



## Creating Quiz Reports – D2L Tutorial

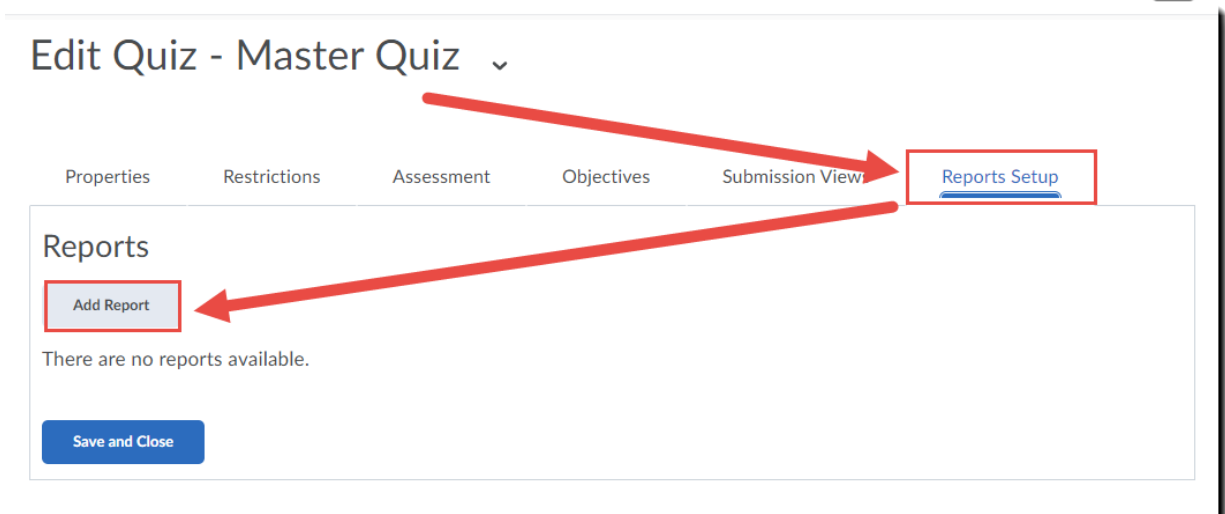
This tutorial is for faculty who have previous experience using the Quizzes tool in D2L. For further information or assistance, go to our [Team Dynamix Support portal](#) and click the appropriate Category to submit a ticket.

### Scenario

This tutorial will discuss how to create Reports for a quiz, and how Reports differ from Statistics. Use **Reports** to view specific information about a Quiz, for example, Question Statistics, and Question and Attempt Details, User Statistics, and User Attempts.

### Preamble

1. Go to the **Quizzes** tool in your course and create a New Quiz or **Edit** an existing one.
2. Click the **Reports Setup** tab, then click **Add Report**.



3. Give your Report a **Name**.

## Edit Report - Question Statistics Report

Report Name \*

Question Statistics Report

Report Type

- Question Statistics
- Display class average ?
- Display score distribution ?
- Include bonus questions ?
- Show Out Of value ?
- Display Standard Deviation ?
- Display Point Biserial ?
- Display Discrimination Index ?

Question Details

Display difficulty for each question ?



4. You can then generate a report for one of **Question Statistics**, **Question Details**, **User Statistics**, **Attempt Details**, or **User Attempts**. If you want reports for more than one of these options, you will need to generate multiple reports, one for each. Now I will show you the Reports setup displays along with their final display for a quiz.

**Question Statistics** displays overall question information like class average, score distribution and standard deviation.

Report Type

Question Statistics

Display class average ?

Display score distribution ?

