

## Edit a video quiz

Last Modified on 12/11/2024 5:37 pm IST

 This article is designated for all users.

### About

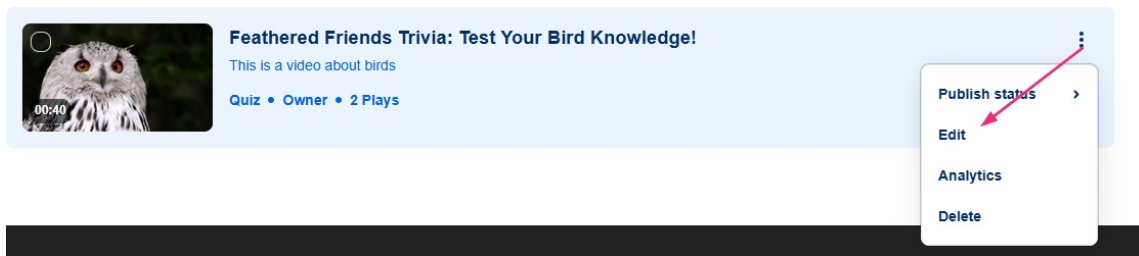
Need to update your video quiz? This guide covers everything from editing details and questions to adjusting participant options, making it easy to tailor your quiz.

### Prerequisites

The [Editor module](#) and the [Quiz module](#) must be enabled.

### Launch the editor

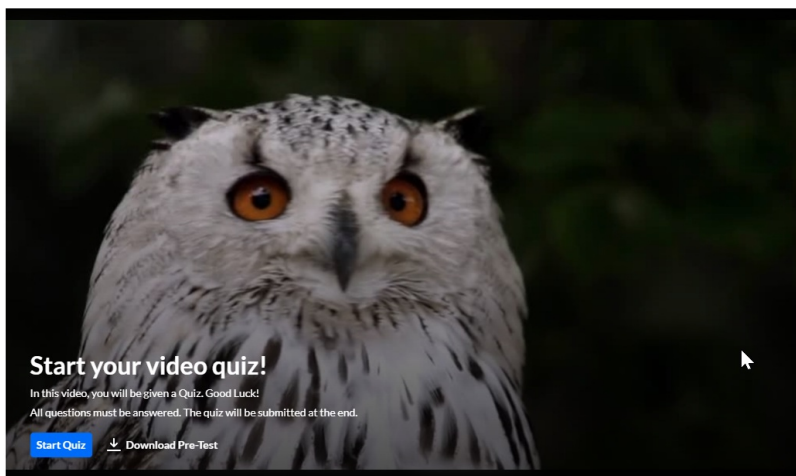
1. Locate the quiz you want to edit, then click on the **three dots** and select **Edit**.



The Edit page displays.

[← Back to Media Page](#)

#### Feathered Friends Trivia: Test Your Bird Knowledge!



##### Basic Info

Creator: Louise Smith

Owner: [Louise Smith](#)

Media Entry ID: 1\_ykz183is

Media Type: Quiz

Publish Status: Private

Creation date:

October 03, 2024 12:57 PM Asia/Jerusalem

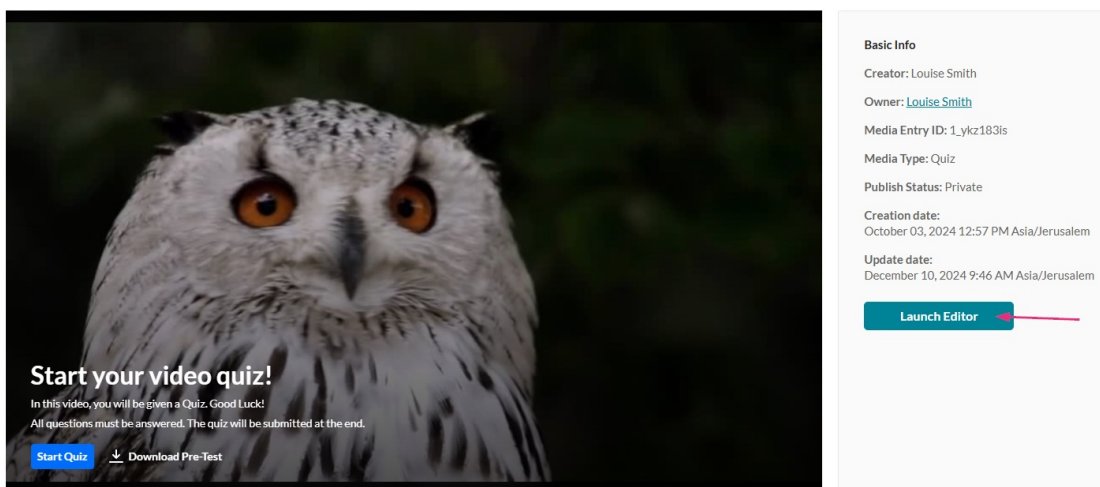
Update date:

