How Do I Complete a Quiz/Exam

Login to Moodle and go to your course.

Find the quiz or exam that you need to complete.

Click on the quiz.

Make sure to read any directions the instructor posts.

When you are ready to take the quiz, click on Attempt quiz now button.

Quiz Example

You have 20 minutes to complete the exam. Please read carefully and answer all of the questions fully.

Attempts allowed: 1

Time limit: 20 mins

Attempt quiz now
Click on the Start attempt button.

**Timed quiz**

The quiz has a time limit of 20 mins. Time will count down from the moment you start your attempt and you must submit before it expires. Are you sure that you wish to start now?

[Start attempt] [Cancel]

The Quiz navigation block will show you how many pages there are in the quiz. If the quiz is timed, the timer will be found here as well.

Click on the next page button to proceed to the next set of questions.
How Do I Complete a Quiz/Exam

Click on the finish attempt button to complete the quiz.

The Summary of attempt page will appear.

**Quiz Example**

**Summary of attempt**

<table>
<thead>
<tr>
<th>Question</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Answer saved</td>
</tr>
<tr>
<td>2</td>
<td>Answer saved</td>
</tr>
<tr>
<td>3</td>
<td>Answer saved</td>
</tr>
<tr>
<td>4</td>
<td>Answer saved</td>
</tr>
</tbody>
</table>

Click on Return to attempt

Time left: 0:14:59

This attempt must be submitted by Wednesday, December 13, 2017, 5:49 PM.

You can return to the attempt or submit all and finish.

A confirmation window will open.

Click on Submit all and finish.

You have successfully submitted your quiz.

**Summary of your previous attempts**

<table>
<thead>
<tr>
<th>State</th>
<th>Points / 4.00</th>
<th>Grade / 100.00</th>
<th>Review</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finished</td>
<td></td>
<td></td>
<td>Not yet graded</td>
</tr>
<tr>
<td>Submitted Wednesday, December 13, 2017, 5:37 PM</td>
<td></td>
<td></td>
<td>Not yet graded</td>
</tr>
</tbody>
</table>

Your final grade for this quiz is Not yet graded/100.00.