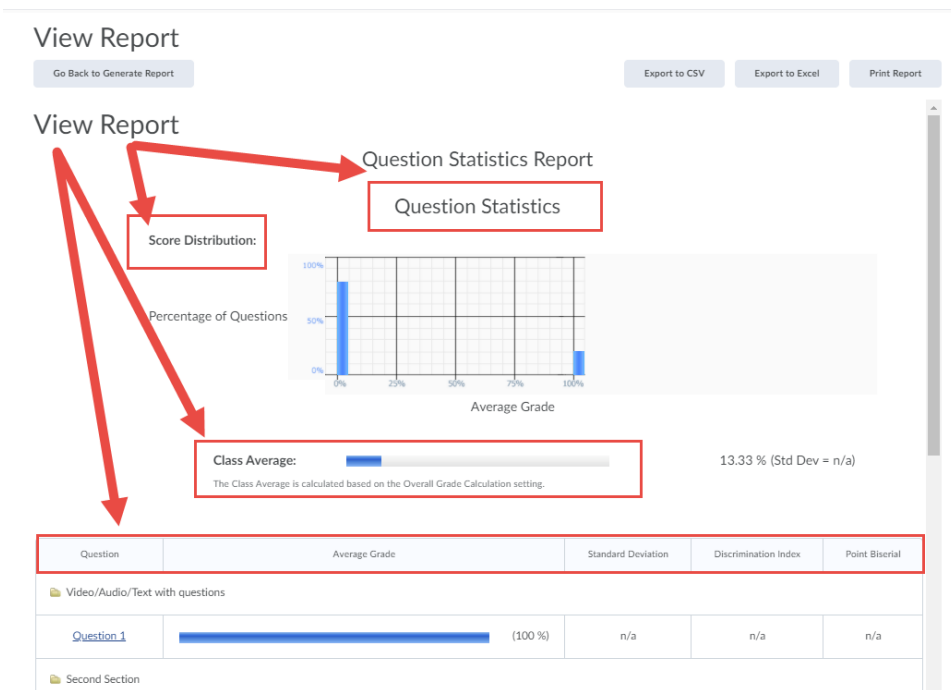
Include bonus questions ?

Show Out Of value ?

Display Standard Deviation ?

Display Point Biserial ?

Display Discrimination Index ?



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## Question Details displays responses ...

Question Details

Display difficulty for each question ?

Include text responses ?

Include bonus questions ?

Display private comments from sections ?

Display Standard Deviation ?

Display Point Biserial ?

Display Discrimination Index ?

### View Report

Go Back Generate Report

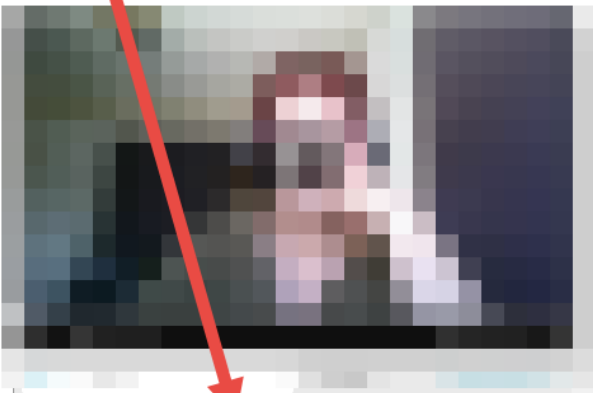
Export to CSV Export to Excel Print Report

## Question Details Report

(Number of First Attempts: 2)

**Video/Audio Text with questions**

Watch this video and answer the questions:



**Question 1** Difficulty: 1

This is an amazing video

→ True 1 (100%)

False 0 (0%)

Average Grade: 1 / 1 (100 %)

Standard Deviation: n/a

Point Biserial: n/a

Discrimination Index: n/a

Average Grade: 1 / 1 (100 %)

Second Section



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**User Statistics** displays class average, score distribution and user ID with average grade for each student.

**Users Statistics**

Display class average ?

Display score distribution ?

Display Org Defined ID ?

### View Report

[Back to Generate Report](#) [Export to CSV](#) [Export to Excel](#) [Print Report](#)

## User Statistics Report

### User Statistics

**Score Distribution:**

Percentage of Users

Average Grade

**Class Average:**  13.33 % (Std Dev = n/a)  
The Class Average is calculated based on the Overall Grade Calculation setting.