December 10, 2024 9:46 AM Asia/Jerusalem

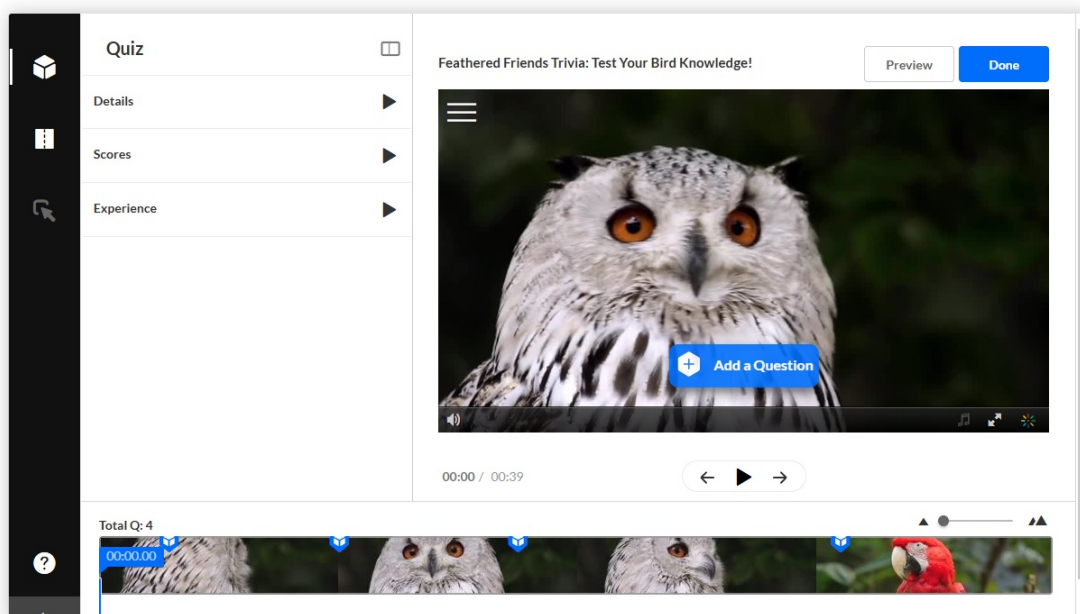
[Launch Editor](#)

[Details](#) [Languages](#) [Publish](#) [Options](#) [Collaboration](#) [Thumbnails](#) [Presenters](#) [Downloads](#) [Distribution](#) [Captions](#) [Attachments](#) [Timeline](#) [Display](#) [Registration](#) [Chat](#)

2. To the right of the media, click **Launch Editor**.



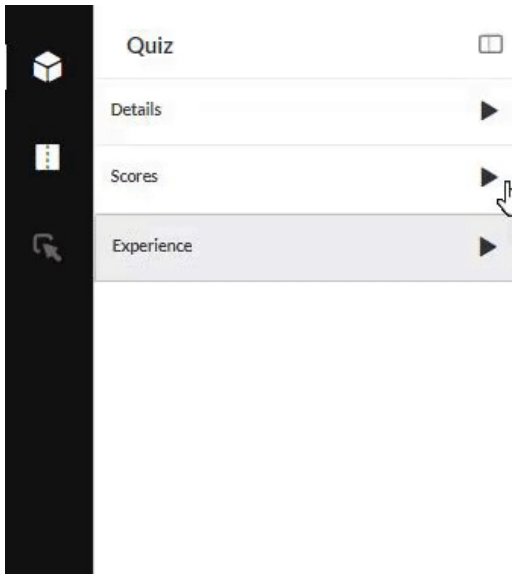
The **Quiz** tab of the video editor opens, ready for editing.



