D2L Brightspace – Daylight Experience
Quiz Question Types
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Introduction

D2L Brightspace - Daylight Experience® is an excellent tool for instructors. This document has been developed to review the quiz question types available to you in the Quizzes Tool. The following will help you gain a greater understanding of D2L Brightspace - Daylight Experience, as it relates to creating various types of questions in your quizzes.

Learning Objectives

After completing the instructions in this booklet, you will be able to:

- Identify the various question types available.
- Understand question views and configuration.
- Create various types of questions.
- Manage questions in the quiz and question library.
Creating Quiz Question Content

D2L possesses a variety of question types to add to your quizzes. You may also create sections to organize your quiz questions and create question pools to build randomized sections. Following is a list of the types of questions available for configuration and use:

- True or False
- Multiple Choice
- Multi-Select
- Written Response
- Short Answer
- Multi-Short Answer
- Fill in the Blanks
- Matching
- Ordering
- Arithmetic
- Significant Figures

With virtually any question type, the question field is a text field containing a formatting toolbar above it to provide tools to format the text entered, insert photos and other objects such as equations, files, and links, as well as a tool to open the text in the Full Screen Editor to access additional formatting options. To begin creating any question type, use the following steps:

1. Click Quizzes on the Navbar.

2. The Manage Quizzes window appears. Click the Quiz to which you want to add a question (e.g., Chapter 1 Quiz).

   ![Figure 1 – Quizzes](image)

   ![Figure 2 - Open Quiz](image)

Note: You may also edit the quiz by clicking the drop-down arrow to the right of the quiz name and selecting Edit.
3. The *Edit Quiz* window appears. Under *Quiz Questions*, click the **Add/Edit Questions** button.

![Add/Edit Questions](image3.png)

**Figure 3 - Add/Edit Questions**

4. Click **Add** (See Figure 4).
5. A drop-down menu will appear to allow you to select from adding a new question, section, or question pool. Click **New Question** (See Figure 4).

![Add and click New Question](image4.png)

**Figure 4 – Add and click New Question**

6. In the drop-down menu, click the **type of question** you want to create.

![Select Question Type](image5.png)

**Figure 5 – Select Question Type**
Creating True or False Questions

True or false questions present a statement that is either correct or incorrect. The following explains how to configure a true or false question:

1. After selecting True or False as the question type, the True or False configuration window will open. Click in the **Question Text** section to enter your question.

   ![Figure 6 - Question Text](image)

2. A toolbar appears above the text field to provide tools to format the text entered, insert photos and other objects such as equations, files, and links, as well as a tool to open the text in the Full Screen Editor to access additional formatting options.

   ![Figure 7 - Text Formatting Toolbar](image)

3. To use the full screen editor, click the **Open in Full Screen Editor** button in the toolbar.

   ![Figure 8 - Click the Open in Full Screen Button](image)
4. The Full Screen Editor window opens to provide access to format text size, appearance, and alignment; insert photos, links, equations, tables, and more (See Figure 9).

5. Click the Close Full Screen Editor button when all formatting is complete (See Figure 9).

6. In the Answers section, indicate the correct answer for the true/false question by clicking the checkbox associated with it (See Figure 10).

7. Under Answers, enter a point value for the correct answer (See Figure 10).

8. A preview of your question is displayed to the right of the screen (See Figure 10).
9. To add question feedback, hints, descriptions, and/or enumeration, click the **Options** button above the question (See Figure 11).

10. Make a **selection** in the drop-down menu (See Figure 11).
   a. **Add Feedback**: Inserts a text field below answers to enter your feedback (See Figure 11).
   b. **Add Hint**: Inserts a single text field below the question to provide a hint (See Figure 11).
   c. **Add Short Description**: Inserts a description field above the question (See Figure 11).
   d. **Add Enumeration**: Enables a drop-down menu above the point value field to allow you to select the enumeration style (See Figure 11).

