



Releasing Quiz Marks to Attempts – 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.

Scenarios

This tutorial will cover the steps involved when you wish to send quiz marks to the gradebook AFTER a quiz has closed and that you have either not linked the quiz to a Grade Item, **or** that you have not enabled **Auto Export to Grades** in the **Assessment** tab.

Scenario 1: Set a Quiz to Release Marks to Attempts Immediately

1. Go to the **Quizzes** tool in your course.
2. Click the arrow next to the title of the quiz you want to release marks for, and select **Edit**.

<input type="checkbox"/>	Current Quizzes	Published
<input type="checkbox"/>	All About Quizzes Availability: always available	-
<input type="checkbox"/>	Master Quiz Availability: always available	-



3. In the **Assessment** tab, click on the select box for **Automatic Grade**.

Training Course 03 Course Home My Tools ▾ Edit Course

Edit Quiz - All About Quizzes ▾

Properties Restrictions **Assessment** Objectives Submission Views Reports Setup

Assessment

Automatic Grade

Allow attempt to be set as graded immediately upon completion ⓘ

Grade Item

None ▾ [add grade item] ⓘ

Auto Export to Grades

Allow automatic export to grades ⓘ

Student View Preview

5 / 5 ▾

Rubrics

Save and Close Save Cancel

4. In the Submission Views tab, click the **Default View** link.

Training Course 03 Course Home My Tools ▾ Edit Course

Edit Quiz - All About Quizzes ▾

Properties Restrictions Assessment Objectives **Submission Views** Reports Setup

Default View

The following is the submission view that will be released to users

Default View

Date: immediately

Show Questions? No

Statistics: none

Additional Views

Add Additional View



5. Scroll down, make sure the **Score** checkbox is selected, and click **Save**.

VIEW DETAILS

Show Questions?

- Yes
- Show questions answered incorrectly ?
- Show questions answered correctly ?
- Show all questions without user responses ?
- Show all questions with user responses ?
- Show question answers ?
- Show question score and out of score
- No ?

Score

- Show attempt score and overall attempt score ?

Statistics

- Show class average
- Show score distribution

Save Cancel

6. Click **Save and Close**.

Home > Courses > Course Home > My Tests > Edit Course

Edit Quiz - All About Quizzes

Properties Restrictions Assessment Objectives **Submission Views** Reports Setup

Default View

The following is the submission view that will be released to users

Default View

Date: immediately

Show Question? No

Statistics: none

Additional Views

Add Additional View

Grades and Feedback are Now Available!