## Edit quiz settings

### Details

Click the **Details** tab to edit the quiz details.

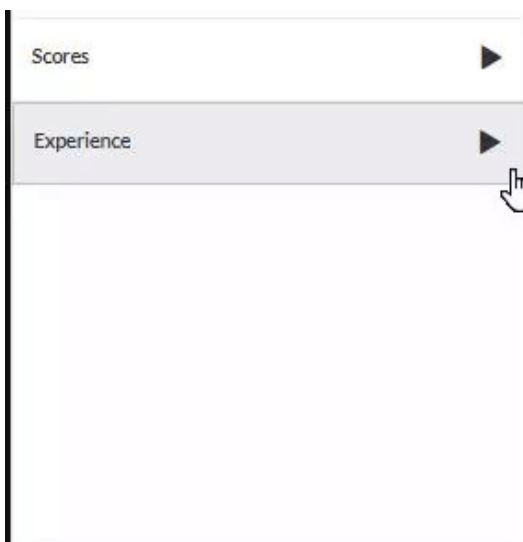


You can modify the following:


- **Quiz Name** - Update the name of the quiz.
- **Welcome Message** - Change or remove the welcome message.
- **Allow Download of Questions List** - Enable or disable the ability for participants to download the question list before starting.
- **Instructions** - Edit the default instructions displayed to participants.

## Scores

Click the **Scores** tab to modify the scoring options.



**Allow Multiple Attempts** - Modify how many attempts a participant has to take the quiz (the minimum is two per quiz). You then choose which score to keep (Highest, Lowest, and so on).

 Note that **QuestionsV3** in the [Quiz Module](#) must be enabled by your administrator to have the **Allow Multiple Attempts** feature available.

[Revert to defaults](#)

Upon Submission:

**Allow Multiple Attempts**

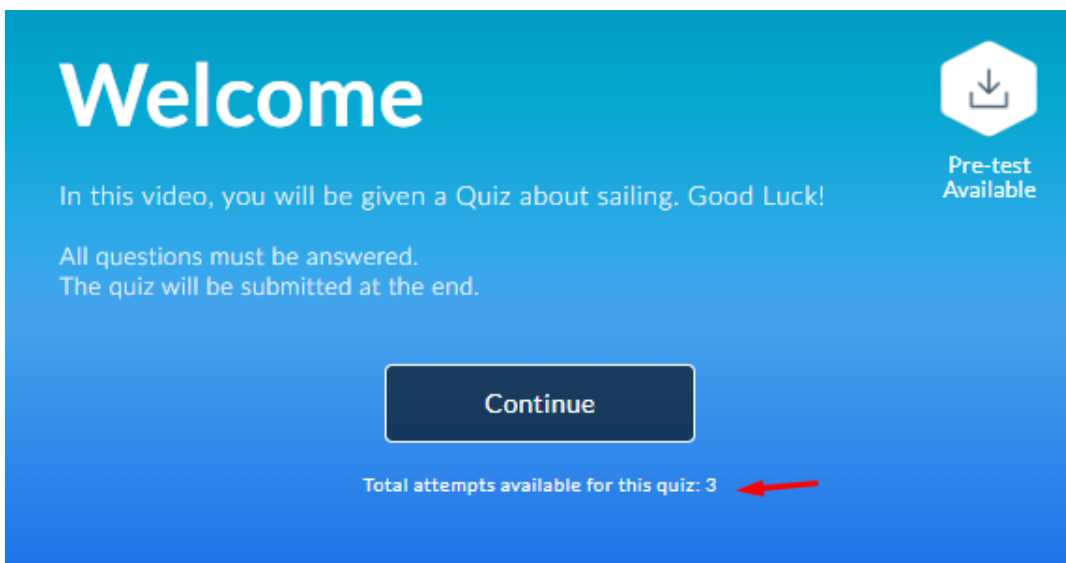
Allow viewers to take the quiz more than once.

Number of attempts (2-100)

Quiz Score to Keep

- Latest Attempt
- Highest Attempt
- Lowest Attempt
- Latest Attempt
- First Attempt
- Average of all Attempts

The number of attempts will be shown on the Welcome page as long as the **Show Welcome Page** has been enabled in the **Details** tab.



