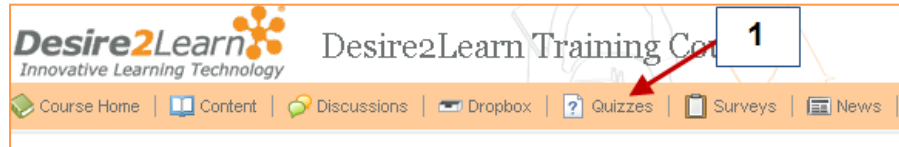


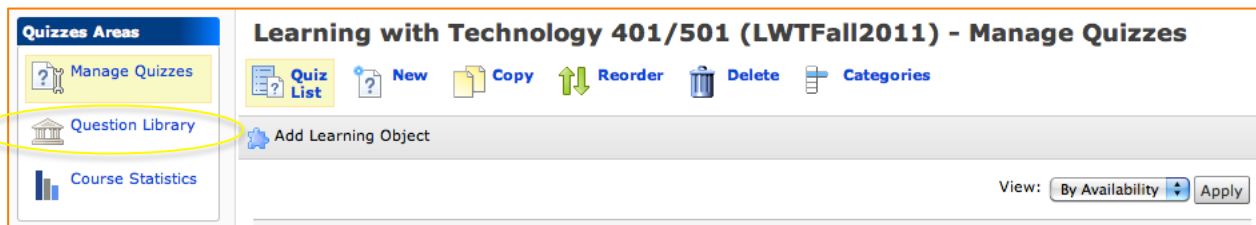
This step-by-step guide will demonstrate how to create Multiple-Select Questions within the **Quizzes** tool in Desire2Learn (D2L).

## Quizzes: Create Questions – Multiple-Select

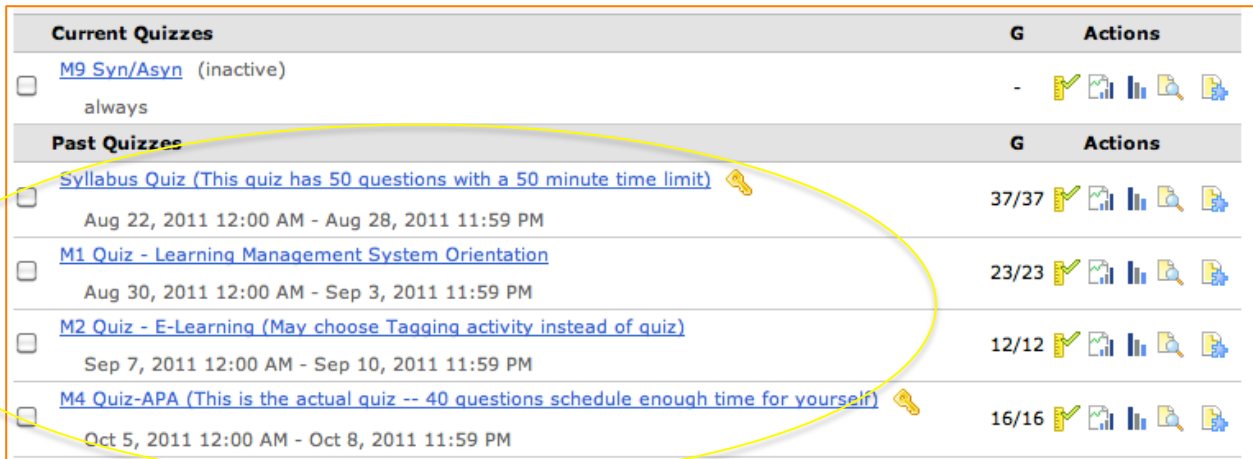
1. Select **Quizzes**.