![Figure 11 - Question Options](image)

11. When you are finished making selections for the question, you have several options for proceeding:
   a. **Save**: Saves the question to the quiz with the question options selected (See Figure 12).
   b. **More Options**: Click the drop-down arrow to access more options.
      i. **Save and New**: Saves the question and creates a new blank question (See Figure 12).
      ii. **Save and Copy**: Saves the question and creates a copy for you to modify (See Figure 12).
   c. **Cancel**: Cancels without saving the question (See Figure 12).

![Figure 12 – Options](image)
12. Following is a preview of the question.

![Image of a True or False question]

**Creating Multiple Choice Questions**

Multiple choice questions present a statement or question with a list of possible answers, with a single best possible answer. If you create a question that contains more than one possible answer, weight values can be assigned according to the level of correctness for each possible response.

1. After selecting Multiple Choice as the question type, the *Multiple Choice* configuration window will open. Click in the **Question Text** section to enter your question (See Figure 14).

2. A toolbar will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 14).

![Image of a question text window with a question and toolbar options]
3. Enter the **answer selection options**, indicating the correct answer by placing a checkmark in the appropriate checkbox.

![Figure 15 - Answer Options](image)

4. You also have the following options regarding answers:
   a. **Change Order**: Move question order by clicking and dragging the icons to the desired location if you will not be using the randomize answers functionality (See Figure 16).
   b. **Remove**: To remove answer choices, click the (x) to the right of the field that you want to remove (See Figure 16).
   c. **Add Answer**: If you need additional options, click the Add Answer link below the answer options. An additional answer entry field will be added each time you click the link (See Figure 16).
   d. **Randomize**: If you want to randomize answers for each quiz attempt, click the Randomize answers for each student checkbox (See Figure 16).

5. Assign the **Default Points** for your question (See Figure 16).

![Figure 16 - Additional Question Controls](image)
6. A preview of your question is displayed in a panel to the right of the question text and answers.

![Figure 17 - Question Preview](image)

7. To add question feedback, hints, descriptions, custom weights, and/or enumeration, click the **Options** link above the question (See Figure 18).

8. Make a selection in the **drop-down menu** (See Figure 18).

![Figure 18 - Question Options](image)
a. **Add Feedback**: Inserts a text field below each answer to enter your feedback.

![Figure 19 - Add Feedback](image)

b. **Add Hint**: Inserts a single text field below the question to provide a hint.

![Figure 20 - Add Hint](image)

c. **Add Short Description**: Inserts text field above the question to enter a short description for the question.

![Figure 21 - Add Short Description](image)
d. **Add Custom Weights:** Inserts a percentage box in front of each question to allow entry of custom weight values for each answer.

![Figure 22 - Add Custom Weights](image)

9. When you have made all of the desired selections for the question, you have the following options available:
   a. **Save:** Saves the question to the question library with the options selected (See Figure 24).
   b. **Save and New:** Saves the question and creates a new blank question (See Figure 24).
   c. **Save and Copy:** Saves the question and creates a copy for you to modify (See Figure 24).
   d. **Cancel:** Cancels without saving the question (See Figure 24).

![Figure 24 - Save Options](image)
10. Following is a preview of the question.

![Figure 25 - Multiple Choice Question](image)

**Creating Multi-Select Questions**

Multi-select questions provide the ability to create questions with multiple responses to answer the question completely. You have the ability to determine how responses will be graded. The following explains how to configure a multi-select question:

1. After selection of Multi-Select as the question type, the *New Multi-Select Question* configuration window will open. Enter an optional **Title** (See Figure 26).

2. Under **Points**, enter a **value** (See Figure 26).

3. Under **Difficulty**, the value defaults to 1 but you may select between 2 and 5 as an alternative (See Figure 26).

![Figure 26 - New Multi-Select Question](image)
4. Click in the **Question Text** section to enter your question (See Figure 27).

5. A toolbar will appear above the text field with tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 27).

![Question Text](image)

**Figure 27 - Question Text**

6. Under **Options**, click the **drop-down arrow** to assign a specific type of enumeration style to the answers (See Figure 28).

