

# How to Create an Online Scored Quiz

[ProProfs Quiz Maker](#) allows you to create scored quizzes with ease, either by starting from scratch or using pre-designed templates from our library. With access to over 100,000+ questions, you can quickly generate a quiz, customize it with your brand's colors and logos, and start assessing your learners or capturing leads. This help article will guide you step-by-step through the process of creating a scored quiz using ProProfs Quiz Maker.

Watch this quick **video guide** to learn more about scored quizzes:

Or **continue reading** to learn it step-by-step.

## Why Use a Scored Quiz?

- **Interactive Learning:** Scored quizzes make your training sessions more engaging, motivating participants to participate actively.
- **Accurate Assessments:** Measure learners' knowledge and skills accurately with a variety of question types and real-time grading.
- **Boost Lead Generation:** Capture qualified leads by embedding scored quizzes on your website to engage visitors and gather actionable data.

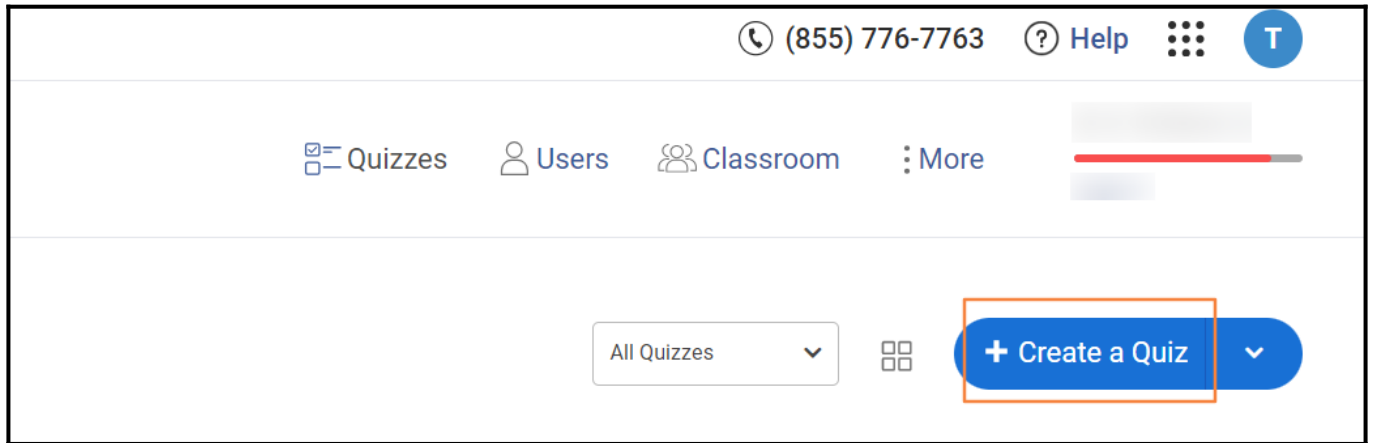
This article explains how to create a scored quiz. You can also [create personality quizzes](#).

The steps below show you how to use the ProProfs quiz editor to create a quiz, but the editor can also bulk-import questions from an Excel document.

## To Create a Scored Quiz Online

### Step 1: Access Your ProProfs Quiz Maker Account

- Log in to your ProProfs Quiz Maker account.
- On the dashboard, click the "+ **Create a Quiz**" button. This will take you to a new page where you can start building your quiz.