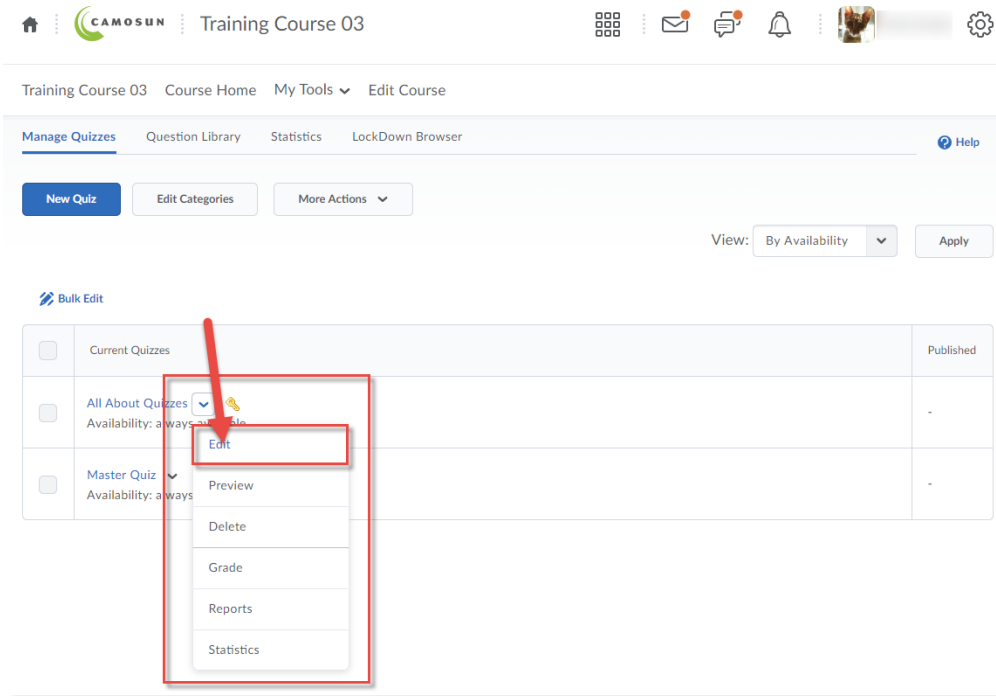
Save and Close 17, 2011 12:24 PM

Saved successfully

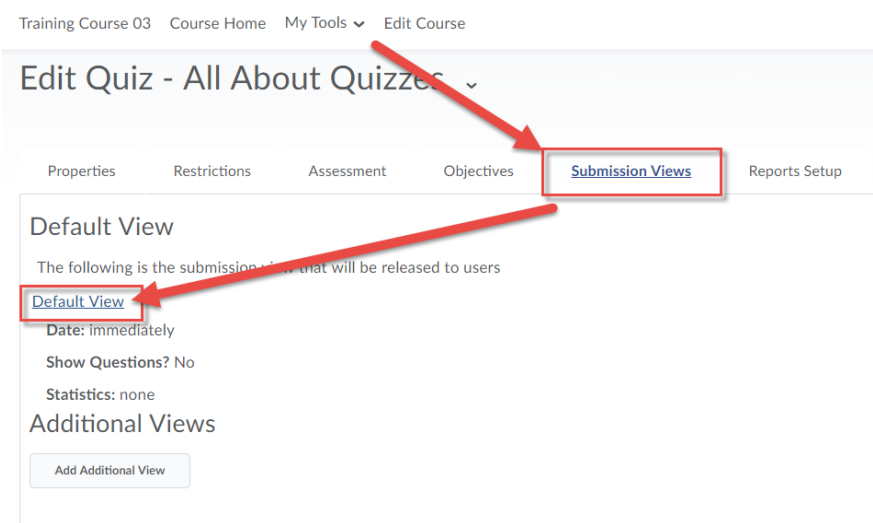


Scenario 2: Releasing Quiz Marks to attempts after the Quiz has Ended.

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 select **Edit**.



3. Then either set a second **Submission View** to open after all students have completed the quiz, or after the quiz closes by:
 - a. In the **Submission Views** tab, click the **Default Attempt** link.



- b. Scroll down, de-select the **Score** select box, and click **Save**.

VIEW DETAILS

Show Questions?

Yes

Show questions answered incorrectly ?

Show questions answered correctly ?

Show all questions without user responses ?

Show all questions with user responses ?

Show question answers ?

Show question score and out of score

No ?

Score

Show attempt score and overall attempt score ?

Statistics

Show class average

Show score distribution

Save Cancel

- c. Click **Add Additional View**.

Edit Quiz - All About Quizzes

Properties Restrictions Assessment Objectives **Submission Views** Reports Setup

Default View

The following is the submission view that will be released to users

Default View

Date: immediately

Show Questions? No

Statistics: none

Additional Views

Add Additional View



- d. Set the parameters for the additional submission view, including the date you wish students to see this submission view, and select the **Score** select box. Click **Save**.

View Details

Show Questions?

Yes

Show questions answered incorrectly ?

Show questions answered correctly ?

Show all questions without user responses ?

Show all questions with user responses ?

Show question answers ?

Show question score and out of score

No ?

Scores

Show attempt score and overall attempt score ?

Statistics

Show class average

Show score distribution

- e. Click **Save and Close**.

Edit Quiz - All About Quizzes ▾

Properties Restrictions Assessment Objectives **Submission Views** Reports Setup

Default View

The following is the submission view that will be released to users

Default View

Date: immediate

Show Question? No

Statistics: none

Additional Views

Grades and Feedback are Now Available!

17, 2011 12:24 PM



4. OR Publish the attempt marks manually after students have completed the quiz by:
- Click the arrow next to the title of the quiz you want to print, and select **Edit**.

Training Course 03 Course Home My Tools Edit Course

Manage Quizzes Question Library Statistics LockDown Browser Help

New Quiz Edit Categories More Actions

View: By Availability Apply

Bulk Edit

<input type="checkbox"/>	Current Quizzes	Published
<input type="checkbox"/>	All About Quizzes Availability: always available	-
<input type="checkbox"/>	Master Quiz Availability: always available	-

- Click the **Assessment** tab. Select **Auto Export to Grades**, and click **Save and Close**.

