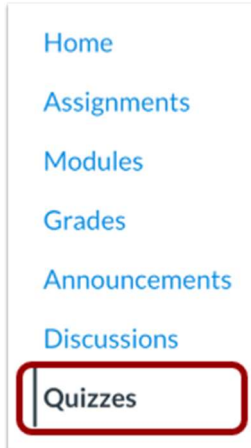
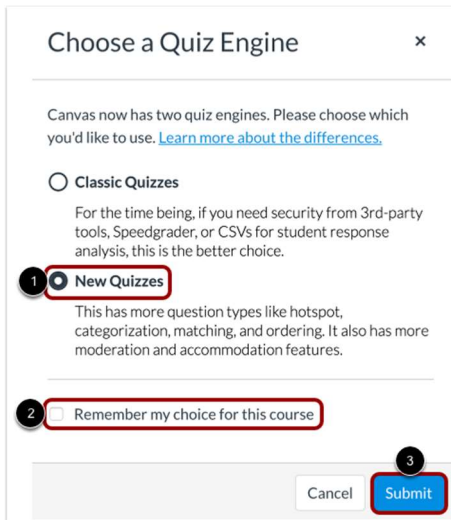


Canvas New Quizzes Directions

1. Open Quizzes in Your Canvas Modules:



2. Choose **Add Quiz** button and select **New Quizzes** and click **Submit**:



3. Select the Assignment Name and Criteria for your Quiz. In the **Assignment Name** field [1], enter the name of your quiz. To enter quiz details, enter the total points possible [2], select the assignment group [3], and choose how the grade is displayed to students [4].

The screenshot shows two panels of the assignment settings form. The left panel contains the following fields: 'Assignment Name' (with a callout '1'), 'Points' (with a callout '2'), 'Assignment Group' (with a callout '3'), and 'Display Grade as' (with a callout '4'). Below these is a checkbox with a callout '5' and the text 'Do not count this assignment towards the final grade'. The right panel is titled 'Assign' and contains: 'Assign to' (with a callout '1' and a dropdown showing 'Everyone'), 'Due' (with a callout '2' and a date picker), and 'Available from' (with a callout '3' and a date picker) and 'Until' (with a date picker). A '+ Add' button is at the bottom of the right panel.

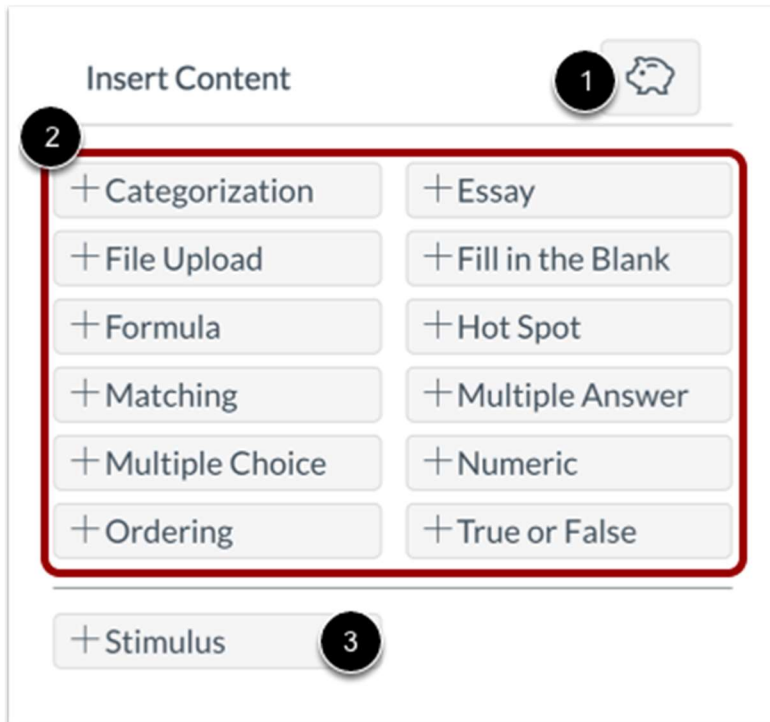
4. Save the above Quiz settings and Select **Build**.

The screenshot shows two rows of buttons. The top row has 'Cancel', 'Save & Publish' (with a callout '2'), 'Save' (with a callout '1'), and 'Build'. The bottom row has 'Cancel', 'Save & Publish', 'Save', and 'Build' (which is highlighted with a red border).

5. You will now begin to **Build** your Quiz. In the Build page, you can edit the title and description of your quiz [1], view your item banks [2], align the quiz to outcomes [3], preview the quiz from the student view [4], and navigate the quiz [5].

The screenshot shows the 'Build' page for a quiz. The top navigation bar includes 'Build', 'Settings', 'Reports', and 'Moderate'. The main content area has a title 'US History Quiz' (with a callout '1') and an 'Instructions' section with a callout '4' and a red arrow pointing to a '+ Add Instructions...' button. On the left sidebar, there are buttons for 'Item Banks' (with a callout '2'), 'Outcomes (0)' (with a callout '3'), and 'Preview' (with a callout '5'). A 'Return' button is also visible in the top right of the sidebar area.

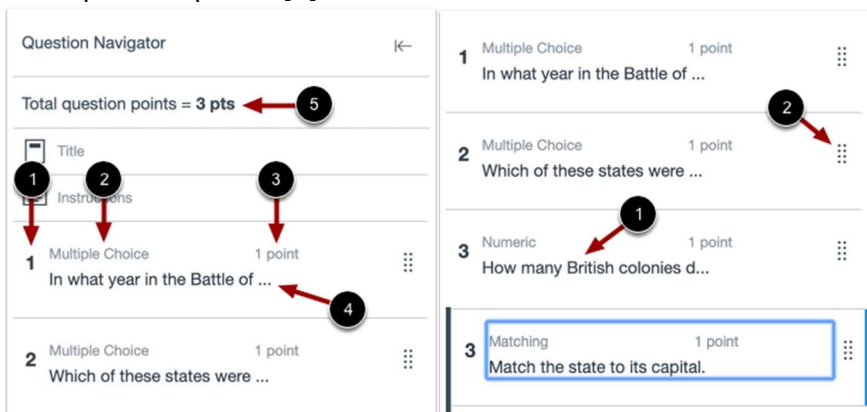
6. Choose your **Question Type**:



Glossary of **Question Types** can be located at:

<https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-create-a-quiz-using-New-Quizzes/ta-p/1173>

7. Adjust the quiz utilizing the **Question Navigator**. In the Question Navigator, you can view each question number [1], question type [2], point total [3], question stem [4], and total question points [5].



8. To close your quiz and return to the Quizzes page, click the **Return** button.

