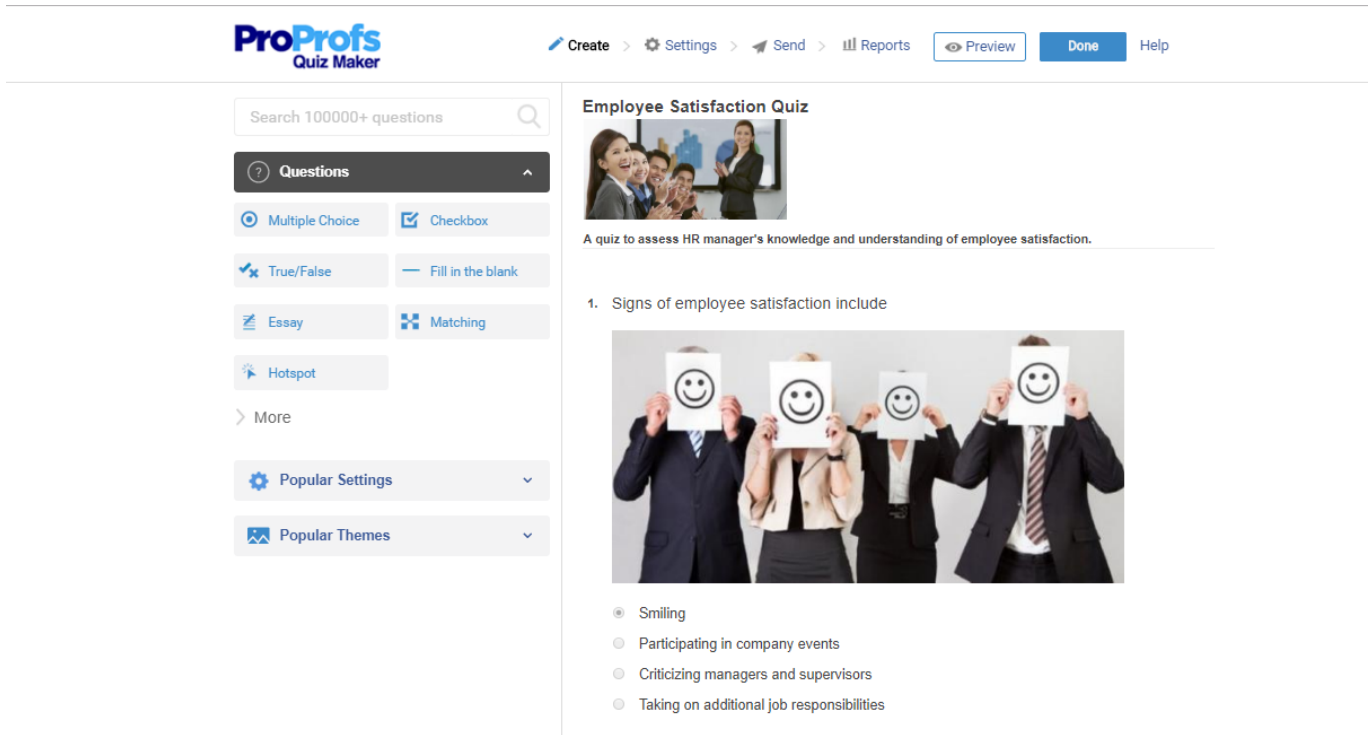
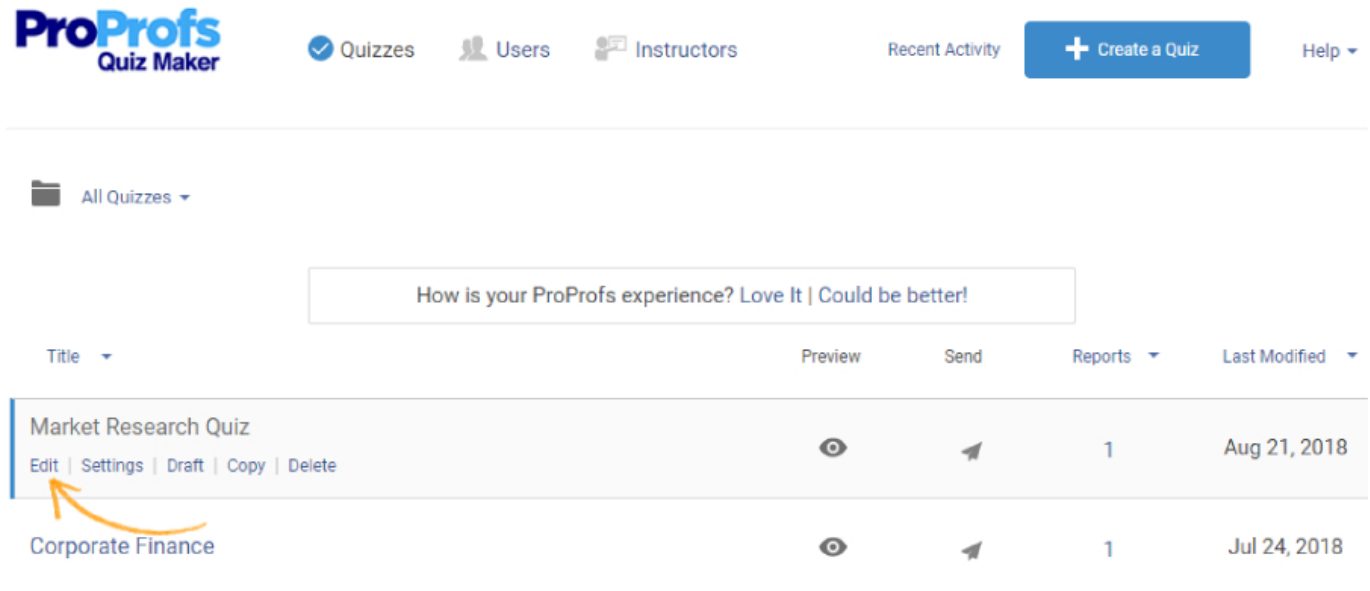