- **Do Not Show Scores** - A 'Thank You' message will display after submitting the quiz, and no scores will be presented to the viewer.
- **Show Scores** - Participants will see the quiz score page after the quiz has been submitted.
- **Include Answers** - Participants will be able to see correct/incorrect answers, as well as the correct answer's rationale if you chose to add it during the quiz creation.

If you change your mind, you can click **Revert to defaults** at any time.

## Experience

Click the **Experience** tab to modify the experience options.



The following default values are displayed, and you have the option to change them:

- **Allow Answers Change** - Allows your participants to change an answer before submitting the entire quiz during review mode.
- **Allow Skip** - This enables a "Skip for Now" button which allows your participants to skip a question and go back to it later.
- **Do not Allow Skip** - Participants must submit an answer before proceeding forward.
- **No seeking forward** - Participants won't be able to use the seek bar to navigate the video past the point they viewed.

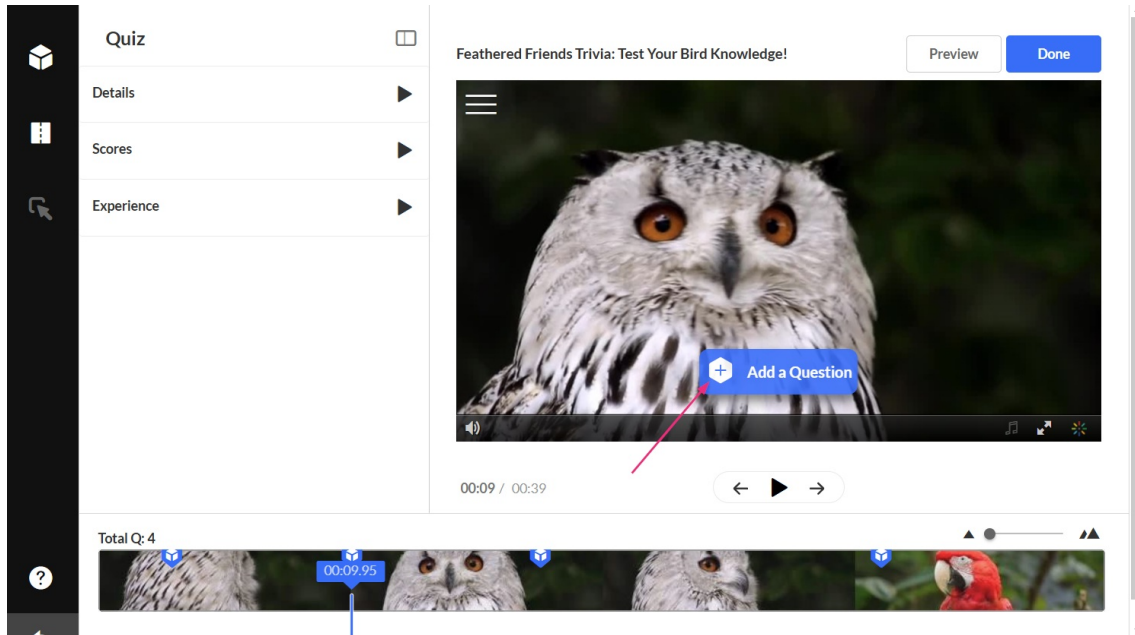
You can choose **Revert to defaults** at any time.

✓ For more information about configuring quiz settings, check out our article [Set up a video quiz](#).