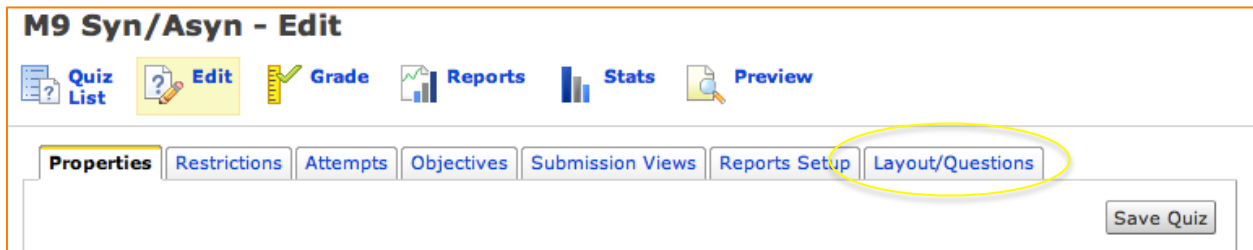
2. Select one of the following two options.
  - a. Select **Question Library** (recommended option).



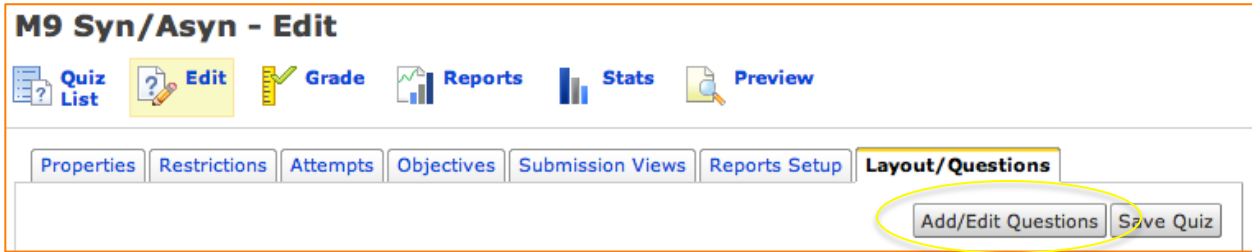
- b. Select the desired quiz.



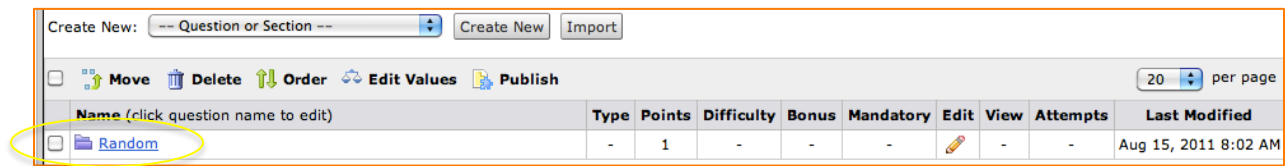
- i. Select the **Layout/Questions** tab for that quiz.



ii. Select **Add/Edit Questions**.



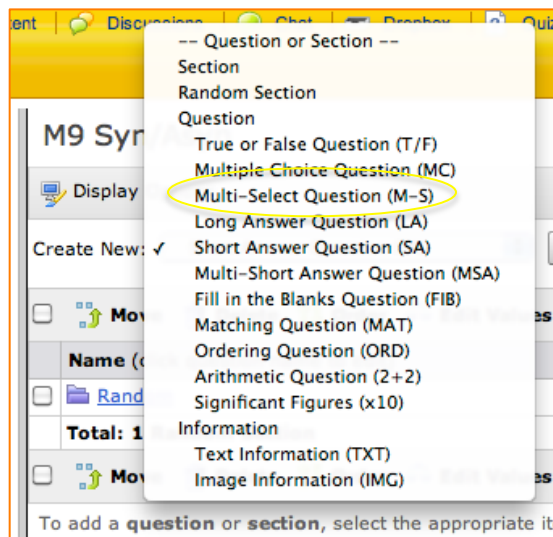
3. *Optional*: Select a **Section** into which the new question(s) will be placed.



