Introduction: Custom quizzes are given in Elsevier Adaptive Quizzing (EAQ) when faculty prefer a specific number of questions given on a topic, need a percentage or point value to reflect in the gradebook, or require a quiz that delivers the same questions to every student. There are two different types of custom quizzes: Custom Topics quizzes and Custom Questions quizzes.

Purpose: This guide demonstrates how to create custom quizzes in the classic version of Elsevier Adaptive Quizzing.

Creating a Custom Quiz

There are two types of custom quizzes that can be created: custom topics and custom questions. This guide describes both.

1. Open your Elsevier Adaptive Quizzing (EAQ) course.
2. Click on the Assignments tab in the menu to the left of the screen.
3. Click on + New Assignment. The New Assignment window displays.
4. Click **Custom** to create custom quizzes.

![Custom button](image)

5. To create a Custom **Topics** Quiz, continue to **Creating a Custom Topics Quiz**, Step 6 below. To create a Custom **Questions** Quiz, skip to **Creating a Custom Questions Quiz**, Step 12 on page 4.

**Creating a Custom Topics Quiz**

First let’s look at creating a custom topics quiz.

6. Ensure **Topics** is selected.

7. Select a topic from the **Select Topic** drop-down box.

**NOTE:** The topics available may vary based on the specific EAQ product being used.
8. Select a sub-topic, if applicable.

9. Click on + Add Topic to add additional topics and sub-topics. (Optional.)

**NOTE:** Questions pulled from all topics selected are added to the quiz.

10. Click on – Remove to delete or remove any Topics. (Optional.)

11. To complete the assignment / quiz, go to **Completing the Assignment / Quiz**, Step 19 on page 7.
Creating a Custom Questions Quiz

Now let’s look at creating a quiz with custom questions.

12. Select **Questions**.
13. Select a subject in the **Filter by Subject** drop-down box or enter a keyword in the **Or filter by question text** field. The questions display.

14. Select a sub-topic in the **Filter by Topic** drop-down box, if applicable. (You can also choose to enter a keyword in the **Or filter by question text** field.)
Several pages of questions now display. Individual questions are listed in the left side column.

15. Click **View** to preview the entire question, along with answers, feedback, and rationales.

The **Question Preview** window displays.
16. Click on the specific question in the Questions to Choose From column. The question is added to the Selected Questions column on the right.

**NOTE:** Only questions selected and listed in the Selected Questions column appear on the quiz.

Navigate through the pages of questions by selecting the page number at the top of the screen or use the > symbol to view additional pages.

17. Optionally, filter questions by entering a keyword in the Or filter by question text field. All questions that contain the keyword display to preview and select.

**NOTE:** Only questions selected and listed in the Selected Questions column appear on the quiz.

18. To complete the assignment / quiz, continue to Completing the Assignment / Quiz, Step 19 on the next page.
Completing the Assignment / Quiz

Once the topics or questions are selected, complete the steps below to make your assignment / quiz available to students.

19. Enter a title in the **Assignment Title** field. Give your assignment a title that reflects the content of the quiz and is unique from other quizzes in your course.

20. Select **Study Mode** or **Exam Mode**. In **Study Mode**, students can immediately see the answer and rationale to a question directly after submitting their answer, and then again at the end of the quiz. In **Exam Mode**, all answers and rationales are held until the end of the quiz.

21. Select **Graded** or **Ungraded**. **Graded** quizzes require you to choose a gradebook category for this assignment. For **Ungraded** quizzes, you are still able to see the results of the exam, but these results do not pass to your gradebook.
22. If **Graded** is selected, then select the appropriate gradebook category from the **Select Gradebook Category** drop-down menu.

**NOTE:** If you have not added categories in your gradebook, select **Add New Category** to create one. You are asked to name this category and give it a weight if necessary. Once created, you can select this category for other quizzes in the future.

23. Select the number of questions that you want to appear on your quiz. Choose between 5-30 questions in intervals of five questions.

24. Enter the number of points awarded per question in the **Points Per Question** field. (It defaults to one point per question.)

**NOTE:** The **Total Points** field automatically generates based on the number of questions and the number of points per question on the quiz.
25. Select which students see this quiz. You can select **All Students**, **Selected Teams**, or **Selected Students**.
For both **Selected Teams** and **Selected Students**, clicking on the name of the team or student in the left column adds them to the column on the right. Only the team(s) or name(s) on the right have permission to view the quiz.

<table>
<thead>
<tr>
<th>Selection</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) All Students</td>
<td>All students can see view quiz.</td>
</tr>
<tr>
<td>b) Selected Teams</td>
<td>If you have created teams in your roster, click <strong>Selected Teams</strong> and click the specific team who should view this quiz.</td>
</tr>
<tr>
<td>c) Selected Students</td>
<td>Select specific individuals to be the only students to view this quiz.</td>
</tr>
</tbody>
</table>

26. Select a **Start Date** and Time.
27. Select a **Due Date** and Time.

**NOTE:** The students are not able to see the quiz prior to the start date and time. Also, they are NOT able to make submissions after the due date has passed.

28. Click **Assign**. This quiz is now assigned and appears in your **Assignments** list.