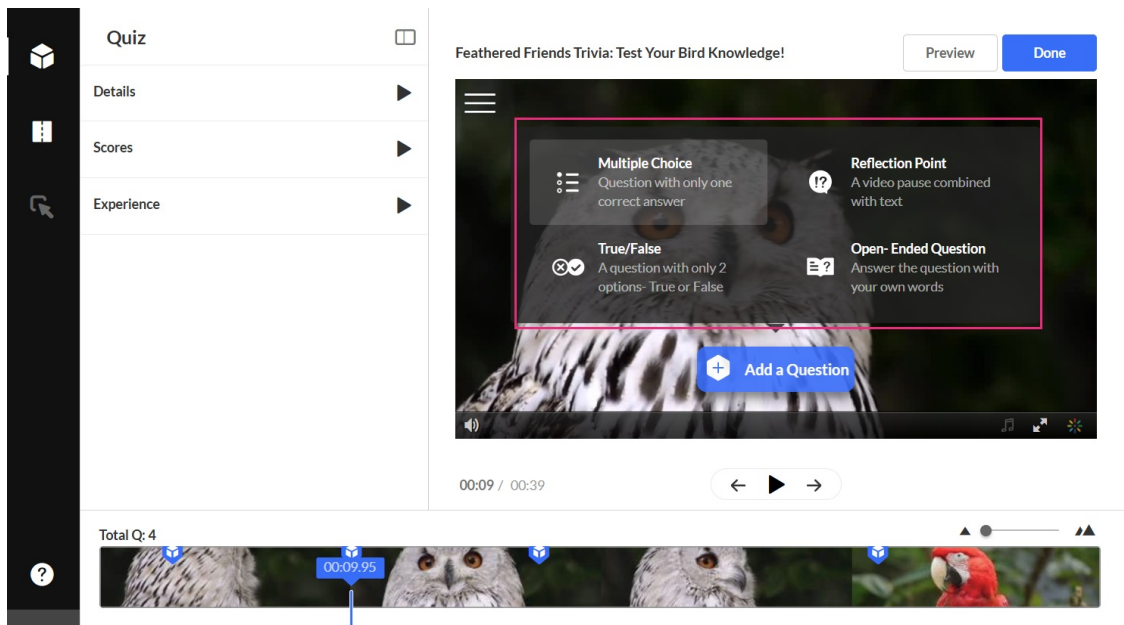
## Edit quiz questions

### Add new questions

1. Click **+Add a Question**.




A panel with question types displays.




2. Choose a question type:

- **Multiple Choice:** One correct answer with up to six options.
- **True/False:** Two answer options, True or False.
- **Reflection Point:** Pause the video with a reflective question.
- **Open-Ended Question:** A text-response question for participants to type their answer. Open-ended questions have a limit of 400 characters for the question and 250 for the answer.

 Open-ended questions should have any answer typed in before the quiz can be submitted. Note that this

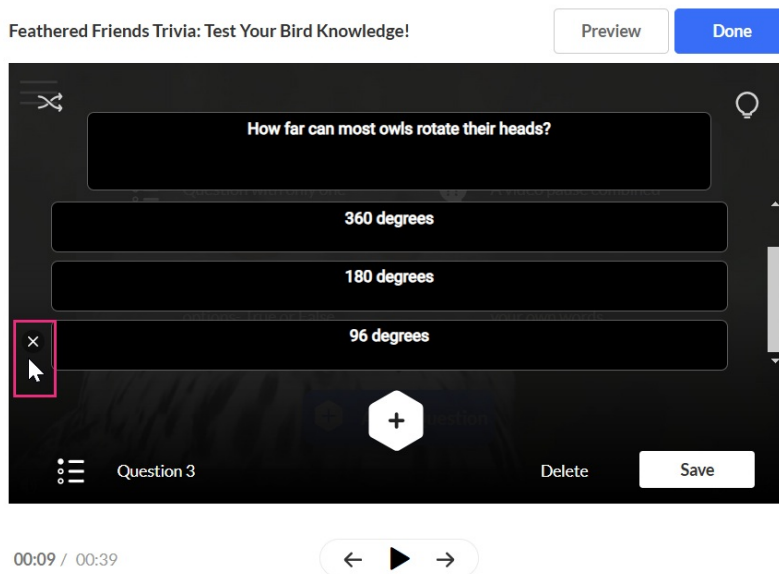
question is not automatically graded, and after the quiz has been submitted, the quiz owner is required to evaluate the answer and edit the quiz's score accordingly. The owner can also reply with a note to the participant. To learn more, see [Quiz Reporting and Analytics](#).

 The **QuestionsV3** field in the [Quiz Module](#) must be enabled by your administrator to have the **Open-Ended Question** feature available.