Search For...  [Show Search Options](#)

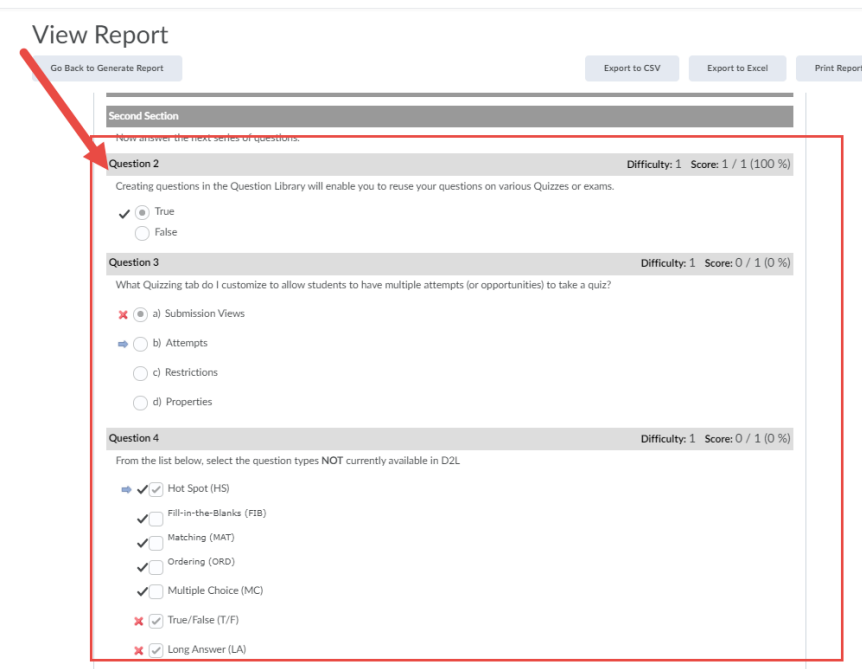
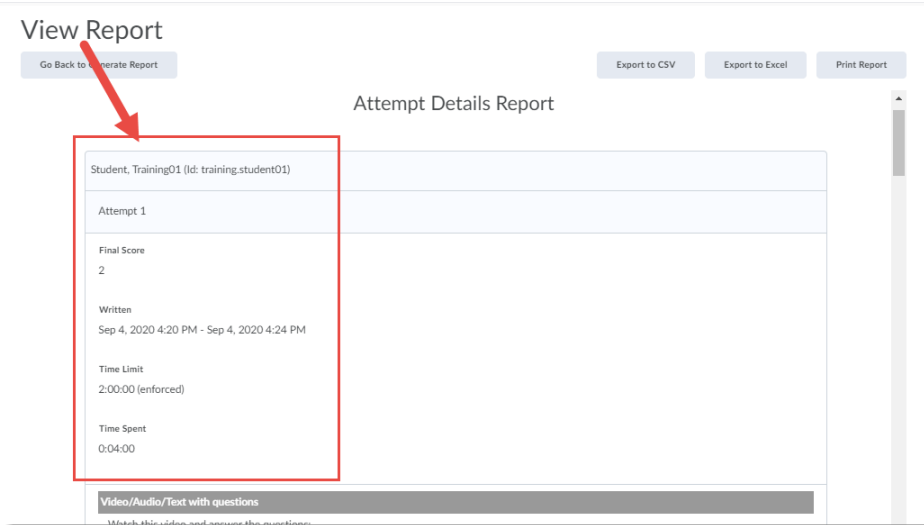
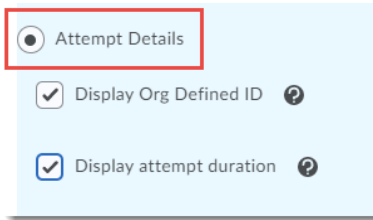
Last Name ▲, First Name, Org Defined ID	Average Grade
Student, Training01 (Id: training.student01)	<span style="display: inline-block; width: 20%; height: 10px; background-color: #0070c0;"></span> 20 %
Student, Training02 (Id: training.student02)	<span style="display: inline-block; width: 20%; height: 10px; background-color: #0070c0;"></span> 20 %

20 per page ▼



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**Attempt Details** displays user ID and attempt duration as well as complete information on how each student answered the questions.



