Printing Quizzes – D2L Tutorial

This tutorial is for faculty who have previous experience using the Quizzes tool in D2L. For further information, please contact elearning@camosun.ca for assistance.

Scenario

This tutorial will cover the steps involved with printing quizzes.

Note that there is no "print quiz" function in D2L, nor can you directly print a Quiz preview. You will need to select, copy, and paste questions into WORD in order to print them.

The following steps are for printing a quiz on a Windows computer from within the Firefox browser (of course, while Chrome is better for more things in D2L, Firefox is easier to copy and paste the Quiz questions from).
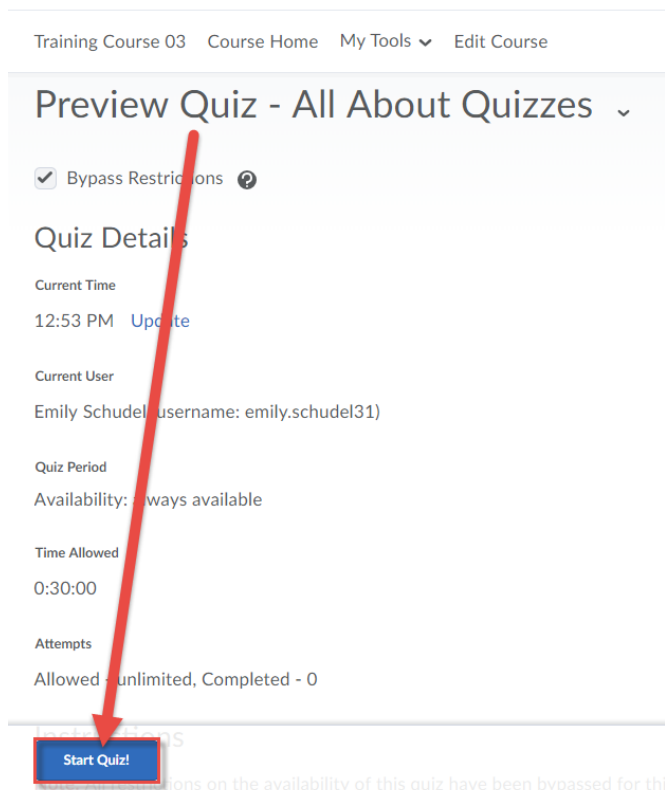
Steps