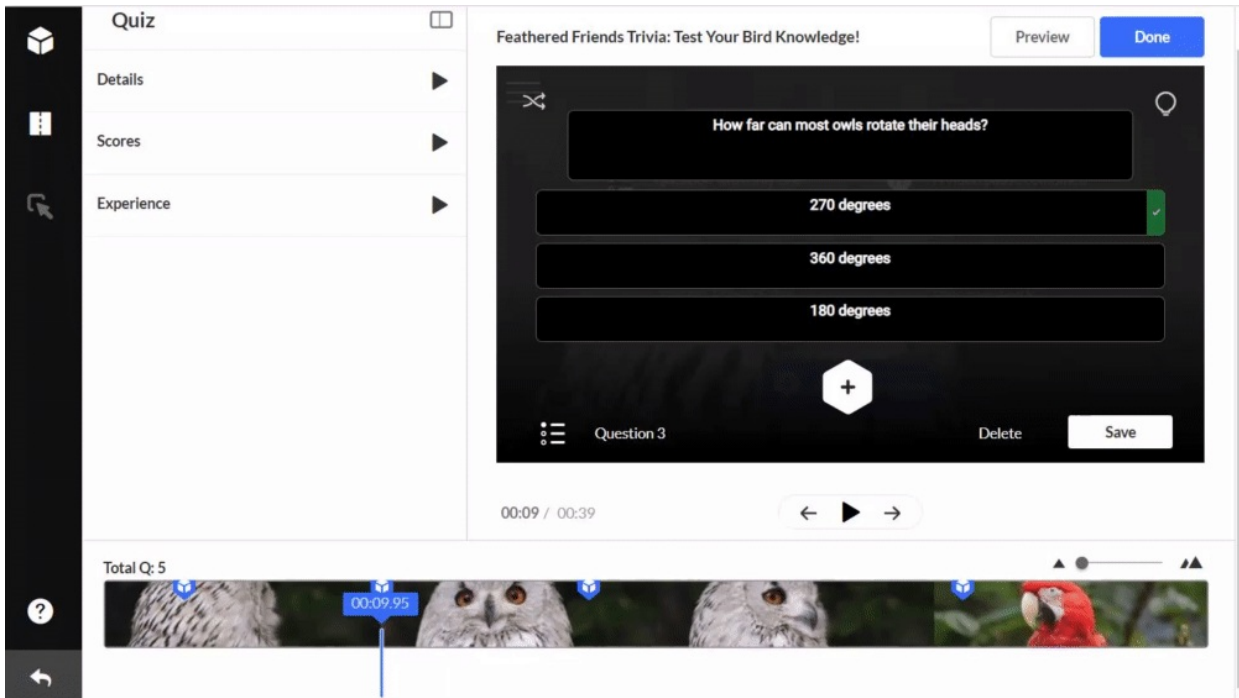
3. Enter the question text in the **Add a Question Here** field.
4. In the **Add the CORRECT Answer Here** field, enter the correct answer.
5. In the **Add Additional Answer Here** field, enter other possible answers to choose from (distractors). Two answers are mandatory.

Click the **+** icon to add more answers if you want.

To **delete** an answer, click on the **x** that appears when you hover near the answer. The correct answer can't be deleted, only modified.



After you have typed in the answer options, use the **Shuffle icon** to shuffle the answers, or hover over the dots next to the answers to manually drag them to re-order them. The correct answer always has a checkmark in green at the end of it.