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**User Attempts** displays user ID, as well as the number of attempts for each students, and start and end dates/times, scores, and percentage..

User Attempts

Display Org Defined ID 


### View Report

[Go Back to Generate Report](#) [Export to CSV](#) [Export to Excel](#) [Print Report](#)

### View Report

#### User Attempts Report

Attempt	Started	Completed	Score	%
Student, Training01 (Id: training.student01)				
1	Sep 4, 2020 4:20 PM	Sep 4, 2020 4:24 PM	2 / 10	(20 %)
2	Oct 1, 2020 2:04 PM	Nov 3, 2020 1:06 PM	1 / 10	(10 %)
Student, Training02 (Id: training.student02)				
1	Jan 23, 2020 3:38 PM	Jan 23, 2020 3:38 PM	2 / 10	(20 %)

20 per page 



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5. For whichever Report you decide to create, make your selections, then scroll down and select if you would like to release the report immediately, or at another day/time, and under **Release Report To**, select Instructor to ensure that you, as the instructor, will be able to view the Report. Click **Save**.

The screenshot shows a web form for releasing a report. At the top, there is a 'Release' section with a red box around it. It contains three radio buttons: 'immediately' (selected), '1/8/2021', and '1:39 PM'. A red arrow points to the 'immediately' radio button. Below these are two input fields for date and time, and a 'Now' button. The location 'Canada - Vancouver' is displayed below. Below this is the 'Release Report To' section, which is a table of roles. A red box highlights the 'Instructor' row, and a red arrow points to its checkbox. At the bottom, there are 'Save' and 'Cancel' buttons.

Release	
<input checked="" type="radio"/>	immediately
<input type="radio"/>	1/8/2021
<input type="radio"/>	1:39 PM
<input type="button" value="Now"/>	
Canada - Vancouver	

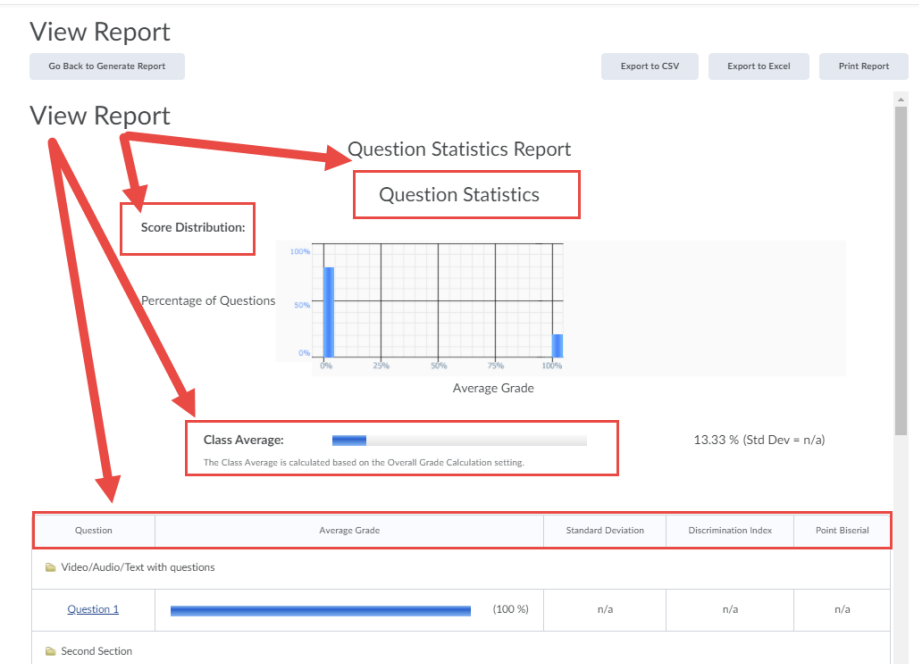
### Release Report To

<input type="checkbox"/>	Role
<input type="checkbox"/>	Student
<input type="checkbox"/>	Student - EXTENSION
<input checked="" type="checkbox"/>	Instructor
<input type="checkbox"/>	Admin
<input type="checkbox"/>	Guest Instructor
<input type="checkbox"/>	Helpdesk
<input type="checkbox"/>	IA (no grade)
<input type="checkbox"/>	Program Manager

