

# Introduction to the Quiz Editor

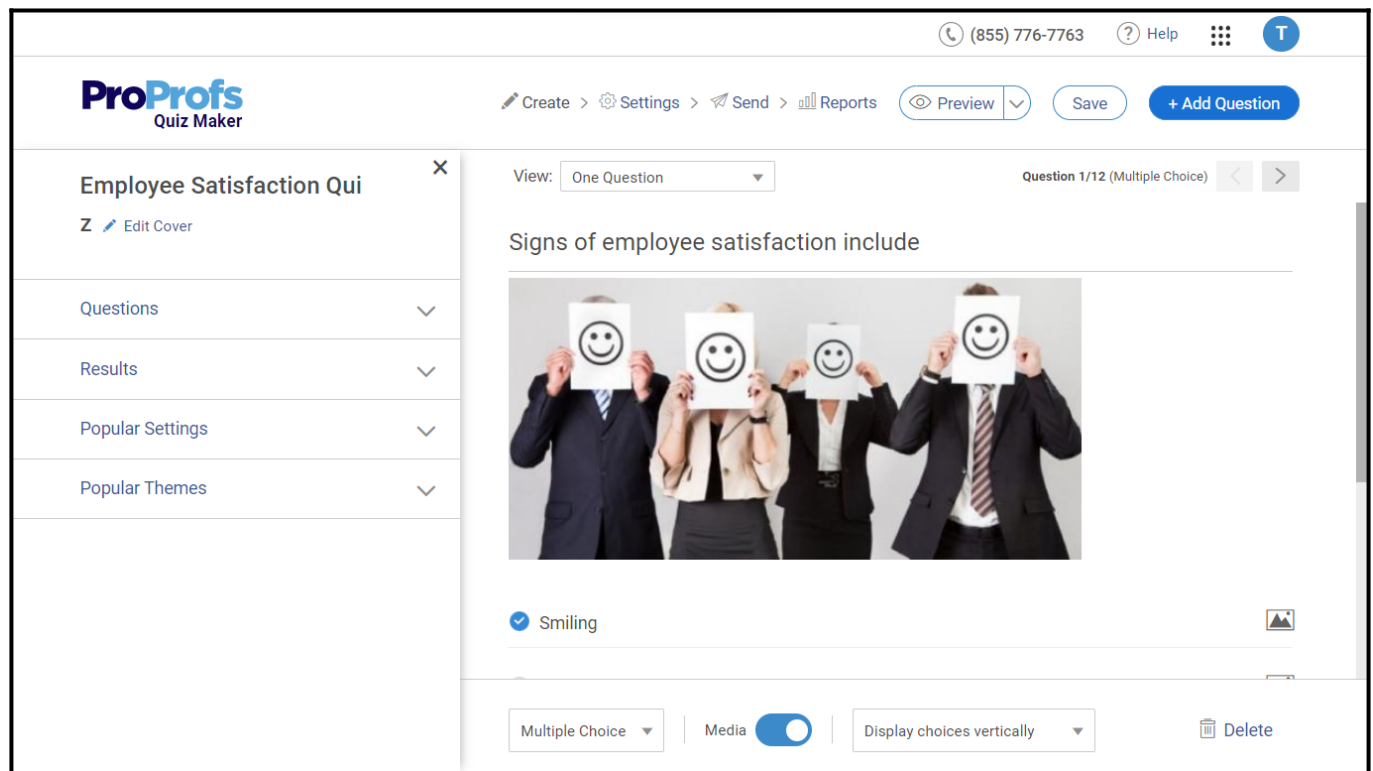
ProProfs Quiz Maker offers a **user-friendly quiz editor** that makes it **easy to edit** your scored quizzes. As part of ProProfs' comprehensive online quiz-making software, this tool has helped create **over 100,000 quizzes** and served more than **50 million quiz takers**.

But that's not all - ProProfs Quiz Maker also lets you **create engaging personality quizzes**. You can **enhance** your quizzes with **images** and **videos** and **personalize** them with custom colors, logos, and over 100 settings.

