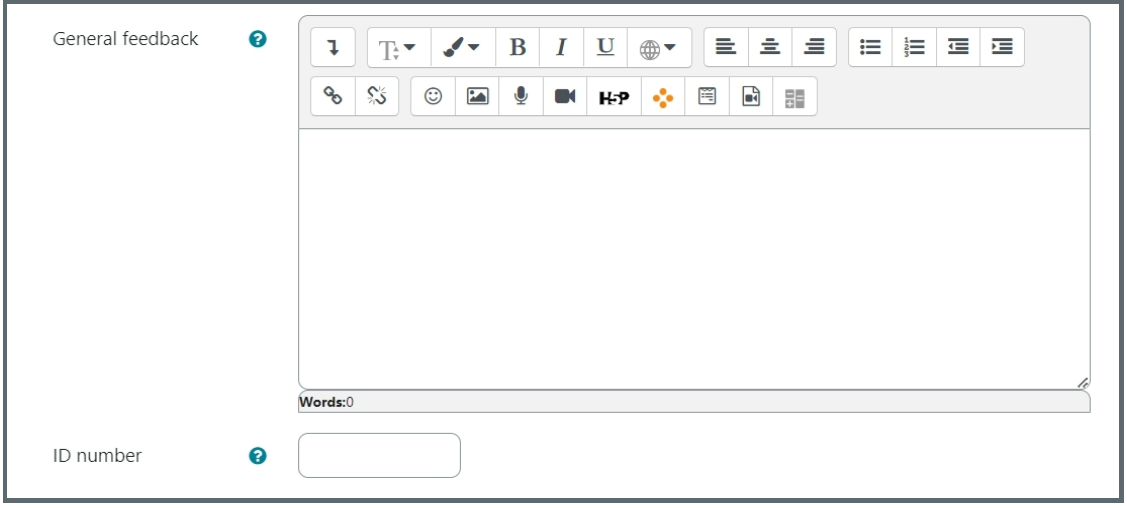
Question text:
Question text is a place where you can put in the question or instructions, for example, "Please write 100 words about your experience of studying at XJTLU". This section is mandatory. It is also possible to put images or videos in the question text.

Default mark:
This is where you put the mark of the question. You can change the mark even during and after the quiz.



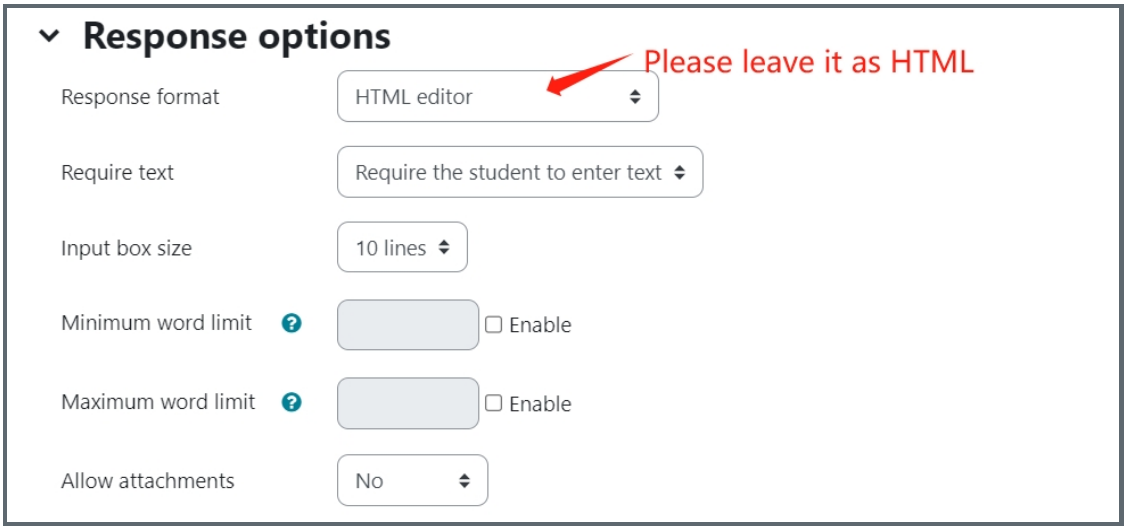
General feedback:
Feedback can be given to your students at different stages of the quiz depends on how the settings are configured.