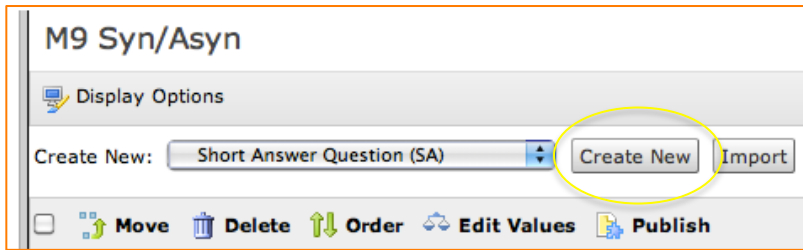
*Note*: See step-by-step guide *Quizzes: Layout/Questions Tab* on how to create sections.

**Warning**: Questions or information created within a **Random Section** cannot be copied and will be available only within that specific section.

4. Select **Multiple-Select Question (M-S)** from the dropdown menu.

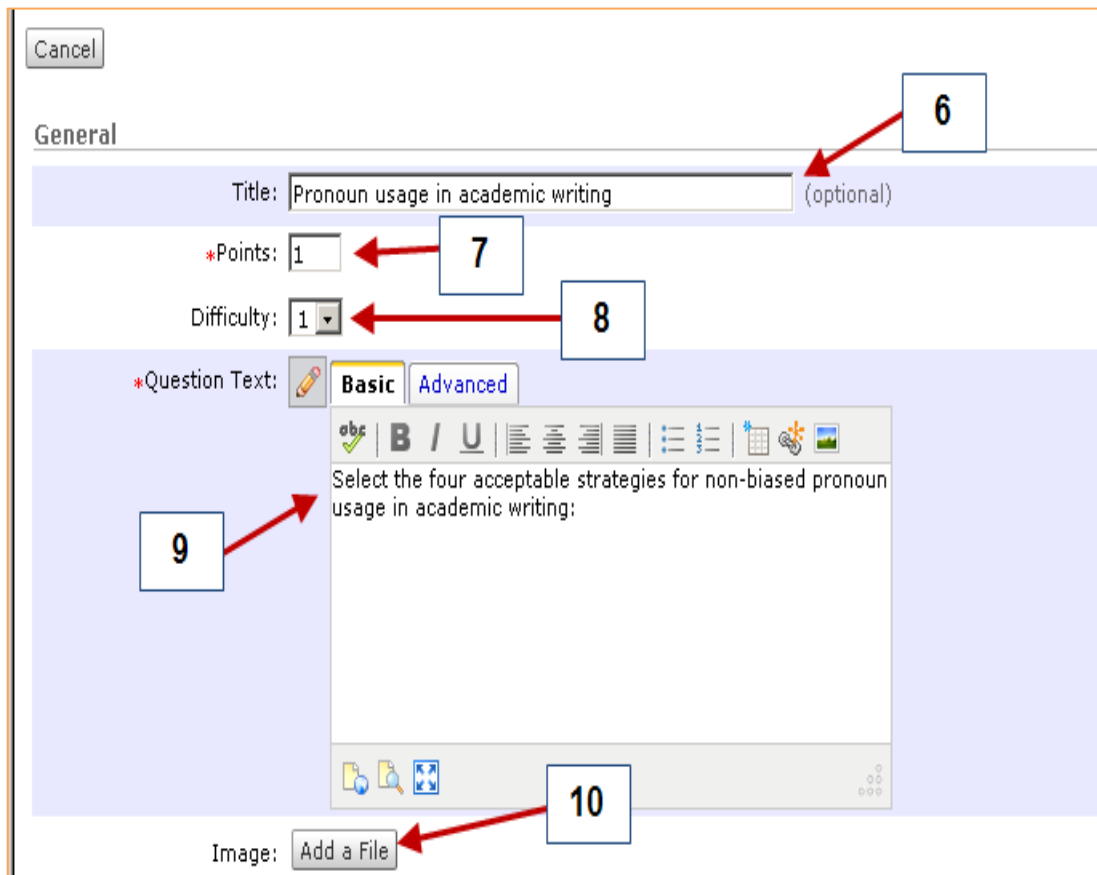


5. Select **Create New**.



### Enter Question Information

6. *Optional*: Enter a **Title**.
7. *Optional*: Edit the number of **Points** the question is worth.
8. *Optional*: Edit the level of **Difficulty**.
9. Enter the **Question Text**.