With a quiz editor, you can:

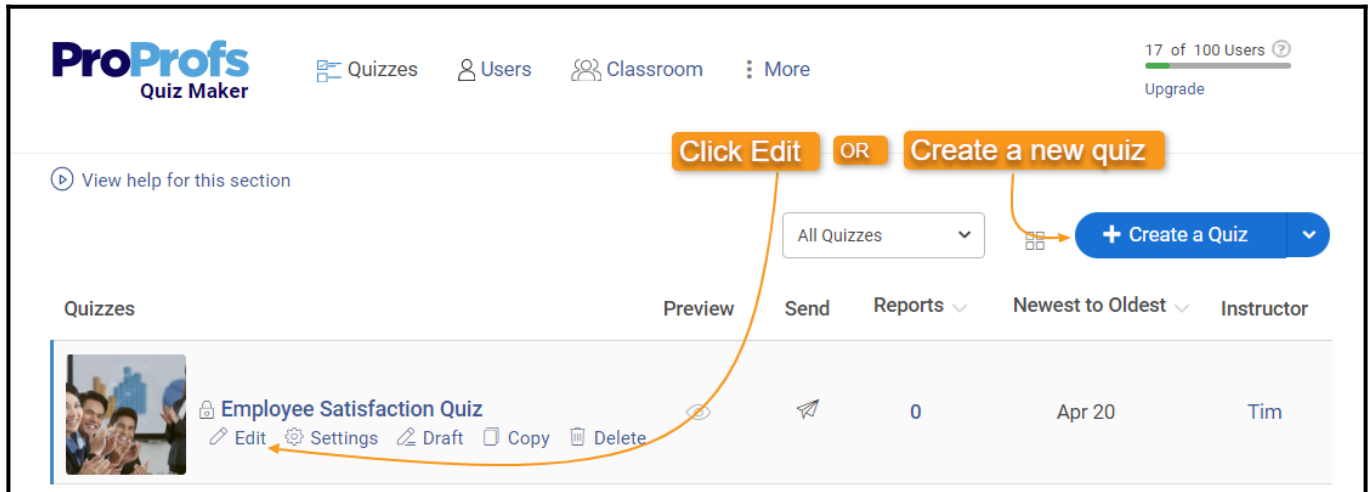
- [Create unique quizzes](#).
- Embed media in your quizzes.
- Customize the grading and feedback options.

**Here's a preview of the quiz editor:**



## Let's guide you through the quiz editor in ProProfs Quiz Maker:

On your dashboard, create a new quiz or open an existing one to edit. This will take you to the editor.