7. The answer display style defaults to vertical, but you can select horizontal if desired (See Figure 28).

![Options](image)

**Figure 28 – Options**
8. Under *Grading*, select the desired *grading* format. You have the following options (See Figure 29):

   a. **All or nothing**: Selected by default, full points are awarded for the question only if ALL the correct answers are selected (See Figure 29).

   b. **Right minus wrong**: Points are awarded based on the number of correct answers minus the number of incorrect answers selected. To determine how much each answer is worth, the total number of points assigned to the question is divided by the total number of answer choices entered (See Figure 29).

   c. **Correct answers**: Points are awarded for each correct answer selected and each incorrect answer left blank. Incorrect answers selected and correct answers left blank are ignored (See Figure 29).

9. If you want the answers for each attempt to be randomized, click the **checkbox** below *Randomize options* (See Figure 29).

![Figure 29 - Grading Format & Randomize Options](image)

10. In the *Value* column, enter response options for the question in each textbox for the desired number of response options (See Figure 30).

11. In the *Correct* column, place a **checkmark** in checkbox next to each correct answer (See Figure 30).

12. In the *Feedback* column, enter any **feedback** you wish to provide for each response option (See Figure 30).

![Figure 30 - Multi-Select Answers](image)
13. Continue entering responses and feedback until you have reached the desired number of options (See Figure 31).

14. If you would like to delete any response, click the **Remove Entry** icon (See Figure 31).

15. If you would like to add a question hint or feedback not based on an individual response, expand the field and enter your text in the textbox (See Figure 31).

16. When all responses have been entered, click **Save** (See Figure 31).

17. Your multi-select question has been added to the quiz.

18. Following is a preview of the question.
Creating Written Response Questions

Written response questions are long answer (e.g., paragraph or essay) responses graded by the instructor, which may not be set to auto-grade. You will evaluate the response and provide a score to send to the gradebook. The following explains how to configure a written response question:

1. After selecting Written Response as the question type, the Written Response configuration window will open. Click in the Question Text section to enter your question (See Figure 33).

2. A toolbar will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 33).

3. Under Points, enter a value (See Figure 34).
4. Click Save (See Figure 34).
Creating Short Answer Questions

Short answer questions require one-word or brief sentence responses to the question. If you want a longer response, the written response question would be the better type to use. The following explains how to configure a short answer question:

1. After selecting Short Answer as the question type, the Short Answer configuration window will open. Click in the Question Text section to enter your question (See Figure 36).

2. A toolbar will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 36).
3. After entering your question text, select one of the following Evaluation options for the answer (e.g., Text) (See Figure 37):

   a. **Text**: Auto-grading searches for a matching character pattern in the answer text with or without letter case correctness (See Figure 37).

   b. **Case Sensitive**: Auto-grading searches for a matching character pattern in the answer text that must have letter case correctness (See Figure 37).

   c. **Regular Expression**: Auto-grading uses meta-characters to search for one or more matching strings in the answer text's character pattern. What you set as meta-character parameters helps determine letter case sensitivity (See Figure 37).

   **Note**: For a list of characters used in regular expressions, see the *D2L Brightspace Daylight Regular Expressions Guide* in the UITS Documentation Center.

4. To add question feedback, hints, descriptions, custom weights, and/or enumeration, click the Options link above the question (See Figure 38).

5. Make a selection in the drop-down menu (See Figure 38).
a. **Add Feedback:** Inserts a text field below each answer to enter your feedback.

![Figure 39 - Add Feedback](image1)

b. **Add Hint:** Inserts a single text field below the question to provide a hint.  
**Note:** You will receive a warning message if Hints are turned off in the quiz settings.

![Figure 40 - Add Hint](image2)

c. **Add Short Description:** Inserts text field above the question to enter a short description for the question.

![Figure 41 - Add Short Description](image3)

6. Enter the correct answer to the question (See Figure 42).

**Note:** You may enter more than one version of the answer, particularly when selecting regular expression.
7. Click **Add Blank** to add the number of answers corresponding to the number of blanks in your question (See Figure 42).