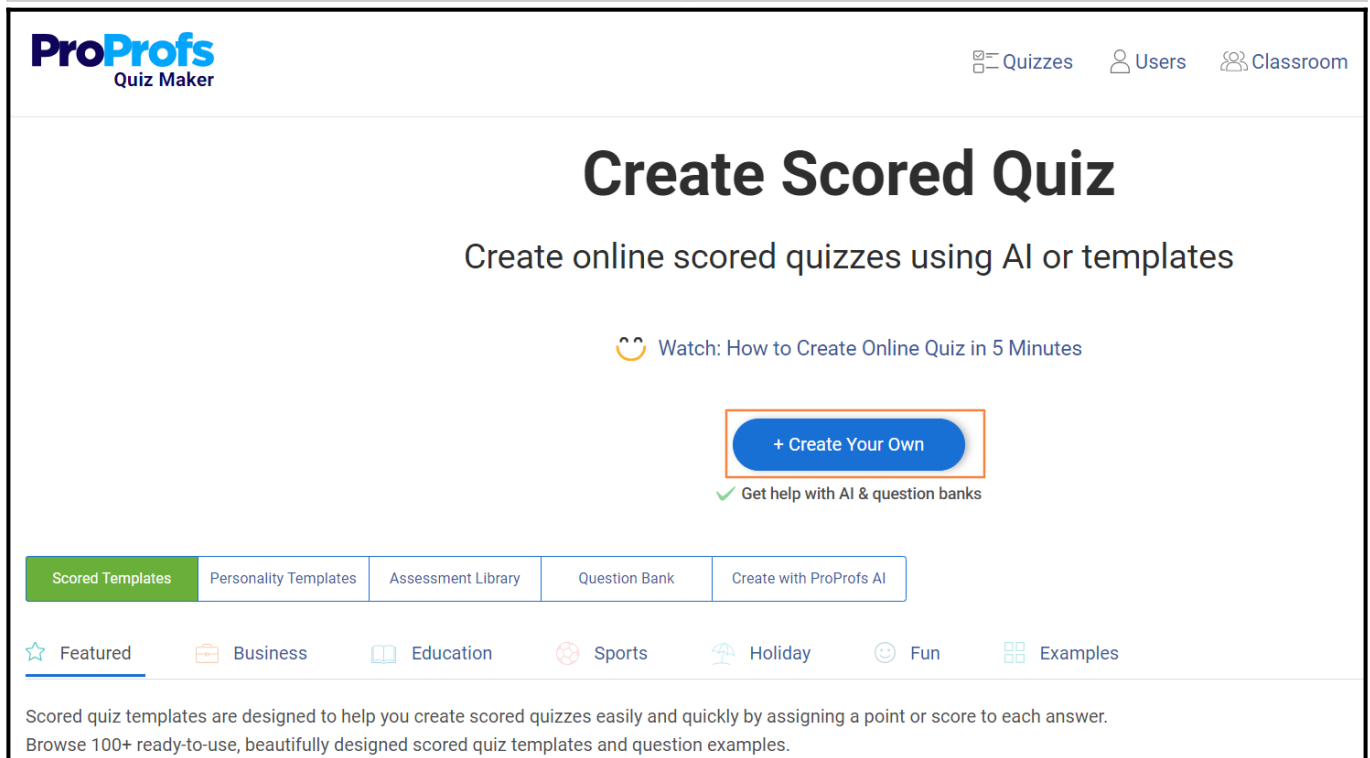
## Step 2: Select a Quiz Template or Start from Scratch

- You'll be prompted to either choose a ready-to-use template or create your quiz from scratch. Templates cover a wide range of topics such as business, education, sports, and holidays.
- For this tutorial, click "**+ Create Your Own**" to open the quiz builder and start from scratch.

Here, you will find ready-to-use templates and an option to create your quiz from scratch. In addition to the featured section comprising a few recommended quizzes, templates range from business, education to sports, holidays, and fun.