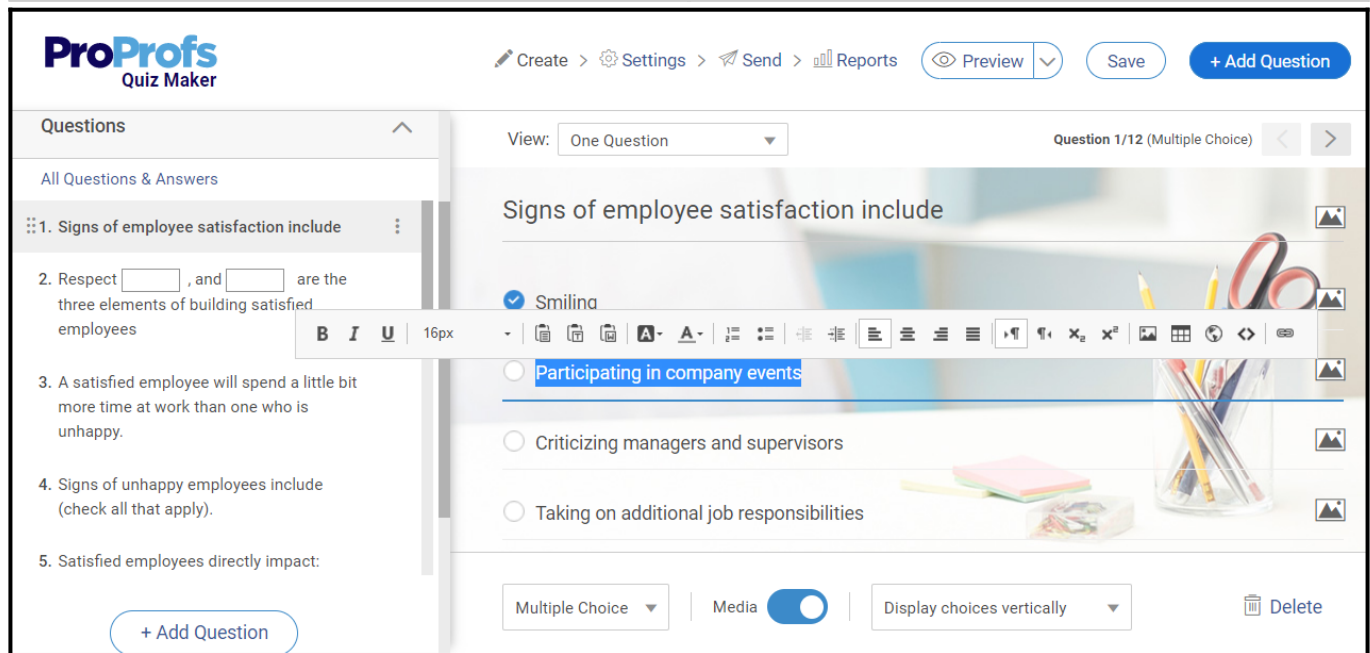


**Note:** Click "**Copy**" to copy the quiz and create a similar quiz template.

## Quiz Editor Overview

The quiz editor allows you multiple editing options listed below:

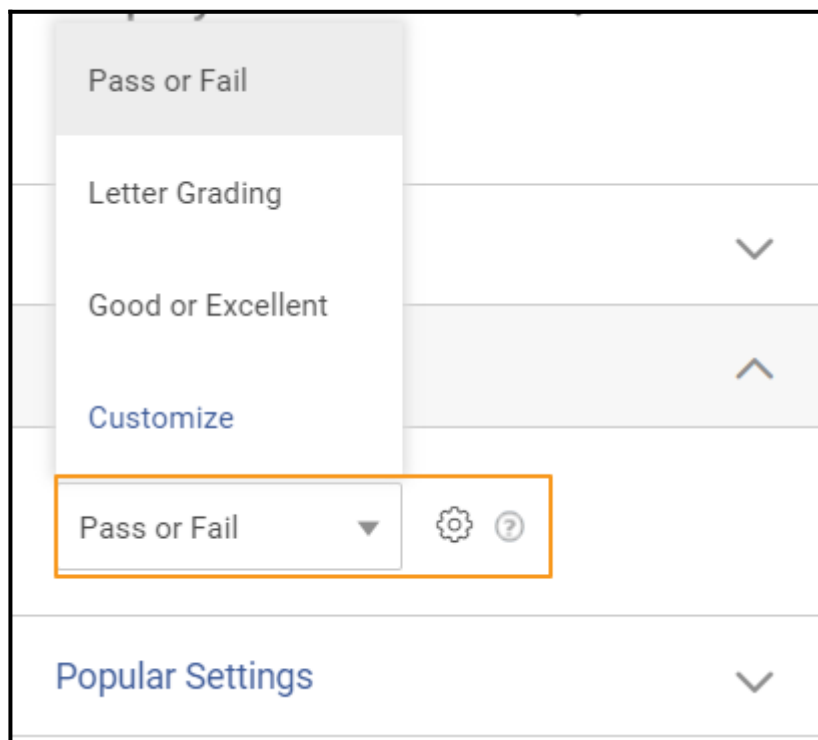
- Add different question types.
- Change question presentation.
- Drag and drop to reorder the questions.
- Edit the quiz title, image, and description.
- Add notes, documents & presentations.
- Add videos & images.
- Bulk import questions.



You can use the above functionalities to easily create engaging quizzes tailored to your requirements.

## Modifying Results

The ProProfs Quiz Maker editor offers quick access to three templates. You can select one of these options and set conditions for different results. For example, you could choose the "**Pass or Fail**" template from the drop-down menu and click the **gear icon** to set the minimum passing mark to 70%.



To further modify the results section, simply click **Customize**.

## Using Popular Settings

In the quiz editor, you can access general settings related to your quiz. This includes customizing

the scoring and order of questions, as well as choosing how you want to present questions to quiz takers.

Popular Settings

▶ View help for this section

Scoring:

Assign total points to the quiz ▼

100 ?