8. Enter the number of **points** to award for the correct answer (See Figure 42).
9. Click **Save** (See Figure 42).

10. Following is a preview of the question.

   **Question 3** (1 point)
   
   How many items are in a baker's dozen?

   ![Figure 42 - Enter Answer and Save](image)

   ![Figure 43 - Short Answer Question](image)
Creating Multi-Short Answer Questions

Multi-short answer questions require multi-solution answers with separate input boxes for each part of the question. The following explains how to configure a Multi-Short Answer question:

1. After selecting Multi-Short Answer as the question type, the *New Multi-Short Answer Question* configuration window will open. Enter an optional **Title** (See Figure 44).

2. Under **Points**, enter a **value** (See Figure 44).
3. Under **Difficulty**, the value defaults to 1 but you may select between 2 and 5 as an alternative (See Figure 44).

![Figure 44 - New Multi-Select Question](image)

4. Click in the **Question Text** section to enter your question (See Figure 45).

5. A **toolbar** will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 45).

![Figure 45 - Question Text](image)
6. Under Options, three input boxes appear by default. The number of input boxes correlates to the number of responses that are necessary to successfully earn points for the answer (See Figure 46).

**Note:** You can add additional input boxes if more than three answers are needed to properly answer the question.

7. Use the drop-down boxes to select the necessary column size/width for the following columns (See Figure 46):
   a. Row (e.g., 1-6) (See Figure 46).
   b. Column (e.g., 20, 40, or 60) (See Figure 46).

![Figure 46 - Answer Options](image)

8. Enter the answers in the Answer boxes (See Figure 47).
   **Note:** The weight of each answer will be evenly distributed by default between the three input boxes.

9. If you will accept a variety of responses in the three input boxes that your students see while taking the quiz, enter the number of additional acceptable responses, and click **Add Answers** (See Figure 47).

![Figure 47 - Enter Answers](image)
10. Then, enter the additional acceptable responses in the additional boxes.

<table>
<thead>
<tr>
<th>Rubrics</th>
<th>33.33</th>
<th>Case Insensitive</th>
<th>Case Sensitive</th>
<th>Regular Expression</th>
</tr>
</thead>
<tbody>
<tr>
<td>Groups</td>
<td>33.33</td>
<td>Case Insensitive</td>
<td>Case Sensitive</td>
<td>Regular Expression</td>
</tr>
<tr>
<td>Attendance</td>
<td>33.33</td>
<td>Case Insensitive</td>
<td>Case Sensitive</td>
<td>Regular Expression</td>
</tr>
</tbody>
</table>

Figure 48 - Enter Additional Questions

11. For each acceptable answer, select one of the following Evaluation options for the answer:

a. **Case Insensitive**: Auto-grading searches for a matching character pattern in the answer text with or without letter case correctness (See Figure 49).

b. **Case Sensitive**: Auto-grading searches for a matching character pattern in the answer text that must have letter case correctness (See Figure 49).

c. **Regular Expression**: Auto-grading uses meta-characters to search for one or more matching strings in the answer text's character pattern. What you set as meta-character parameters helps determine letter case sensitivity (See Figure 49).

**Note**: For a list of characters used in regular expressions, see the *D2L Brightspace Daylight Regular Expressions Guide* in the [UITS Documentation Center](#).
12. If you want to enter a question hint, click the **drop-down arrow** to expand the field (See Figure 50).

13. A text entry box will appear. Enter the hint **text** for the question (See Figure 50).

![Figure 50 - Enter Question Hint](image)

14. If you want to enter question feedback, click the **drop-down arrow** to expand the field (See Figure 51).

15. A text entry box will appear. Enter the hint **text** for the question (See Figure 51).

![Figure 51 - Enter Question Feedback](image)

16. When you are satisfied with your question and optional settings, click **Save**.

17. Following is a preview of the question.

![Figure 52 – Multi-Short Answer Question](image)
Creating Fill in the Blanks Questions

Fill in the Blanks questions require students to fill-in one or more missing words in the statement or phrase. Answers should be no more than one or two words. The following explains how to configure a Fill in the Blanks question:

1. After selecting Fill in the Blanks as the question type, the New Fill in the Blanks Question configuration window will open. Enter an optional Title (See Figure 53).