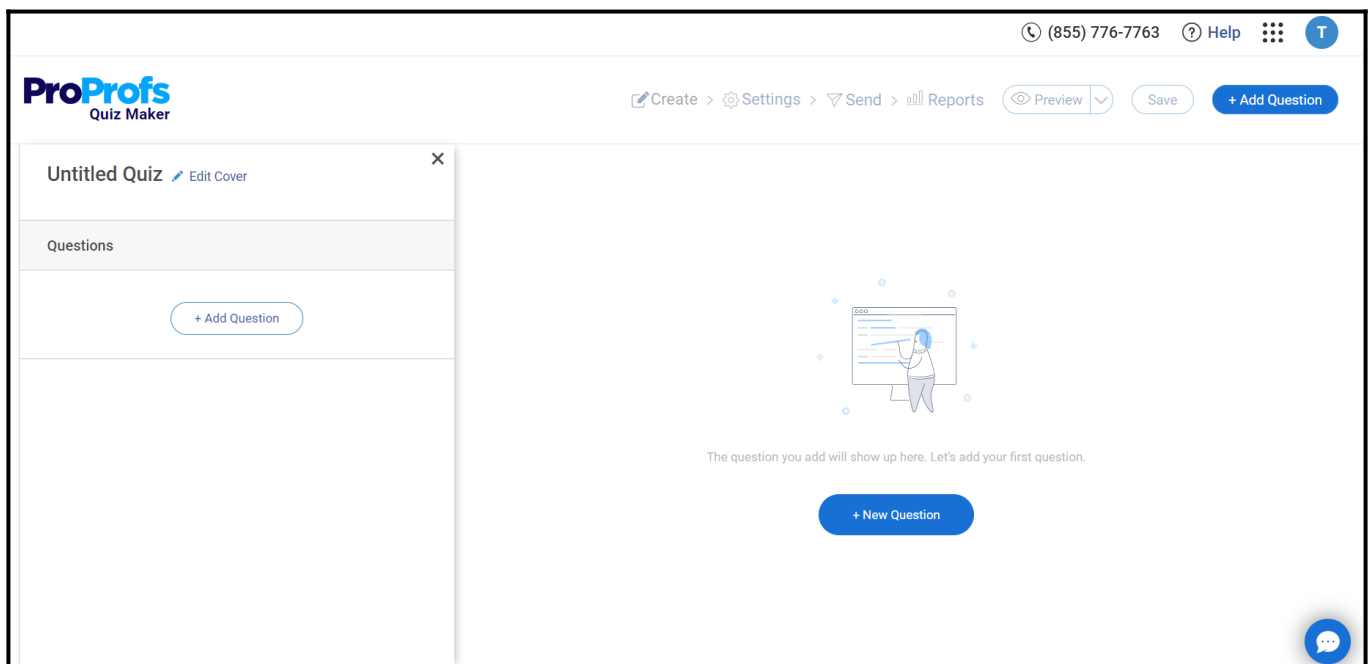
In this article, we will learn to create a quiz from scratch.

- Click "**+ Create Your Own.**" to open the quiz builder.



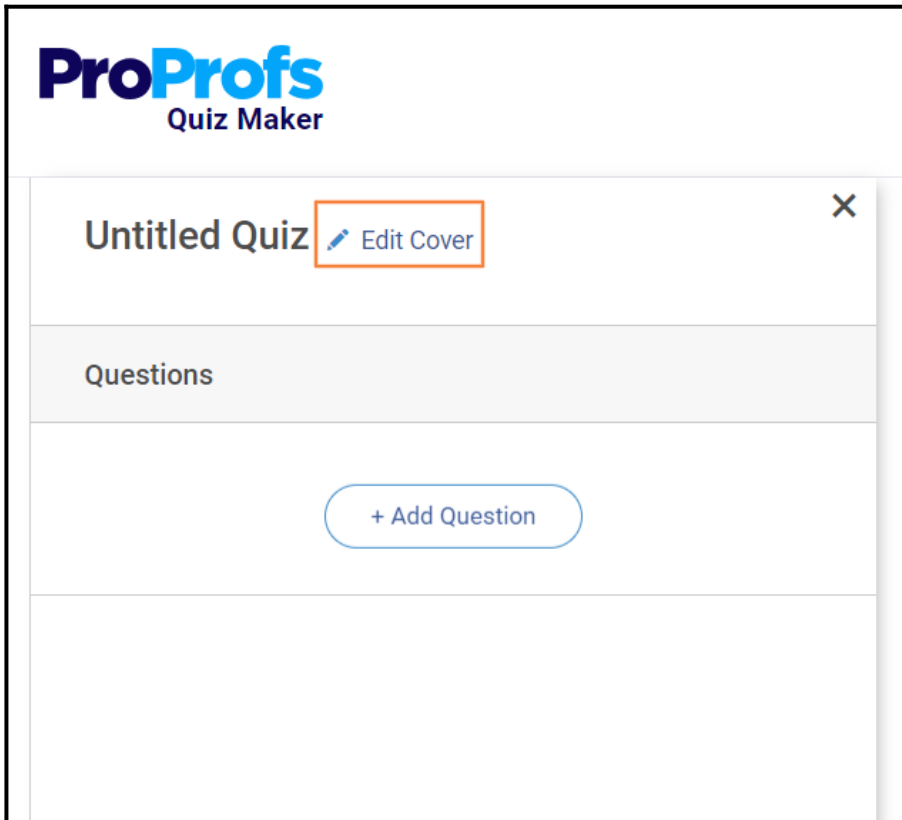
The image shows the ProProfs Quiz Maker landing page. At the top, there's a navigation bar with the ProProfs logo and links for Quizzes, Users, and Classroom. The main heading is "Create Scored Quiz" with a subtext "Create online scored quizzes using AI or templates". Below this, there's a video link "Watch: How to Create Online Quiz in 5 Minutes" and a prominent blue button labeled "+ Create Your Own". A green checkmark icon indicates "Get help with AI & question banks". A horizontal menu below the button lists various template categories: Scored Templates, Personality Templates, Assessment Library, Question Bank, and Create with ProProfs AI. Further down, there's a row of category icons: Featured, Business, Education, Sports, Holiday, Fun, and Examples. A paragraph at the bottom explains that scored quiz templates are designed to help create quizzes easily and quickly by assigning points or scores to answers, and mentions over 100 ready-to-use templates and examples.

