## **Instructional Resource**

# Viewing Quiz Results with Respondus in New Quizzes

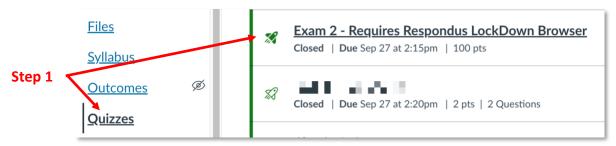
### How can students view their results through Respondus?

Student results are available based on the settings set by an instructor. Specifically with New Quizzes using Respondus, the results will be displayed within the Respondus application. These instructions will provide you with the steps to take after a quiz has been completed for your students to view their quiz results. It is important to follow these steps strictly as you will need to additionally remove viewing privileges once you have completed the viewing period.

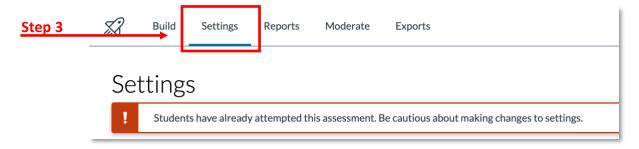
Please note, that while students will not be able to take screenshots from their computer, students can take pictures of the quiz or write down the quiz questions/answers. To prevent the sharing of quiz questions/answers, it is recommended the viewing take place in a live classroom setting where you ask students to clear their surroundings for the duration of the viewing. Lastly, if you do not want students to see their overall grade when viewing the exam results, the quiz must be muted in the grade book.

#### Configuring Settings to Allow Students to View their Quiz Results

1. Once the quiz has been completed, navigate to Quizzes, and locate your quiz.

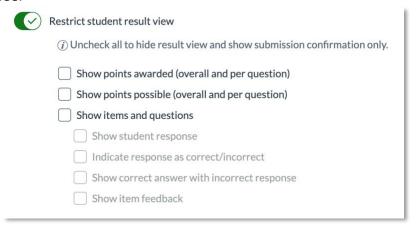


- 2. Access your quiz and click **Build** in the bottom right-hand side of your screen.
- 3. Click **Settings** from the top navigation menu. You will see a note at the top indicating students have already completed the quiz.

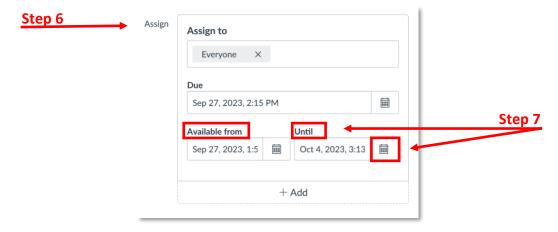


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Scroll down to the bottom of your settings page to the Restrict student result view.
Under this section, you will need to select from the options what you would like your students to see.



- 5. Once this step has been completed, you will need to click **Return** from the upper right-hand corner of your screen to exit the New Quizzes settings.
- 6. After you have completed configuring how you would like your students to see their results, you will need to reopen your quiz to physically see the results. Please complete Step 1 to navigate back to your quiz. On the quiz screen, scroll down to the *Assign* section.
- 7. To reopen your quiz, you will need to configure the available times for the exam. To do this, you can click the **calendar icon** to choose a date and time in the *Available from* and *Until* sections of *Assig*. You can also manually type in the date and time you would like for the quiz to open and close. These steps will allow you to configure this ahead of time.
  - a. If you are in a live class, you can also wait until the time you would like for them to see the quiz results and then type in the time you would like for the quiz to be available until.



8. When students navigate to the quiz, upon clicking it, they will be prompted to open Respondus and then they will see their exam results. Please follow the next steps to close the quiz and results viewing period.

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#### **Configuring Settings to Close Viewing of Student Quiz Results**

- 1. Once the viewing period has been completed, navigate to **Quizzes**, and locate your quiz. On the quiz page, please verify the quiz has completely closed by looking at the *Until* section under the *Assign* section.
- 2. To access your quiz click **Build** in the bottom right-hand side of your screen.
- 3. Click Settings from the top navigation menu.
- 4. Scroll down to the bottom of your settings page to the *Restrict student result view*. Under this section, you will need to deselect the options you had previously selected and ensure that the **Restrict student result view** button is checked green and all others are unchecked.