10. *Optional*: Add an image by selecting **Add a File**.

- a. *Optional:* Enter a **Description** of the image.

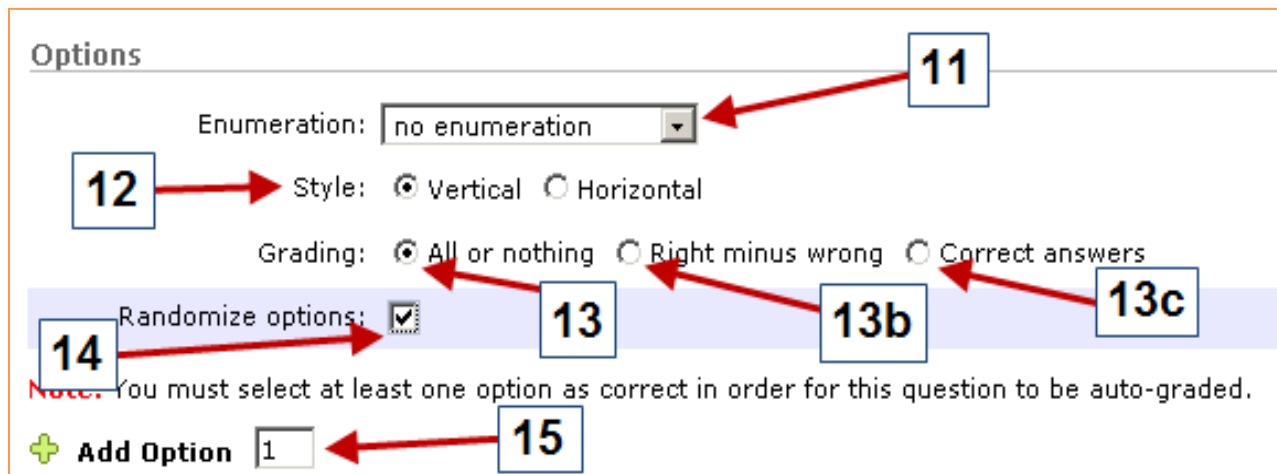


**Enter Answer Information**

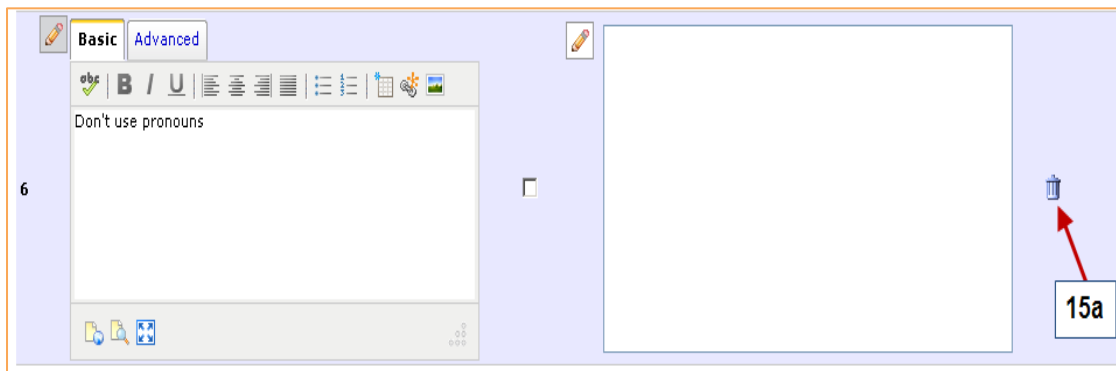
- 11. *Optional:* Select a type of **Enumeration** from the dropdown menu.
- 12. Select a presentation **Style**.
- 13. Select one of the following three **Grading** options:
  - a. Select **All or nothing**.
  - b. Select **Right minus wrong**.
  - c. Select **Correct answers**.
- 14. *Optional:* Select **Randomize options** to randomize the order in which answers will be displayed to different users.