**Step 3:** Here's how the quiz builder looks to the editor. We will start with basic editing.

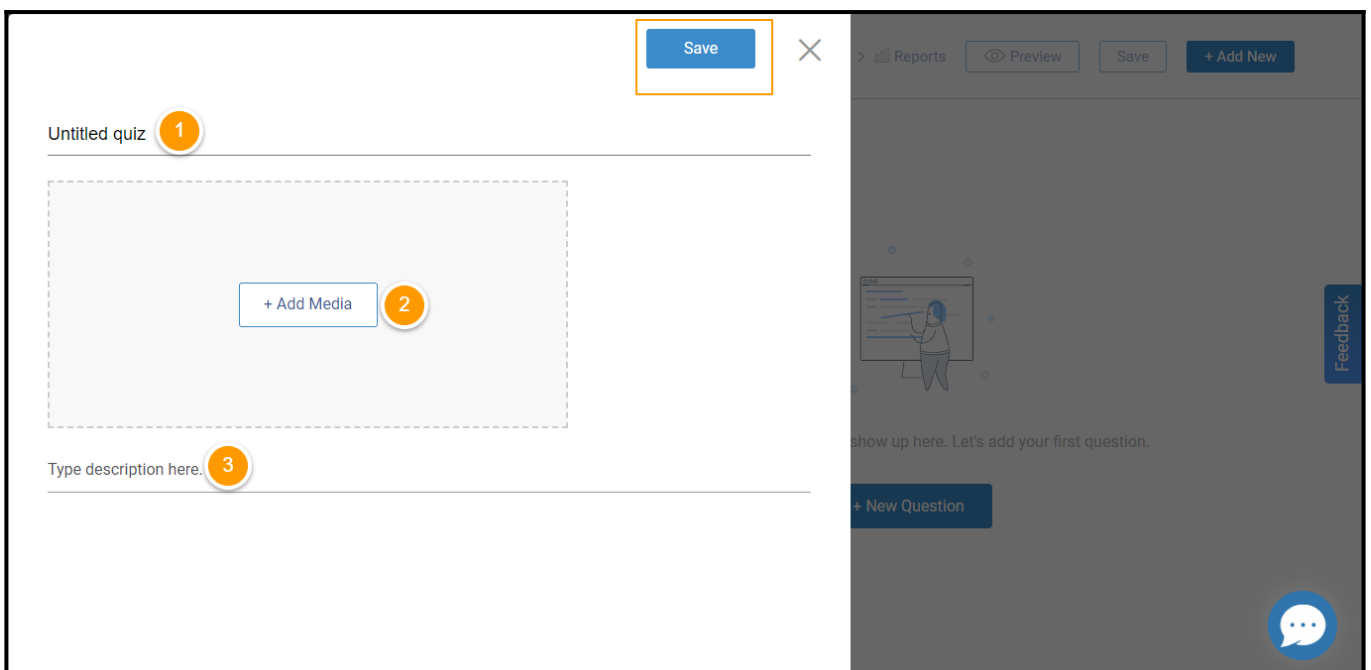


The image displays the ProProfs Quiz Maker editor interface. The top navigation bar includes a phone icon with the number (855) 776-7763, a Help icon, and a user profile icon. Below this, a breadcrumb trail shows "Create > Settings > Send > Reports", followed by "Preview" and "Save" buttons, and a "+ Add Question" button. The main area is divided into two panels. The left panel, titled "Untitled Quiz" with an "Edit Cover" link, contains a "Questions" section with a "+ Add Question" button. The right panel shows a large area with a placeholder image of a person pointing at a screen and the text "The question you add will show up here. Let's add your first question." Below this is a "+ New Question" button. A chat icon is visible in the bottom right corner.