Order of Questions:

Do not shuffle questions ▼

Questions Per Page:

One

All  
(Classic)

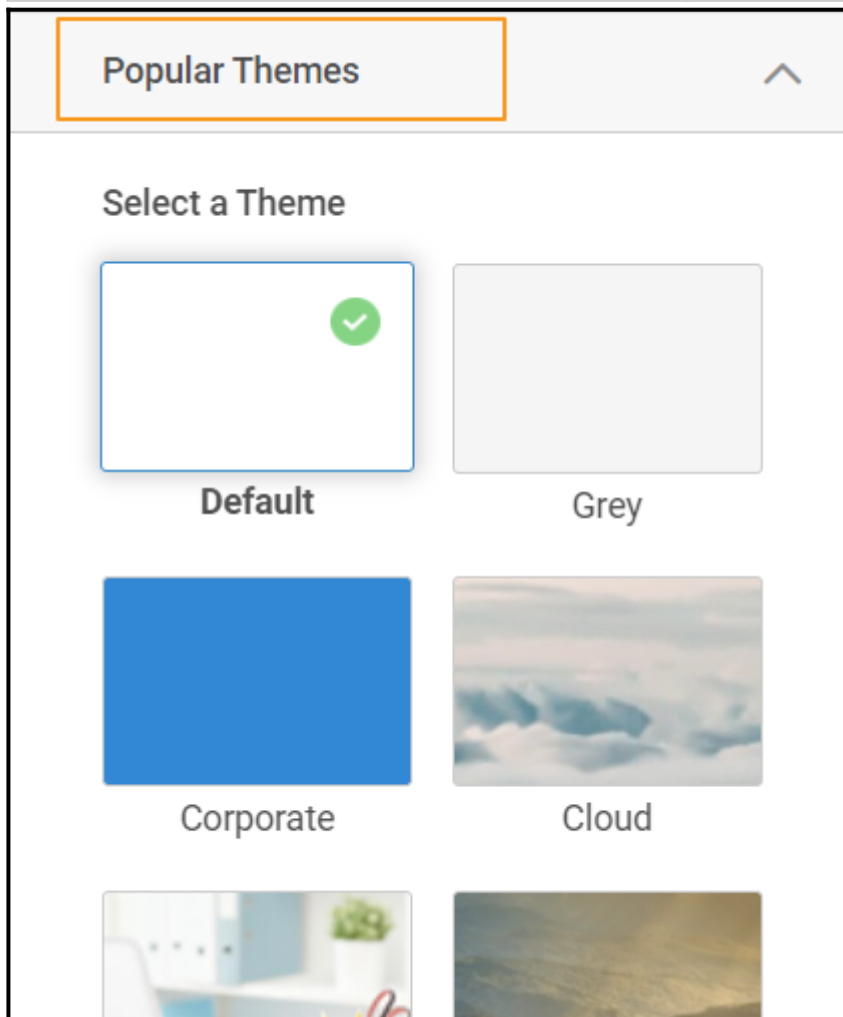
All  
(Modern)

⚙ All Settings

For even more control over your quiz settings, click **All Settings** to access every available option.