# Introduction to the Quiz Editor

Here's a preview of the quiz editor:



From your dashboard click "Edit" to open editor for any quiz.



Title	Preview	Send	Reports	Last Modified
Market Research Quiz Edit   Settings   Draft   Copy   Delete			1	Aug 21, 2018
Corporate Finance			1	Jul 24, 2018

Click "Copy" to copy the quiz and make a template for creating similar quizzes.

The editor allows you to view all questions on a scroll. You can simply drag and drop to reorder the questions, or click the title space to edit quiz title, image and description.

## Employee Satisfaction Quiz




A quiz to assess HR manager's knowledge and understanding of employee satisfaction.



### 1. Signs of employee satisfaction include







- Smiling
- Participating in company events
- Criticizing managers and supervisors
- Taking on additional job responsibilities



The tools section of the editor offers [multiple question](#) types, and options to add note, document & powerpoint, video & image, or to bulk import questions. You can use these simple tools to [create uniquely distinguished quizzes](#).


Search 100000+ questions 



 **Questions** 



 Multiple Choice  Checkbox


 True/False  Fill in the blank

 Essay  Matching


∨ More 

 Note  Document


 Audio/Video  Upload



 Comprehension



Other

 Import Questions


The "Popular Settings" section allows you to customize the scoring and order of the questions. You can also select a theme for your quiz from "Popular Themes."

Search 100000+ questions 


 Questions 

 Popular Settings 

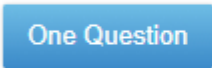
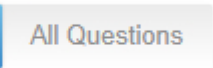
Scoring:



Assign total points to the quiz  100



Order of Questions:

Do not shuffle questions 

Questions Per Page:

One Question  All Questions 

 Reorder Questions  All Settings

 Popular Themes 

Click the "Edit" to edit any question and options set. You can also copy the question, drag the question, or preview the question.

3.

- Option 1
- Option 2
- Option 3
- Option 4

    Multiple Choice 

The question editor allows you to edit question and option text, add images to questions and options, and embed media. Click the 'code' button from toolbar to insert source code in question.



Question 3/4  
Multiple Choice

Preview

Save & Add New

Save



Upload Image

Empty text box for question content.

Select correct answer from multiple options. [Learn more](#)

+ Media

Option 1

+ Media

Option 2

+ Media

Option 3

+ Media

Option 4

Add New Option

You can add feedback for [quiz takers](#), add tags, mark questions compulsory, and uncheck the "Grading" option to mark questions 'do not grade' Under the advanced section of edit question.

Advanced ^

Feedback ⚙️

+ Style

Satisfied employees tend to exhibit generally positive and enthusiastic traits.

Tags ?

Use comma to separate tags

Required question ?

Grading ?

Multiple Choice ▾

Image On Off

Display choices vertically ▾

Delete

### Related Articles:

[How to Create a Scored Quiz](#)

[How to Create a Personality Quiz](#)

[How do I Bulk-Import Questions from Excel?](#)