1. Go to the **Quizzes** tool in your course.

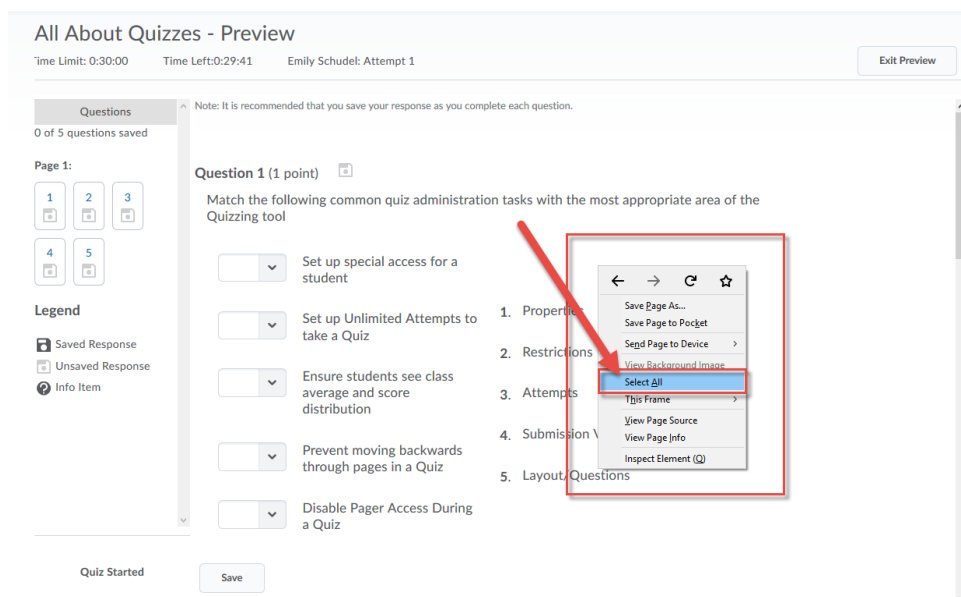2. Click the arrow next to the title of the quiz you want to print, and click **Preview**.
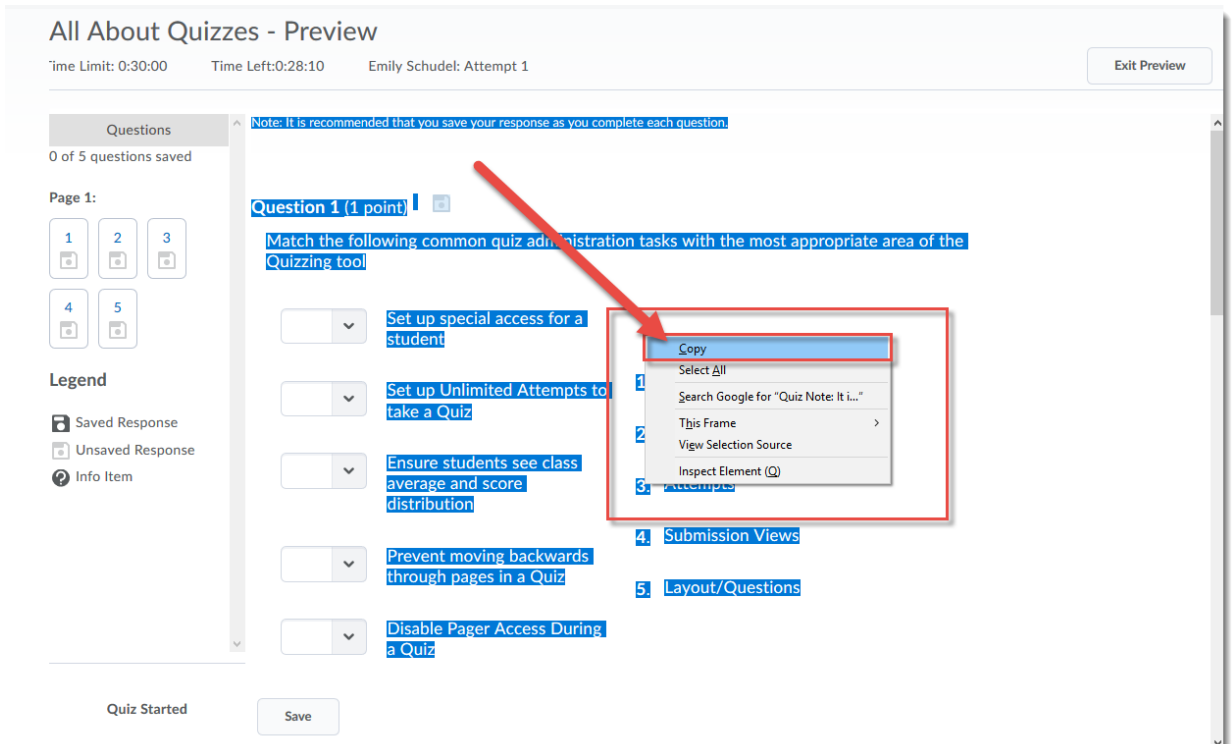
3. Click **Start Quiz**.