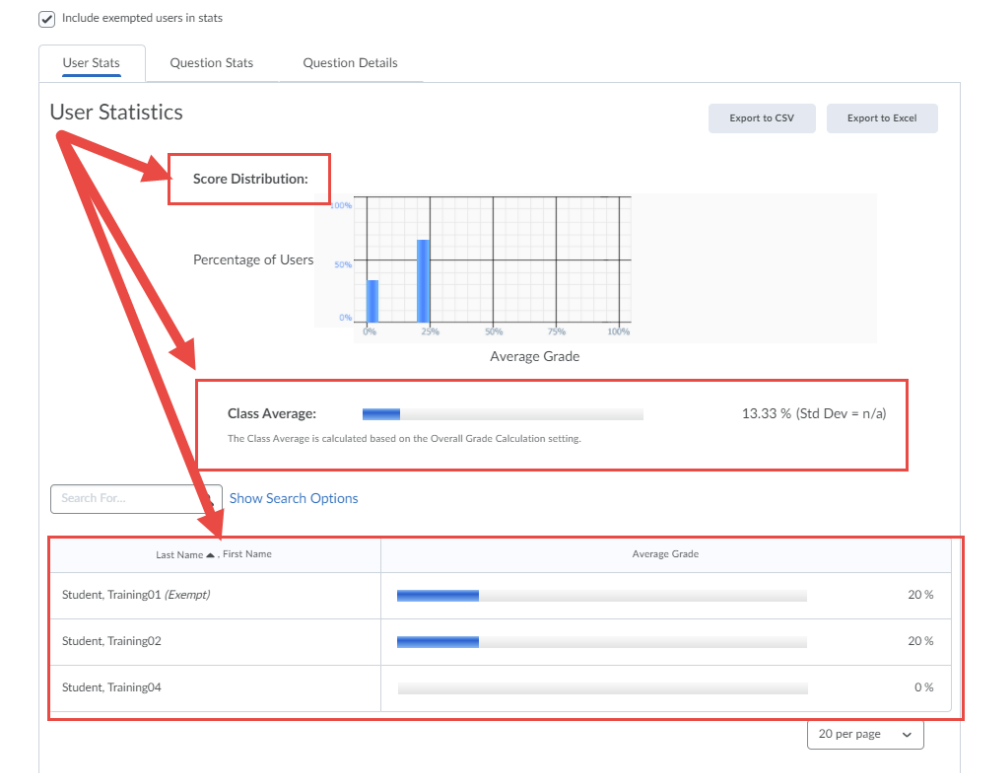




Some of the **Reports** data is also available in the **Statistics** (which are generated automatically) for a Quiz. Here is a **Question Statistics Report** and the **User Statistics** for the same quiz:



## View Statistics - Master Quiz



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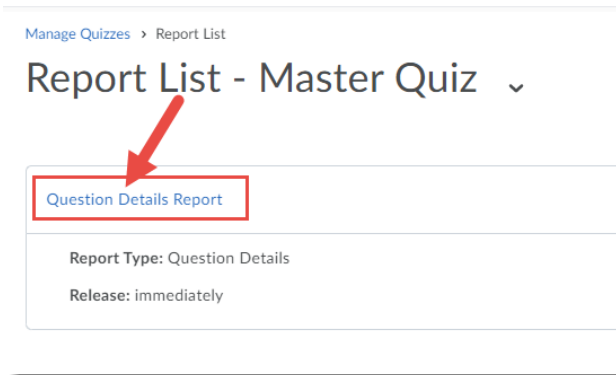
6. To view reports, click the down arrow next to a quiz and select **Reports**.