- Customize your quiz by adding a title, image, and description. Click **Edit Cover**

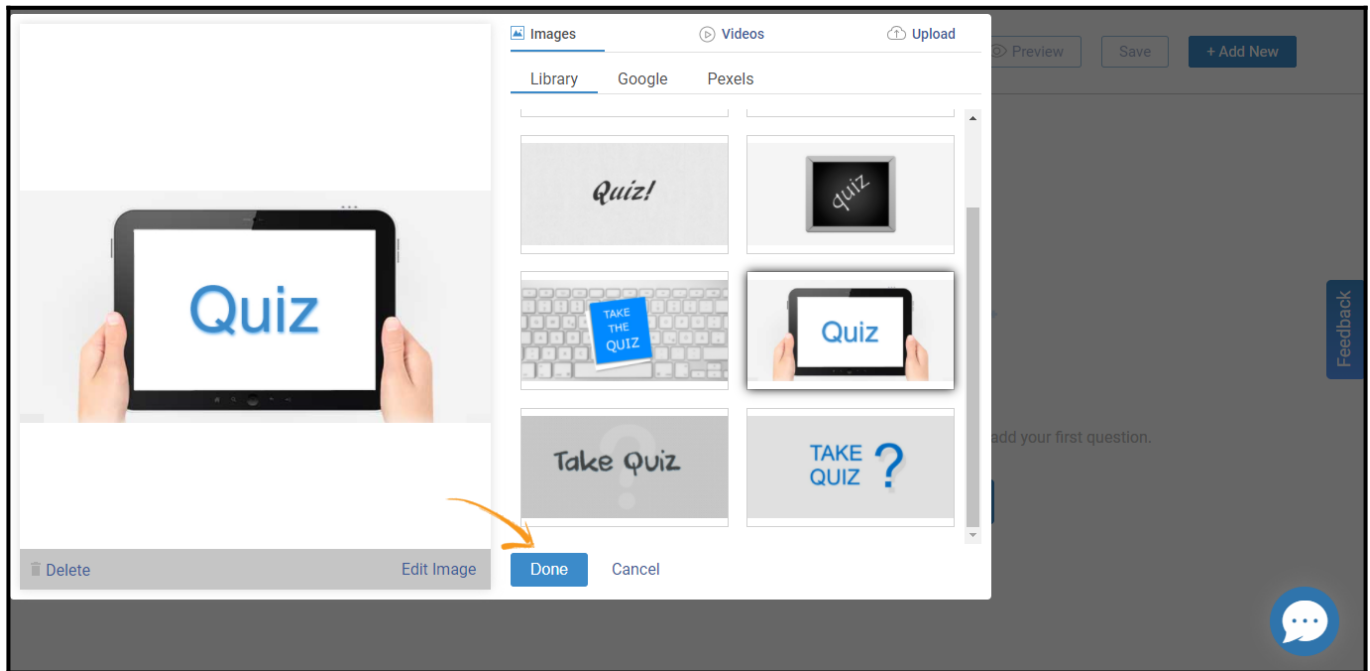


- Follow the screenshot instructions to customize your quiz.