4. When the quiz opens, place your mouse on the main quiz area, click your right mouse button, and click on **Select All**. OR drag your mouse to highlight all the questions you want to copy.
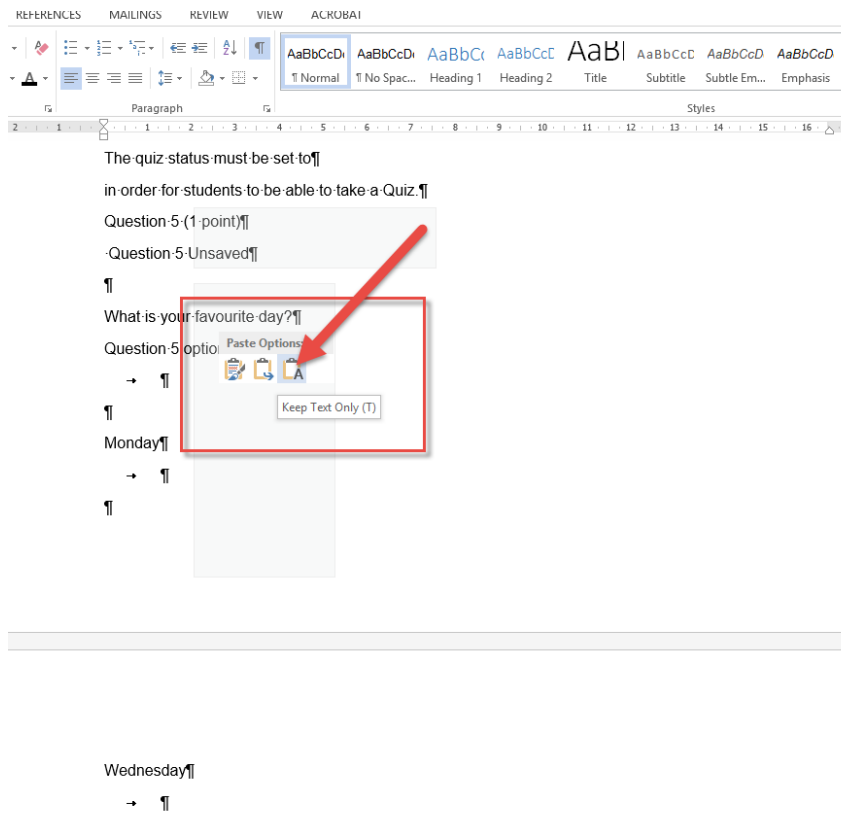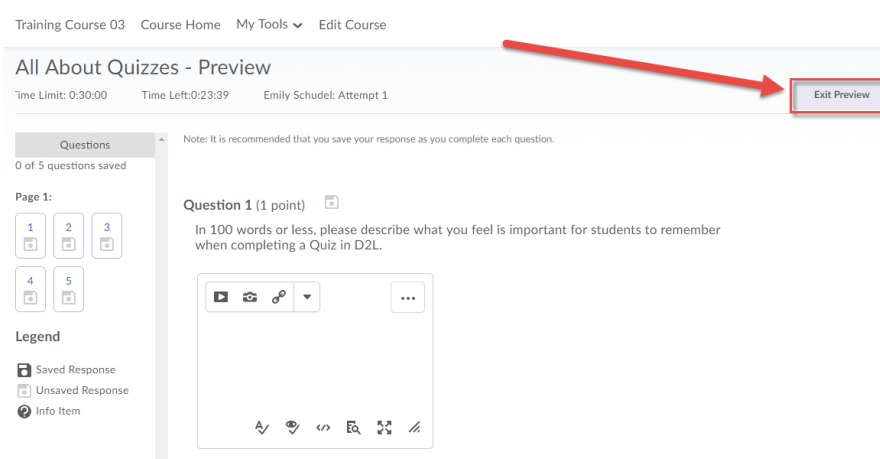
5. To copy the highlighted questions, click your right mouse button and select **Copy** (or hold down the **Ctrl** key and press the **C** key).

6. Open WORD and paste your questions into a WORD document (right mouse → Paste, or Ctrl-V).

7. When you are finished, go back to D2L and click **Exit Preview** to return to the main Quizzes area**.**

Things to Remember

The above steps work best in Firefox. Note that in Chrome, you can **Copy** your quiz questions using the right mouse button, but you have to highlight the questions in the quiz you wish to copy first (i.e., **Select All** is not an option in Chrome).