The screenshot shows a web interface for managing quizzes. At the top, there are navigation tabs: 'Manage Quizzes' (active), 'Question Library', 'Statistics', and 'LockDown Browser'. Below these are three buttons: 'New Quiz', 'Edit Categories', and 'More Actions' with a dropdown arrow. A 'Bulk Edit' link is also visible. The main area is a table of quizzes. The second row is highlighted, showing a quiz titled 'Master Quiz' with a dropdown arrow next to it. A red arrow points to this dropdown arrow, and another red arrow points to the 'Reports' option in the dropdown menu. The dropdown menu includes options: Edit, Make Visible to Users, Preview, Delete, Grade, Reports (highlighted), Statistics, Manage Exemptions, and Attempt Logs. Other quizzes listed include 'All About Qu...', 'Quiz 1', 'Written Resp...', 'Module 1 Qu...', 'Academic Int...', and 'Synchronous'.

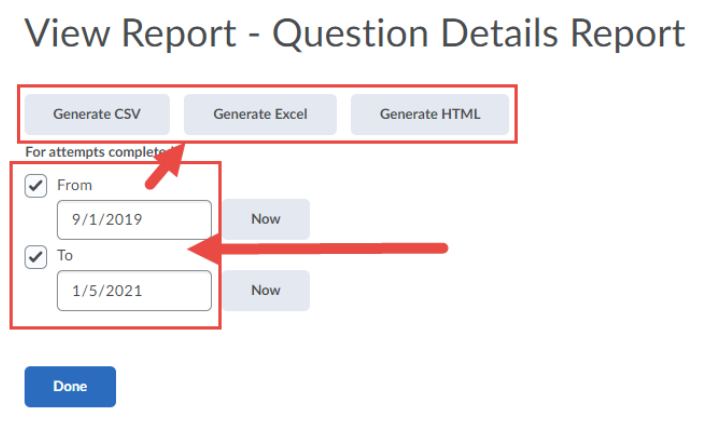


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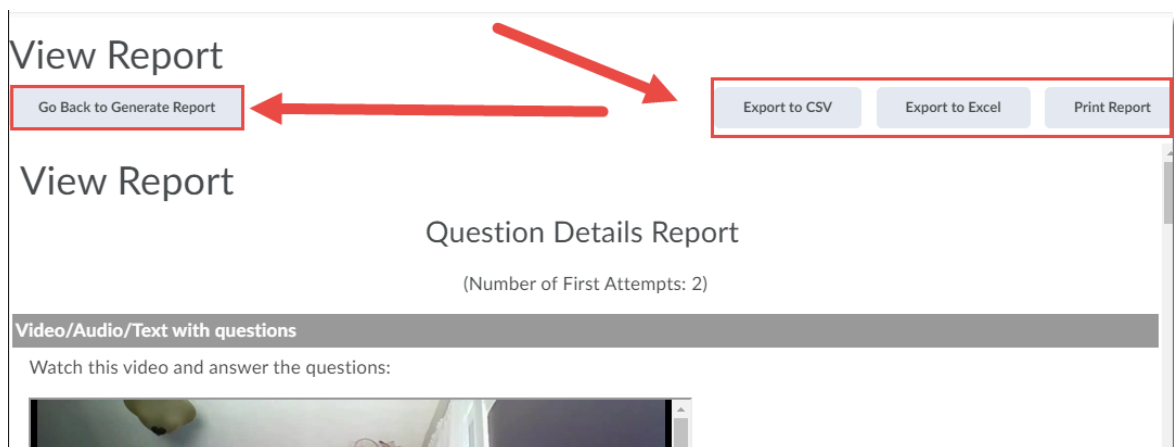
7. Click on the title of the Report you wish to review.