*Note:* Verify the wording of answer options. It can be confusing to randomize the order of options when options reference each other (e.g., “all of the above” or “a and b”).

- 15. *Optional:* Select **Add Option** to add an additional answer option.



- a. *Optional:* If an option is not needed, select the **Remove** icon.



16. Complete the following steps for each answer option:

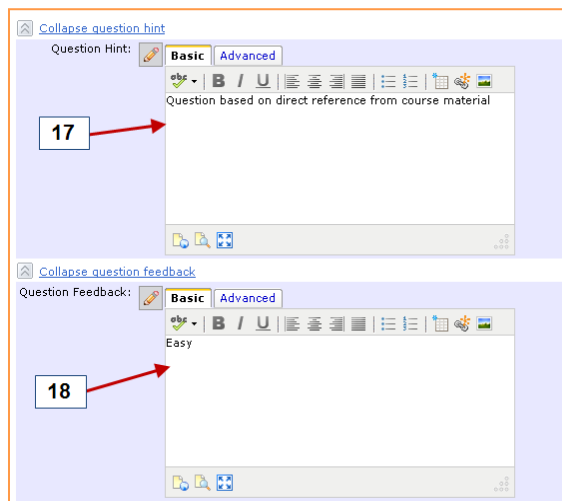
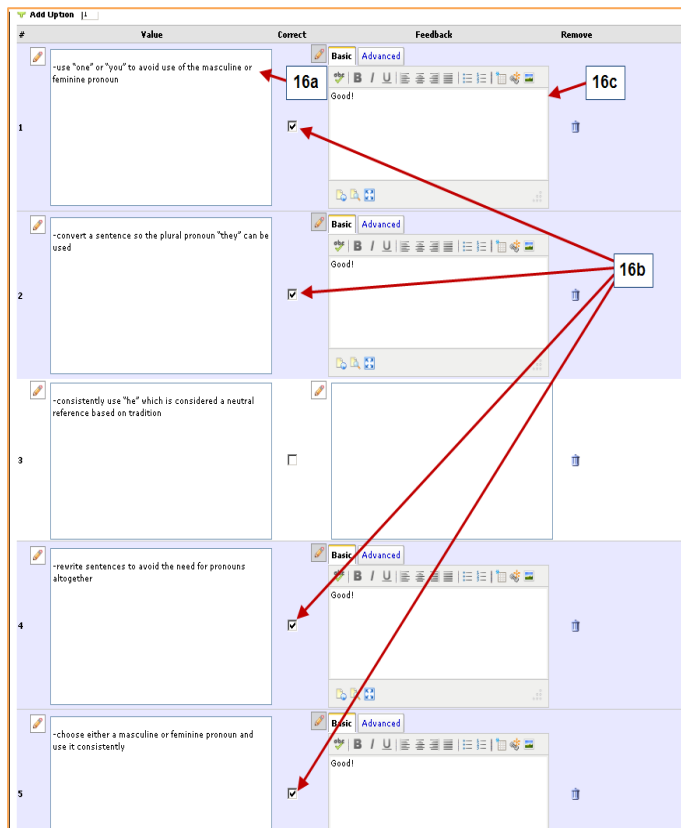
- a. Enter the **Value** (answer).
- b. Select **Correct** for each correct answer.

*Note:* It is assumed that multiple answers are correct.

- c. *Optional:* Enter **Feedback** to be shared when this answer is selected (if enabled).

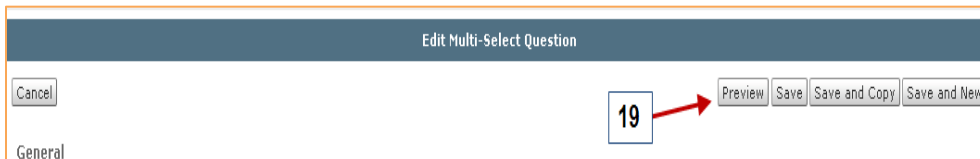
17. *Optional:* Enter a **Question Hint**.