### Popular Themes

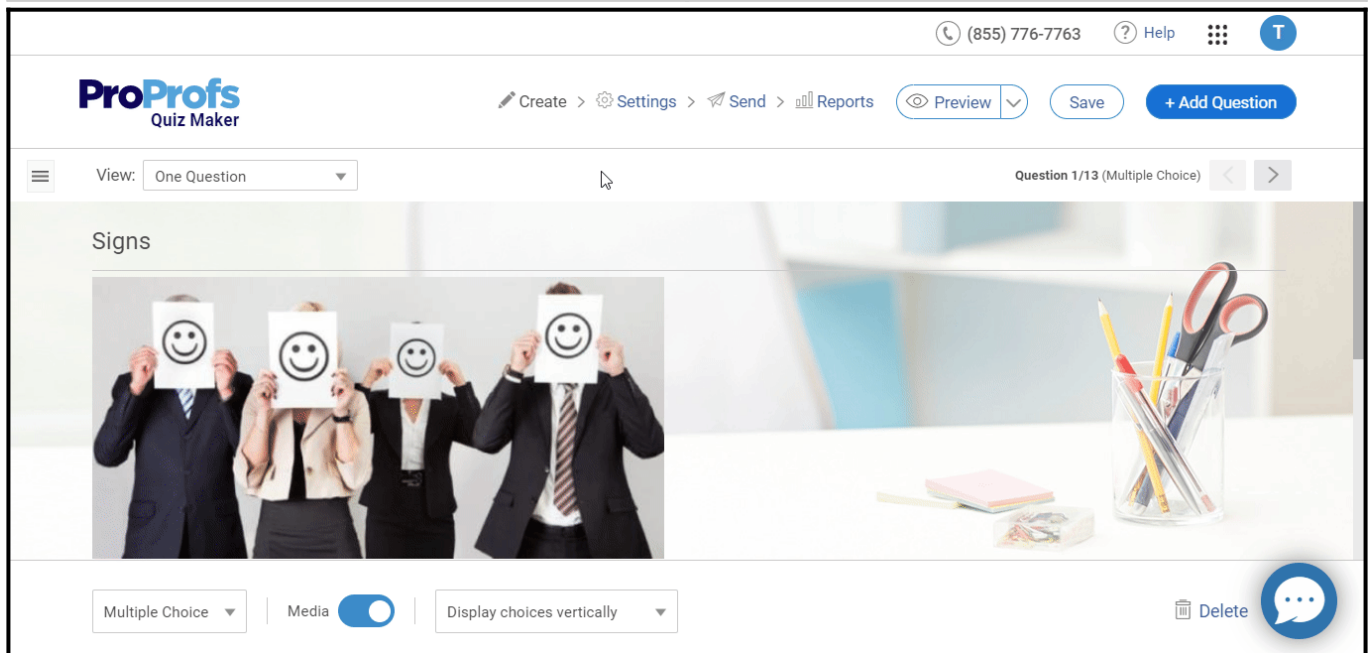
Customizing the appearance of your quiz is easy with ProProfs Quiz Maker. Simply choose a theme from our library to quickly change the look of your quiz.



If you want even more control over your quiz's appearance, you can click **Customize your theme** to modify individual elements.

### Editing the Question

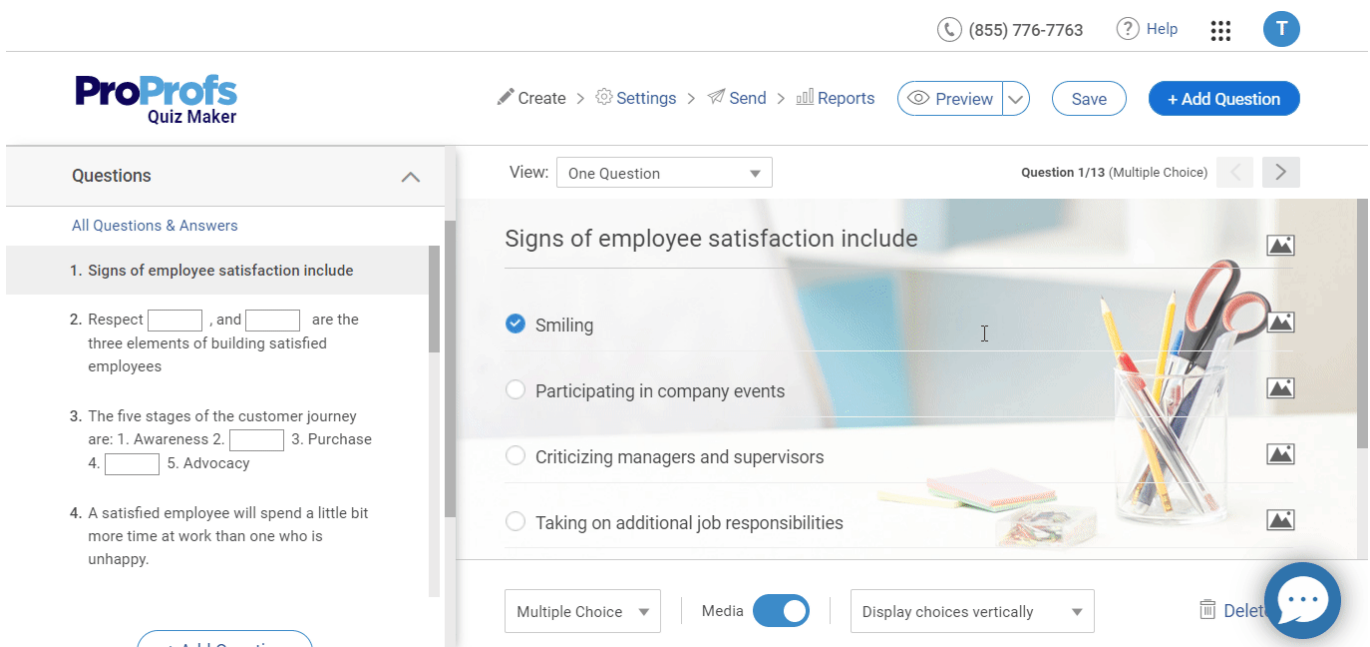
Adding or editing questions in the ProProfs Quiz Maker editor is incredibly easy. Simply click on the question field and start typing to add or edit a question. The same goes for answer options - just click and type to add or edit them.