2. Under Points, enter a value (See Figure 53).

3. Under Difficulty, the value defaults to 1 but you may select between 2 and 5 as an alternative (See Figure 53).

![New Fill in the Blanks Question](image)

**Note:** You may also insert an image into the question, if desired.

4. Under Question Text, one question text box and one answer blank box will appear by default. You may add additional question text boxes and answer blanks if needed as follows:

   a. If you will have a multi-part fill in the blank question, enter the number of additional question text boxes and answer blanks you will need (See Figure 54).

**Note:** If you add more than one blank and text field at a time, all text entry boxes will appear first, followed by all answer boxes (e.g., text #2, text #3, blank #2, blank #3). If you add one of each at a time, the result will be text entry box followed by answer blank with the corresponding blank number (e.g., text # 2, blank # 2, text #3, blank #3) (See Figure 54).
b. Click **Add Text** and **Add Blank** accordingly (See Figure 54).

![Question Text](image)

**Figure 54 - Add Blank/Text**

5. Click in the **Text # 1** section to enter your question (See Figure 55).

6. A **toolbar** will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 55).

7. If you there is more than one acceptable correct answer, enter the **number of additional answer blanks** you will need (See Figure 55).

8. Click **Add Answer** (See Figure 55).

9. Click in the **Blank #1** section to enter the answer to question (See Figure 55).

10. Enter the **weight value** of the answer (e.g., two answers worth 50% each of the the total points (See Figure 55).

11. For each acceptable answer, select one of the following **Evaluation** options for the answer:

   a. **Case Insensitive**: Auto-grading searches for a matching character pattern in the answer text with or without letter case correctness (See Figure 55).

   b. **Case Sensitive**: Auto-grading searches for a matching character pattern in the answer text that must have letter case correctness (See Figure 55).

   c. **Regular Expression**: Auto-grading uses meta-characters to search for one or more matching strings in the answer text's character pattern. What you set as meta-character parameters helps determine letter case sensitivity (See Figure 55).

**Note:** For a list of characters used in regular expressions, see the *D2L Brightspace Daylight Regular Expressions Guide* in the **UITS Documentation Center**.
12. Click in the **Text # 2** section to enter the next part of your question (See Figure 56).
13. Repeat steps six through 11 above until all question and answer boxes have been configured (See Figure 56).

**Figure 55 – Answer Settings**

**Figure 56 – Additional Question Parts**

**Note:** You can remove any question part or blank by clicking the **delete** button.
14. If you want to enter a question hint, click the **drop-down arrow** to expand the field (See Figure 58).

15. A text entry box will appear. Enter the hint **text** for the question (See Figure 58).

16. If you want to enter question feedback, click the **drop-down arrow** to expand the field (See Figure 59).

17. A text entry box will appear. Enter the hint **text** for the question (See Figure 59).

18. When you are satisfied with your question and optional settings, click **Save**.

19. Following is a preview of the question.

```
Question 16 (2 points)

_____ is the painter of Starry Night.

_____ is the painter of Water Lillies.
```
Creating Matching Questions

Matching questions provide a list of items with a set of possible answers. Students must correctly identify the relationships between them and match according. The following explains how to configure a Matching question:

1. After selecting Matching as the question type, the New Matching Question configuration window will open. Enter an optional Title (See Figure 61).

2. Under Points, enter a value (See Figure 61).

3. Under Difficulty, the value defaults to 1 but you may select between 2 and 5 as an alternative (See Figure 61).

![Figure 61 - New Matching Question]

Note: You may also insert an image into the question, if desired.

4. Click in the Question Text section to enter your question (See Figure 62).

5. A toolbar will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 62).
6. Under **Choices**, two choices and two matches will appear by default. You may add additional choices and matches as needed.