18. *Optional:* Enter **Question Feedback**.

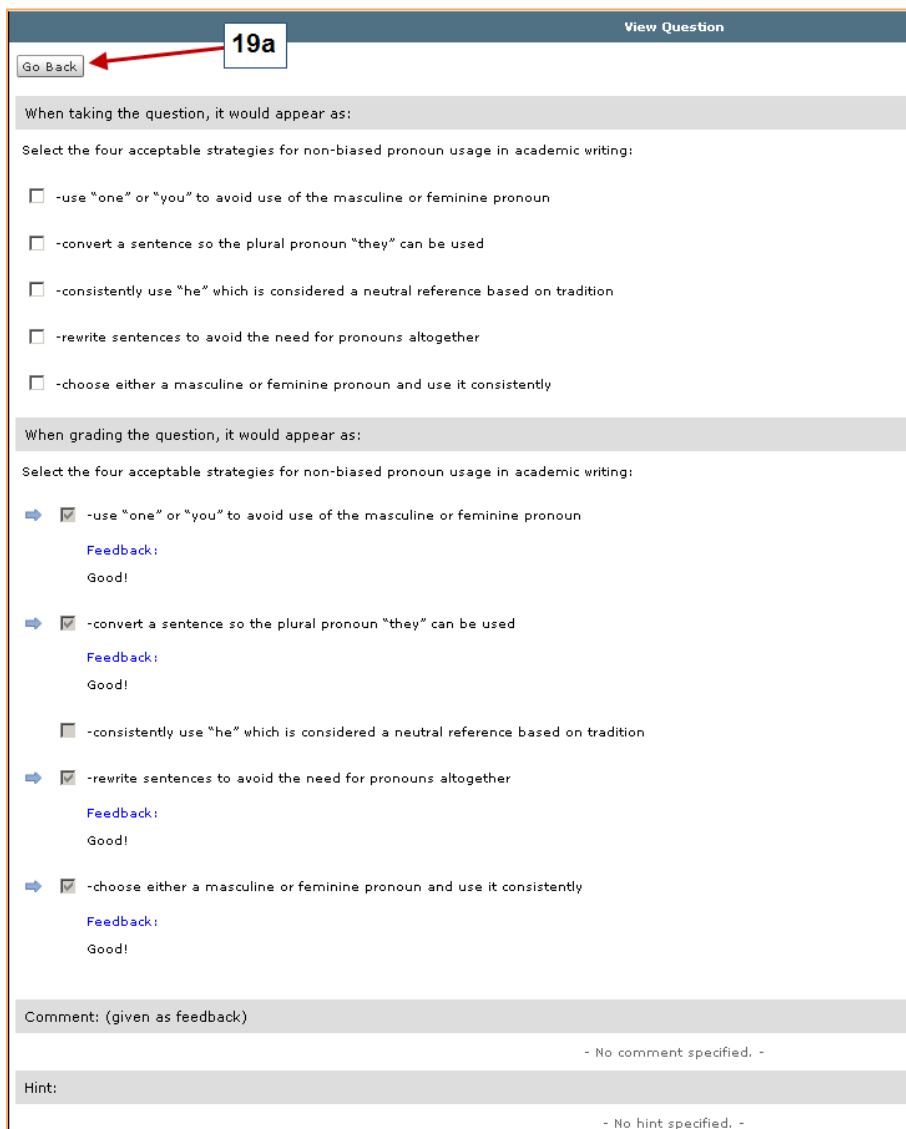


### Preview and/or Save

19. *Optional:* Select **Preview** to view the question and optional feedback or hint.



a. Select **Go Back**.



20. Select one of the following Save options:
- Select **Save**.
  - Select **Save and Copy** to create a copy that will open immediately for editing.
  - Select **Save and New** to immediately open a new blank question.