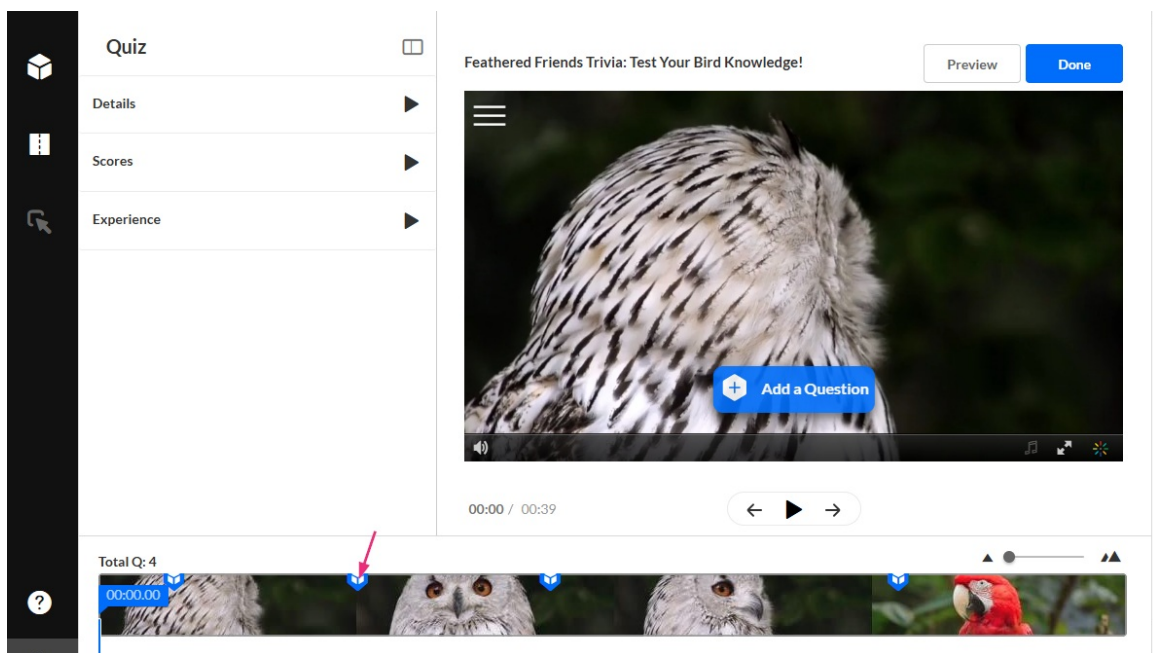
6. Click **Save** to save the question or **Delete** to delete it.

7. When you have finished entering all the questions and answers, click **Done**.

✔ For more information about adding quiz questions, check out our article [Add questions to your video quiz](#).

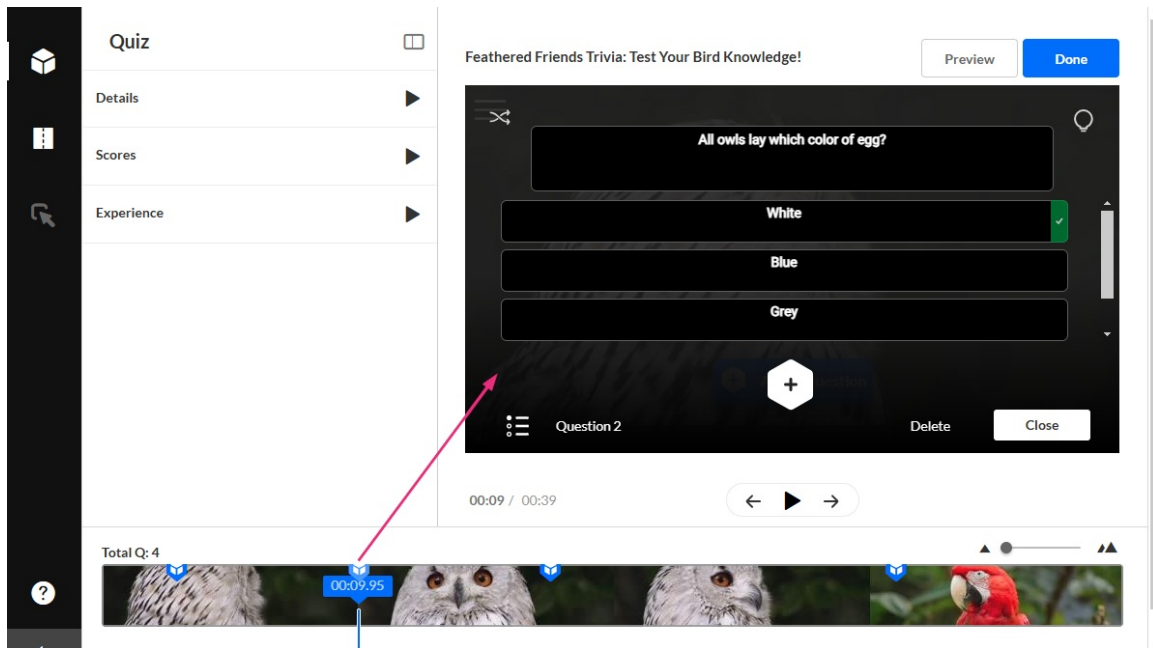
### Edit existing questions

1. Click on the desired question icon to view the question.



The question displays in the screen.