7. Under **Grading Options**, **All or nothing** is selected by default but you may change it. The following explains the various grading options:

   a. **All or nothing**: Selected by default, full points are awarded for the question only if ALL the correct answers are selected (See Figure 63).

   b. **Right minus wrong**: Points are awarded based on the number of correct answers minus the number of incorrect answers selected. To determine how much each answer is worth, the total number of points assigned to the question is divided by the total number of answer choices entered (See Figure 63).

   c. **Correct answers**: Points are awarded for each correct answer selected and each incorrect answer left blank. Incorrect answers selected and correct answers left blank are ignored (See Figure 63).

![Figure 63 - Grading Options](image)

8. To add more choices, enter a value in the **Add Choice** entry field (See Figure 64).

9. Click **Add Choice** (See Figure 64).

![Figure 64 - Add Choice](image)
10. Click in the **Value # 1** section to enter your first item to match (See Figure 65).

11. A **toolbar** will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 65).

12. Continue **entering choices** in the Value boxes until you are ready to enter the match to each value (See Figure 65).

![Figure 65 - Choice Values](image)

13. Under **Matches**, click to add the necessary number of matches to the items listed above (See Figure 66).

14. Then, click **Add Match** (See Figure 66).

![Figure 66 - Add Matches](image)
15. Click in the **Value # 1** section to enter your first item to match (See Figure 67).

16. A *toolbar* will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 67).

17. Continue **entering match choices** in the Value boxes until you are ready to save the question (See Figure 67).

![Figure 67 - Matching Values](image)

**Note:** You can remove any question part or blank by clicking the **delete** button.

![Figure 68 – Delete Button](image)
18. If you want to enter a question hint, click the **drop-down arrow** to expand the field (See Figure 69).

19. A text entry box will appear. Enter the hint **text** for the question (See Figure 69).

![Figure 69 - Enter Question Hint](image)

20. If you want to enter question feedback, click the **drop-down arrow** to expand the field (See Figure 70).

21. A text entry box will appear. Enter the hint **text** for the question (See Figure 70).

![Figure 70 - Enter Question Feedback](image)

22. When you are satisfied with your question and optional settings, click **Save**.

23. Following is a preview of the question.

![Figure 71 - Matching Question](image)
Creating Ordering Questions

Ordering Questions require students to identify the correct sequence or order in a series of items. The following explains how to configure an Ordering question:

1. After selecting Ordering as the question type, the New Ordering Question configuration window will open. Enter an optional Title (See Figure 72).

2. Under Points, enter a value (See Figure 72).

3. Under Difficulty, the value defaults to 1 but you may select between 2 and 5 as an alternative (See Figure 72).

   ![Figure 72 - New Ordering Question](image)

4. Click in the Question Text section to enter your question (See Figure 73).

5. A toolbar will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 73).

   ![Figure 73 - Question Text](image)
6. Under *Options, All or nothing* is selected by default but you may change it. The following explains the various grading options (See Figure 74):

a. **All or nothing**: Selected by default, full points are awarded for the question only if ALL the correct answers are selected (See Figure 74).

b. **Right minus wrong**: Points are awarded based on the number of correct answers minus the number of incorrect answers selected. To determine how much each answer is worth, the total number of points assigned to the question is divided by the total number of answer choices entered (See Figure 74).

c. **Correct answers**: Points are awarded for each correct answer selected and each incorrect answer left blank. Incorrect answers selected and correct answers left blank are ignored (See Figure 74).

![Figure 74 - Grading Options](image)

7. Four order items will appear by default. You may add additional items as needed.

8. To add more options, enter a value in the **Add Item** entry field (See Figure 75).
9. Click **Add Item** (See Figure 75).

![Figure 75 - Add Item](image)

10. Click in the **Value # 1** section to enter your first item to rank (See Figure 76).

11. A **toolbar** will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 76).

12. Continue **entering order items** in the Value boxes until you have entered all items (See Figure 76).
13. Enter **Feedback** in the corresponding item feedback box (See Figure 76).