ID number:
Please leave it blank.



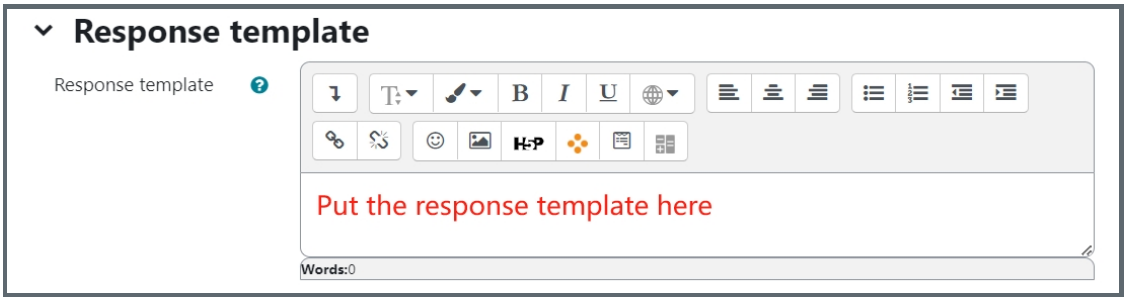
Step 6: Configure Response Options

Please leave the "Response format" as "HTML editor" and change the setting as you wish.

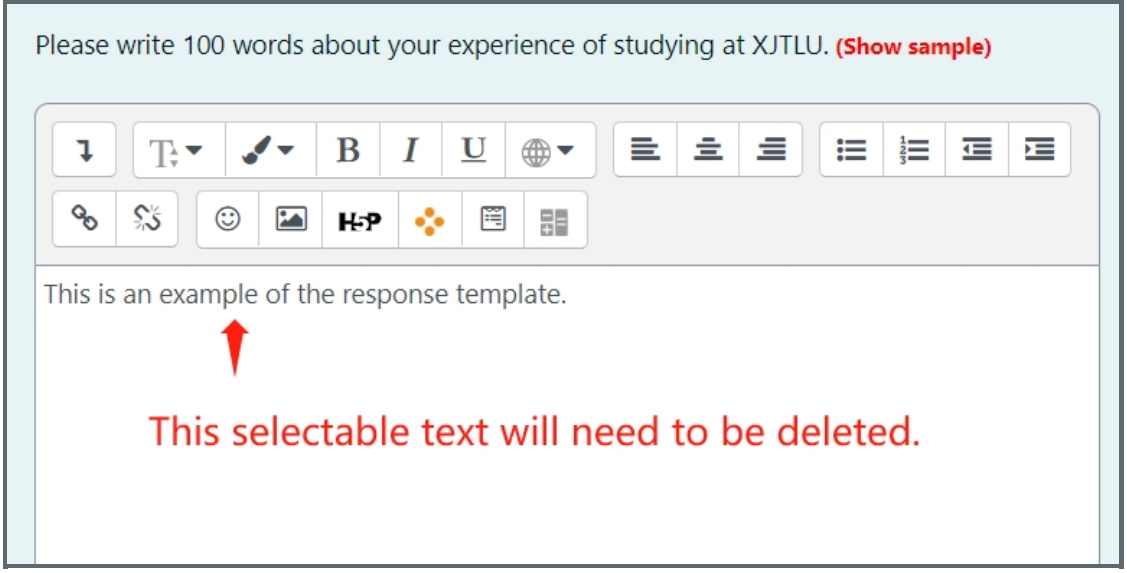


Step 7: Response template (if needed)

The response template will be displayed to students when they attempt the question. Please note the texts will need to be manually deleted.