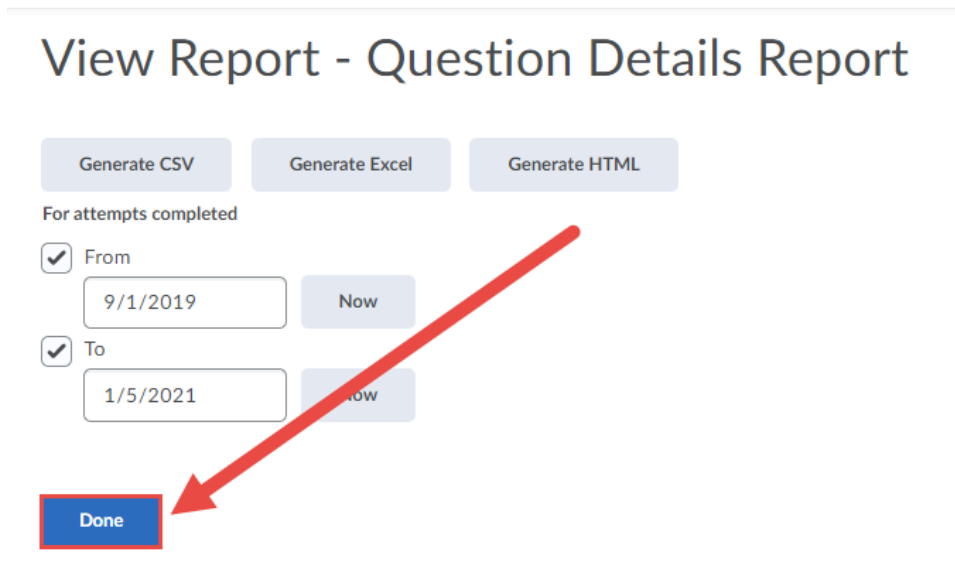
8. Select the date range for which you wish to view Report details, then click either **Generate CSV**, **Generate Excel**, or **Generate HTML**, depending on the Report format you require (CSV and Excel will generate a download, while HTML can be viewed from within D2L).



9. If you view the HTML, you can **Export** or **Print** the Report, and then click **Go Back to Generate Report** to return to the Reports area.



10. Click **Done**.



View Report - Question Details Report

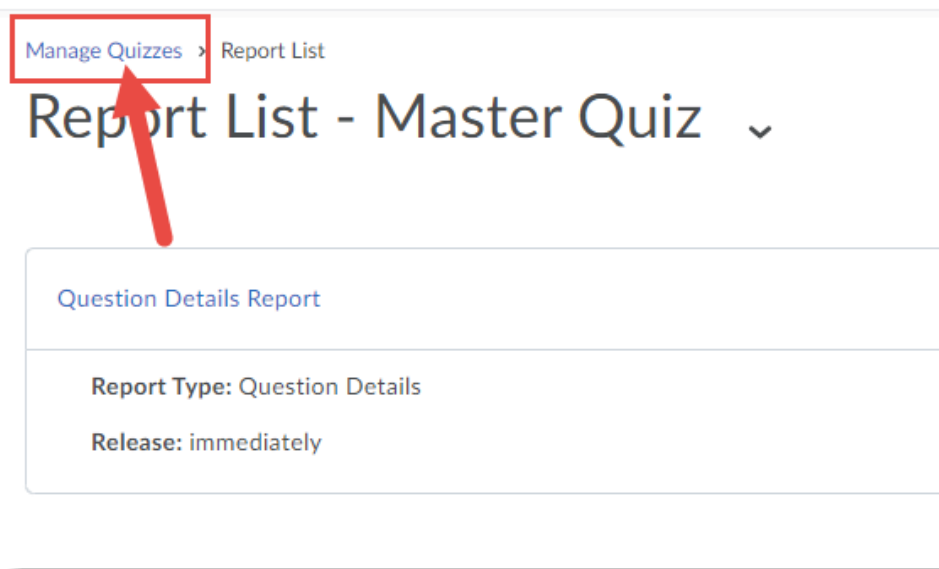
Generate CSV   Generate Excel   Generate HTML

For attempts completed

From

To

11. Click **Manage Quizzes** in the bread crumb links to return to the main **Quizzes** area.



Manage Quizzes > Report List

## Report List - Master Quiz ▾

Question Details Report

Report Type: Question Details

Release: immediately

## Things to Remember

Take a look at a Quiz's **Statistics** before creating a Report as you may not need to generate a Report. Reports are useful, however, if you would like to share a Report with another user in your course, for example a student (using the **Release Report To** function).

See the tutorial *Viewing Quiz Statistics* to find out more about the information contained in the Statistics.



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