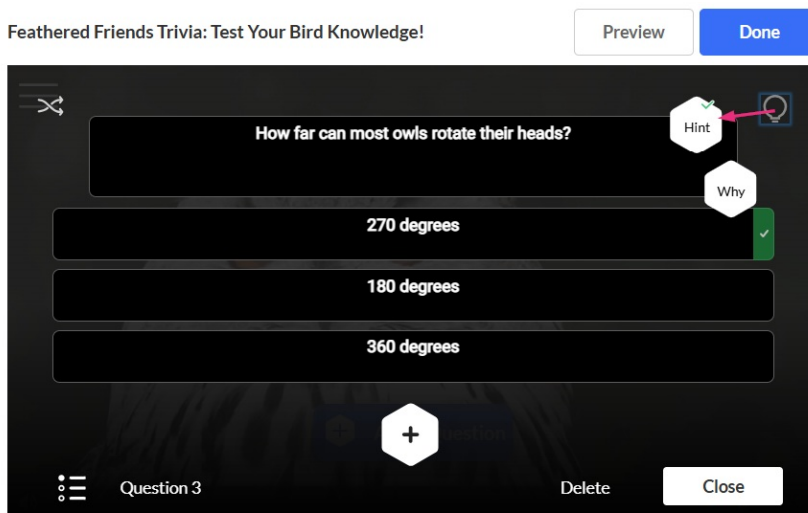


2. From here, you can:

- Edit question text or answers.
- Add, remove or edit Hints or Whys. See [below](#) for editing instructions.
- Reorder answers using the shuffle option or drag-and-drop.
- Delete the question if no longer needed.

### Edit Hints and Whys

1. To edit a hint or why click the **lamp icon** and then the **Hint icon** or **Why icon**.

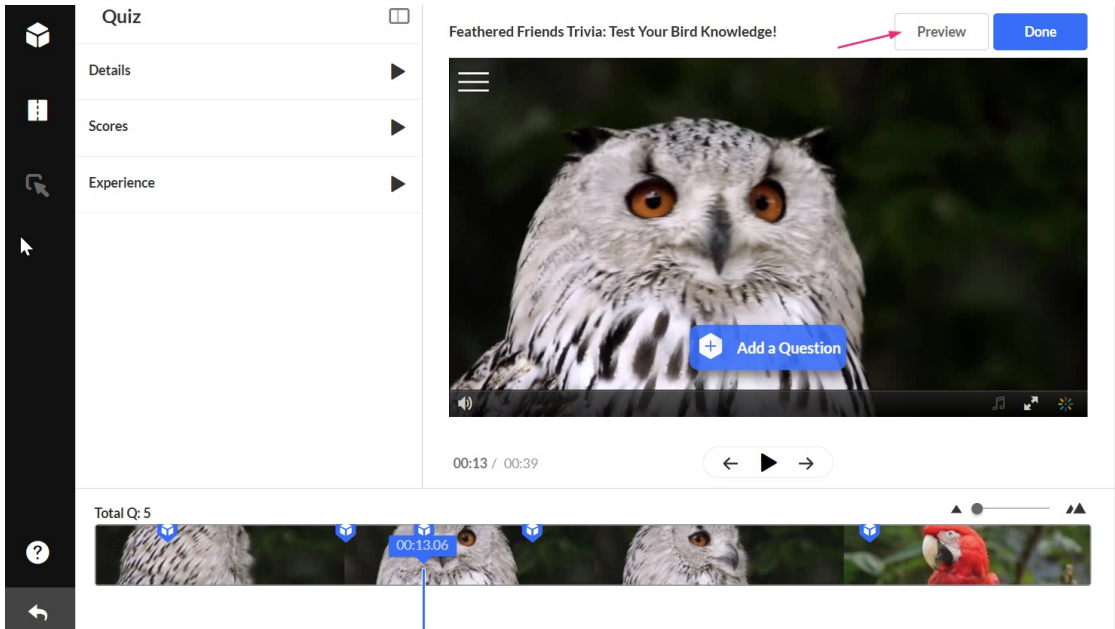


2. Modify the text in the box that appears.
3. Click **Apply** or **Remove**.
4. Click **Save**.

✓ For more information about Hints and Whys, check out our article [Add questions to your video quiz](#).

## Test your edits

Your quiz is saved automatically while editing. Once you've made all edits, click **Preview** to test your quiz.



Once you've finished, click **Done**.