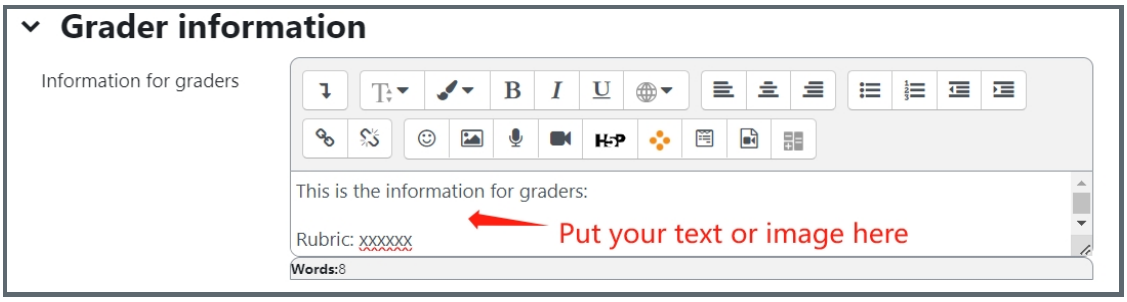


An example of the response template:

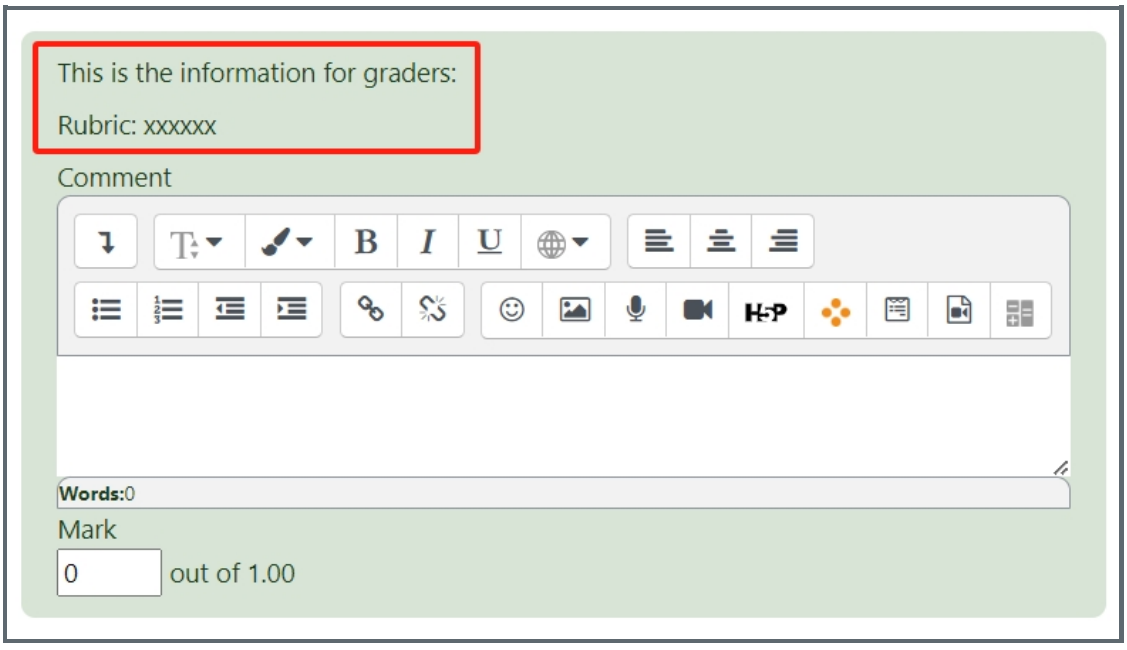


Step 8: Grader information (if needed)

The grader information will be displayed to the graders in the "manual grading" and "manual grading by student" function. Read Manual grading and Mannual grading by student to find out how to do that. Students will not see the grader information.



The grader information will be displayed above the comment and marking area:



Step 9: Add tags if needed

You can put in a tag or several tags by key in the tags. Click "x" to delete a tag. Tags can help you to organize your questions in your question bank. Read more about the use of Tag from this article (link). Tags are designed for your question

management purpose. It will not be displayed to students



Next steps:

Now that you have finished migrating your files and folders, you may be interested in the following related articles:

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