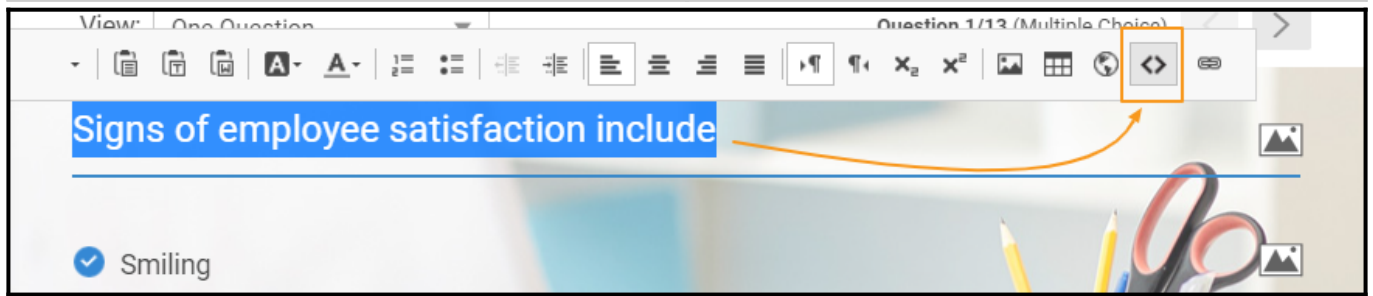
If you want to use a similar question type again in your quiz, it's easy to duplicate it. Simply click the **three vertical dots** (also known as the kebab menu icon) and select **Duplicate**. This will create a copy of the question that you can then edit as needed.

### Adding Media

The ProProfs Quiz Maker editor lets you easily add media to your quiz questions and answer options. You can create a more dynamic and interactive quiz experience for your users by including images, videos, and other media.



Alternatively, you can embed media in your question or answer. Simply click in the question or answer text editor and click on the '<>' button. Then paste the code for the media you want to embed and click **OK**.



**Learn more about adding images or /videos to a quiz [here](#).**

### Using Advanced Settings

A few advanced settings are available in the ProProfs Quiz Maker editor to further modify your quiz. These settings include:

- [Adding feedback](#) for quiz takers.
- [Adding tags](#) to group questions.
- [Using branching](#) to control question flow.
- Enabling/disabling "[Grading](#)."
- Making questions mandatory.
- Providing "[Image Only Answer](#)." *Note: You have to enable Media in the footer for this option.*
- Enabling comments for quiz takers.
- Display answer options in Multiple Choice, Checkbox, or in a Dropdown form. *Note: This will only be available for multiple-choice questions.*
- Display answer options in a horizontal or vertical format.
- Delete a question.

View: One Question ▼

Question 1/12 (Multiple Choice) < >

☐ Participating in company events

☐ Criticizing managers and supervisors

☐ Taking on additional job responsibilities


☐ Add Option

Advanced ▼

Multiple Choice ▼

Media ☒

Display choices vertically ▼

 Delete

*That is all about the quiz editor for a scored quiz.*

### Related Articles:

- [How to Create a Scored Quiz](#)
- [How to Create a Personality Quiz](#)
- [How to Bulk-Import Questions From Excel](#)