

Quizzing using Google Forms

Students use their phones or other smart device to answer questions and automatic summaries are projected so that you can see frequently missed questions, average scores, and so on. It even grades individual responses for you. Here are instructions (compliments of Dr. Cherry):

Steps for Creating a Basic Quiz in Google Forms:

1. Google "Google Forms." Log in with your Google account info, or create an account to access Google Forms.
2. Under "Start a new form," choose "Blank."
3. Click the settings wheel in the upper right corner.
4. The third tab says "Quizzes." Click "Quizzes," then choose the setting "Make this a quiz."
5. Under the "General" tab, choose "Collect e-mail addresses," so that you will know which student submitted each response. You may read through the other settings and choose each setting according to your preference.
6. You can click on any area of the form and begin typing to create questions, title the quiz, insert pictures, video, etc.
7. To the right of each question, you can choose the type of question you want to ask from the drop-down menu, and the question will change format automatically.
8. The Answer Key at the bottom of each question allows you to input the correct answer and assign point values for each question so that each response is graded automatically.

When you are ready to "send" the quiz to your class, click "SEND" in the upper right-hand corner. I prefer choosing the link icon and copying/pasting the link in Moodle so that students can just click on the hyperlink in Moodle without typing in the address. You can also send by e-mail, but you would need to create a contact group for your class in order for that to be efficient.

To See Summary of Responses and Quiz Grades after Students take the Quiz:

1. Log in to your Google account, and go to Google Forms.
2. Click on your quiz. At the top, there is a tab for "Questions" and a tab for "Responses." Click on "Responses."
3. You can click through the bar graph summary reports, see the list of responses and total points received, and see each individual's responses.
4. If you click the green spreadsheet icon, a spreadsheet is automatically generated that summarizes the data. You can easily copy the results to your gradebook from there.

YouTube Video (WITH MUCH MORE DETAIL): <https://youtu.be/ct8cEB4yQ4M>