![Figure 76 - Item Values](image)

**Note:** You can remove any question part or blank by clicking the **delete** button.

![Figure 77 – Delete Button](image)

14. If you want to enter a question hint, click the **drop-down arrow** to expand the field (See Figure 78).

15. A text entry box will appear. Enter the **hint text** for the question (See Figure 78).

![Figure 78 - Enter Question Hint](image)
16. If you want to enter question feedback, click the **drop-down arrow** to expand the field (See Figure 79).

17. A text entry box will appear. Enter the **feedback text** for the question (See Figure 79).

![Figure 79 - Enter Question Feedback](image)

18. When you are satisfied with your question and optional settings, click **Save**.

19. Following is a preview of the question.

![Figure 80 - Matching Question](image)

**Creating Arithmetic Questions**

Arithmetic questions allow you to assess mathematics and number theory. Here you can enter formulas, variables, equations and more.

1. After selecting Arithmetic as the question type, the **New Arithmetic Question** configuration window will open. Enter an optional **Title** (See Figure 81).
2. Under Points, enter a **value** (See Figure 81).
3. Under Difficulty, the value defaults to 1 but you may select between 2 and 5 as an alternative (See Figure 81).

![New Arithmetic Question](image)

**Figure 81 - New Ordering Question**

4. Click in the **Question Text** section to enter your question (See Figure 82).

5. A **toolbar** will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 82).

![Question Text](image)

**Figure 82 - Question Text**
6. The *Formula* field is where you **enter the formula** for solving the problem (See Figure 83).

**Note:** For a list of characters used in regular expressions, see the *D2L Brightspace Daylight Regular Expressions Guide* in the [UITC Documentation Center](https://www.uitc.indiana.edu/).  

7. Click the *Answer Precision drop-down* box to select the number of decimal places for the answer (See Figure 83).

8. Click the **checkbox** to enforce the *Answer Precision* setting (See Figure 83).

9. Under *Tolerance*, you will select the acceptable limits for the answer (See Figure 83).

![Figure 83 - Answer Settings](image)

10. Under *Units*, define the percentage value of identifying the measurement units in the answer:
    a. Enter the **unit name** (See Figure 84).
    b. Click the **drop-down** menu to select the percentage of total points that identifying the unit is worth (See Figure 84).

11. For each acceptable answer, select one of the following **Evaluation** options for the answer:
    a. **Case Insensitive**: Auto-grading searches for a matching character pattern in the answer text with or without letter case correctness (See Figure 84).
    b. **Case Sensitive**: Auto-grading searches for a matching character pattern in the answer text that must have letter case correctness (See Figure 84).
c. **Regular Expression**: Auto-grading uses meta-characters to search for one or more matching strings in the answer text's character pattern. What you set as meta-character parameters helps determine letter case sensitivity (See ).

**Note**: For a list of characters used in regular expressions, see the *D2L Brightspace Daylight Regular Expressions Guide* in the [UITS Documentation Center](#).

![Figure 84 - Evaluation Options](image)

12. Under *Variables*, two variables are displayed by default. To create more:
   c. Enter the **number of additional rows** needed (See Figure 85).
   d. Click **Add Variable** (See Figure 85).

![Figure 85 - Add Variables](image)

13. Define variables in the formula entered in step 6 above by giving each variable a name, minimum value, maximum value, number of decimal places, and step value.

![Figure 86 - Define Variables](image)
**Note:** You can remove any question part or blank by clicking the **delete** button.

![Delete Button](image)

Figure 87 – Delete Button

14. If you want to enter a question hint, click the **drop-down arrow** to expand the field (See Figure 88).

15. A text entry box will appear. Enter the hint **text** for the question (See Figure 88).

![Figure 88 - Enter Question Hint](image)

16. If you want to enter question feedback, click the **drop-down arrow** to expand the field (See Figure 89).

17. A text entry box will appear. Enter the feedback **text** for the question (See Figure 89).

![Figure 89 - Enter Question Feedback](image)
18. When you are satisfied with your question and optional settings, click **Save**.
19. Following is a preview of the question.