Training Course 03 Course Home My Tools Edit Course

Edit Quiz - All About Quizzes

Properties Restrictions **Assessment** Objectives Submission Views Reports Setup

Assessment

Automatic Grade

Allow attempt to be set as graded immediately upon completion

Grade Item

Quiz 1 [add grade item]

Auto Export to Grades

Allow automatic export to grades

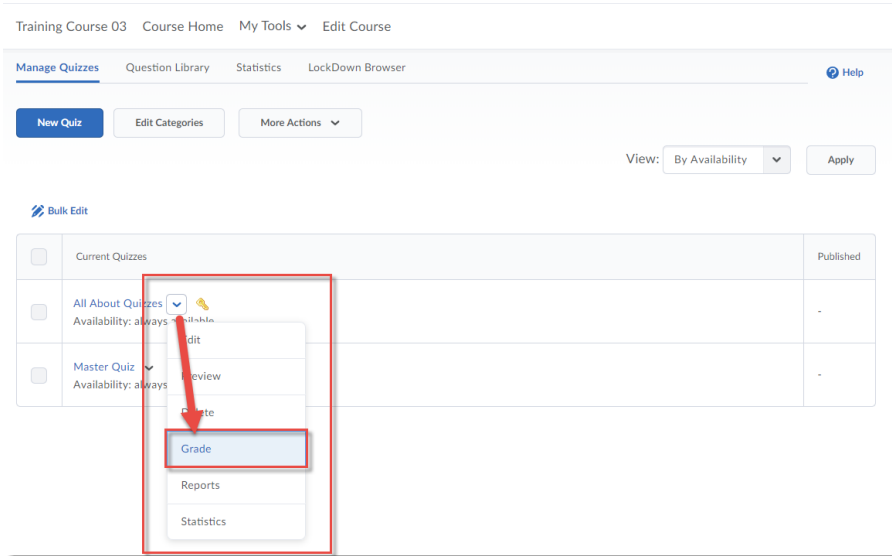
Student View Preview

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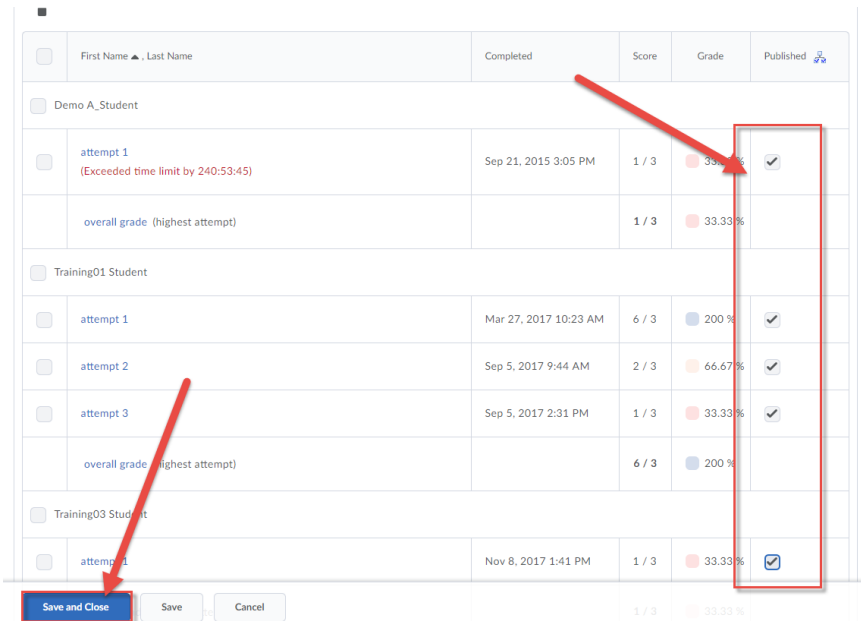
Save and Close Save Cancel



- c. Click the arrow next to the title of the quiz you want to print, and select **Grade**.



- d. Scroll down, then click the select box(es) (for the students you want to publish marks for) under **Published** in the Grade Quiz table. Click **Save and Close**.



Things to Remember

It is important to make sure you do not automatically publish marks for a quiz that has **Written Response** questions in it, as those are NOT graded by D2L – you need to go in and grade those yourself before releasing the quiz grade.



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