

Designing effective quizzes

You can develop learning assessments by using the built-in quiz feature in Adobe Presenter. Quizzes are effective tools for checking student comprehension and providing immediate feedback to learners in your Adobe Presentation.

You can use Adobe Presenter to create quizzes for self-paced learning presentations or online classes in an Adobe Acrobat Connect Pro meeting room. When a learner accesses quizzes by using Connect Pro, results are stored in Connect Pro Central. Connect Pro administrators can generate reports to see who has completed the quiz, which questions students answered correctly, their scores, and whether or not they passed. You can use reports showing quiz scores to assess learning and performance and to evaluate the success of courses administered through Connect Pro.

Adobe Presenter quizzes can include multiple-choice, multiple-answer, and true/false questions. Multiple-choice questions provide up to eight possible answers, but only one is correct. Multiple-answer questions provide up to eight possible answers, and learners can select all answers that correctly match a statement or answer a question.

Tips for designing effective quizzes and assessments

Use the following tips for designing effective quizzes and assessments.

- Certain question types, such as true/false, work well for assessing lower-order outcomes (knowledge or comprehension goals). Multiple-choice questions are better for assessing higher-order outcomes (analysis, synthesis, or evaluation goals).
- Test items are often weighted by difficulty. You may wish to assign low scores to items that assess lower-order skills and high scores to items that assess higher-order skills. With Adobe Presenter quizzes, you can assign different scores to different questions.
- Consider using the Adobe Presenter Quiz Manager to write custom feedback messages. These can be used to accurately communicate with students and provide instant feedback for right and wrong answer choices.
- Consider adding custom audio feedback based on how users answer questions. You can specify different audio for correct and incorrect answers.
- Always create questions in the Quiz Manager. For example, while in PowerPoint, do not copy a quiz slide in the left pane and paste to create a “new” quiz slide. This results in two slides with the same interaction ID, which is not supported by learning management systems.
- If you make a change in a question by editing the slide contents, open the Quiz Manager once before publishing the presentation. For quiz validation and updating, the Quiz Manager must be opened.
- Change the text formatting of quiz questions after generating the entire quiz. For example, you can create and generate the quiz and then use the PowerPoint Format menu to change the font size. If you format question text before opening the Quiz Manager, the formatting may be lost, because the Quiz Manager usually renders the question again if there have been any changes.
- If you already have quizzes and questions in a presentation, you can import them into other presentations. When you import a quiz, you can select all or some of the questions and question groups contained in the quiz.

Each type of evaluation question has advantages and disadvantages. The following table lists the pros and cons of each question format.

| Question type | Pros | Cons |
|---|---|--|
| Multiple-choice, multiple-answer | <ul style="list-style-type: none"> • More answer options (2–8) reduce the chance that participants can correctly guess an answer. • Greatest flexibility in type of outcome assessed: knowledge goals, application goals, and analysis goals. | <ul style="list-style-type: none"> • Reading time is increased with more answers. • Reduces the number of questions you can present. • Can be difficult to write multiple reasonable choices. • Quiz takes more time to write. |
| True/false | <ul style="list-style-type: none"> • Can present many items quickly. • Easy to score. • Used to assess popular misconceptions or cause-effect reactions. | <ul style="list-style-type: none"> • Most difficult type of question to write objectively. • Ambiguous terms can confuse learners. • Few answer options (2) increase the chance of correctly guessing an answer. |

Refer to the following table for tips on designing multiple-choice, multiple-answer, and true/false questions.

| Tips for writing multiple-choice questions | Tips for writing true/false questions |
|---|---|
| <ul style="list-style-type: none"> • Avoid similar responses and responses that are interrelated. • Avoid making your correct response different from the other responses grammatically, in length, or otherwise. • Avoid using “none of the above.” When learners choose “none of the above,” you still do not know if they know the correct answer. • Avoid repeating words from the question in your responses. For example, if you use the word “process” in the question, using that same word in only one of the answers leads people to select that specific response. • Use plausible, realistic responses. • Create grammatically parallel items to avoid giving away the correct response. For example, if you have four responses, do not start three of them with verbs and one of them with a noun. • Always place the “term” in your question stem and the “definition” as one of the response options. • Avoid negatively stated items: “Which of the following is not available in the menu?” Learners can easily miss the negative word “not.” If you use negatives, bold-face the negative qualifier. | <ul style="list-style-type: none"> • Do not use definitive words—such as “only,” “none,” and “always”—that lead people to choose False or uncertain words—such as “might,” “can,” or “may”—that lead people to choose True. • Do not write negatively stated items; they are confusing to interpret. • People have a tendency to choose True, so design at least 60% of your T/F items to be False to further minimize guessing effects. • Use precise words (100, 20%, half) rather than vague ones (few, most, many). • Avoid making the true questions longer than the false questions. This can be a giveaway to correct answers. • Avoid ridiculous statements that are clearly false. |