![Figure 90 - Arithmetic Question](image)

**Creating Significant Figures Questions**

Significant figure questions require answers in scientific notation and provide solutions that contain a specified number of significant figures.

1. After selecting Significant Figures as the question type, the *New Significant Figures* configuration window will open. Enter an optional **Title** (See Figure 91).

2. Under **Points**, enter a **value** (See Figure 91).
3. Under **Difficulty**, the value defaults to 1 but you may select between 2 and 5 as an alternative (See Figure 91).
4. Click in the **Question Text** section to enter your question (See Figure 92).

5. A toolbar will appear above the text field to provide tools to format the text entered, insert videos, photos and other objects such as equations, files, and links, as well as view the text in full-screen to access additional formatting options (See Figure 92).

![Figure 92 - Question Text](image)

6. Use the **Formula** field to enter the formula for solving the problem (See Figure 93).

7. Click the **Significant Figures drop-down** box to select the number of significant figures for the answer (See Figure 93).

8. Click the **Deduct checkbox** to set the percentage to deduct from the answer score for using the incorrect number of significant figures (See Figure 93).

9. Under **Tolerance**, select the acceptable limits for the answer (See Figure 93).

![Figure 93 - Formula](image)
10. Under **Units**, define the percentage value of identifying the measurement units in the answer:
   a. Enter the **unit name** (See Figure 94).
   
   b. Click the **drop-down** menu to select the percentage of total points that identifying the unit is worth (See Figure 94).

11. For each acceptable answer, select one of the following **Evaluation** options for the answer (See Figure 94):
   
   a. **Case Insensitive**: Auto-grading searches for a matching character pattern in the answer text with or without letter case correctness (See Figure 94).
   
   b. **Case Sensitive**: Auto-grading searches for a matching character pattern in the answer text that must have letter case correctness (See Figure 94).
   
   c. **Regular Expression**: Auto-grading uses meta-characters to search for one or more matching strings in the answer text's character pattern. What you set as meta-character parameters helps determine letter case sensitivity (See Figure 94).

   **Note**: For a list of characters used in regular expressions, see the **D2L Brightspace Daylight Regular Expressions Guide** in the **UITS Documentation Center**.

![Figure 94 - Evaluation Options](image)

12. Under **Variables**, two variables are displayed by default. To create more:
   
   a. Enter the **number of additional rows** needed (See Figure 95).
   
   b. Click **Add Variable** (See Figure 95).

![Figure 95 - Add Variables](image)
13. Define variables in the formula entered in step 6 above (See Figure 83) by giving each variable a name, minimum value, maximum value, number of decimal places, and step value.

![Variables](image)

**Note:** The system assumes that the values entered are reduced to the highest power possible.

**Figure 96 - Define Variables**

**Note:** You can remove any question part or blank by clicking the delete button.

![Delete Button](image)

**Figure 97 – Delete Button**

14. If you want to enter a question hint, click the **drop-down arrow** to expand the field (See Figure 98).

15. A text entry box will appear. Enter the hint **text** for the question (See Figure 98).

![Enter Question Hint](image)

**Figure 98 - Enter Question Hint**
16. If you want to enter question feedback, click the **drop-down arrow** to expand the field (See Figure 99).

17. A text entry box will appear. Enter the feedback text for the question (See Figure 99).

18. When you are satisfied with your question and optional settings, click **Save**.

19. Following is a preview of the question.

![Figure 99 - Enter Question Feedback](image)

**Figure 99 - Enter Question Feedback**

**Question 20 (1 point)**

Add $(3.870\times10^4)$ miles and $(4.50\times10^4)$ miles and round to 3 significant figures.

**Note:** Your answer is assumed to be reduced to the highest power possible.

Your Answer:

![Figure 100 - Arithmetic Question](image)

**Figure 100 - Arithmetic Question**

**Additional Help**

For additional support, please contact the KSU Service Desk:

**KSU Service Desk for Faculty & Staff**

- **Phone:** 470-578-6999
- **Email:** service@kennesaw.edu
- **Website:** http://uits.kennesaw.edu