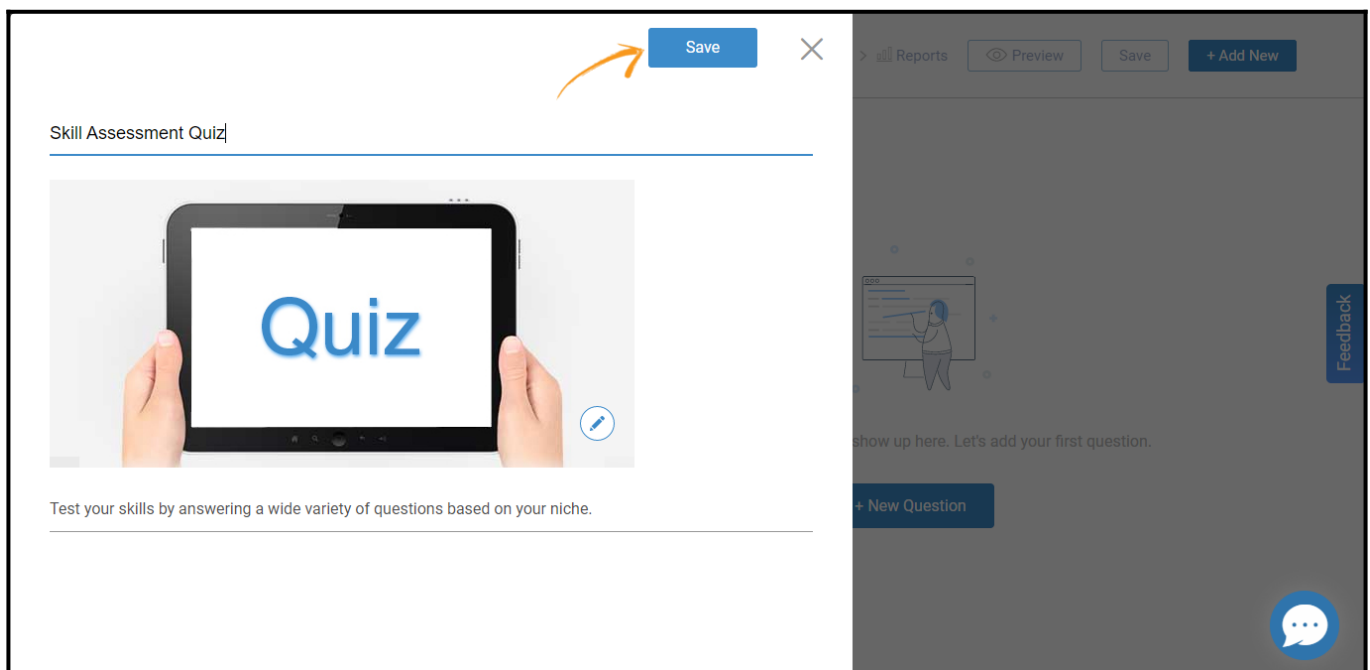
1. **Quiz Title:** Give your quiz a title to help quiz takers know what it is all about. Also, the title enables you to distinguish quizzes on your dashboard.
2. **Add Media:** Upload an image/video or choose from the ProProfs library. You can also search

for an image on Google or Pexels or a video on YouTube, integrated with our quiz builder.  
Select an image/video and click **Done**.



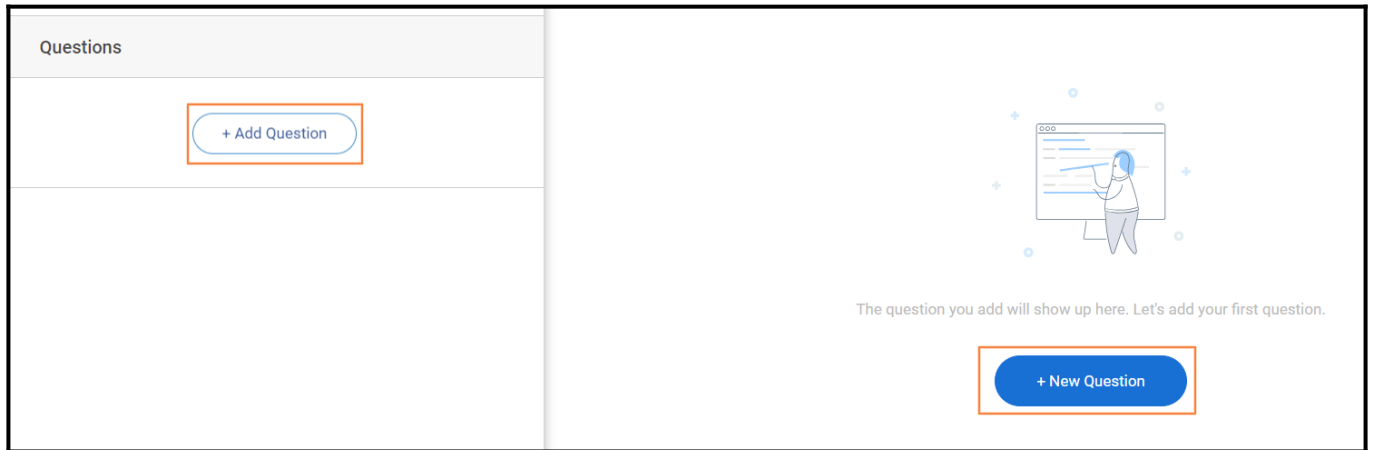
3. **Description:** Add details about your quiz to give quiz takers some extra information.

- Click **Save** at the end to confirm your changes and proceed further.

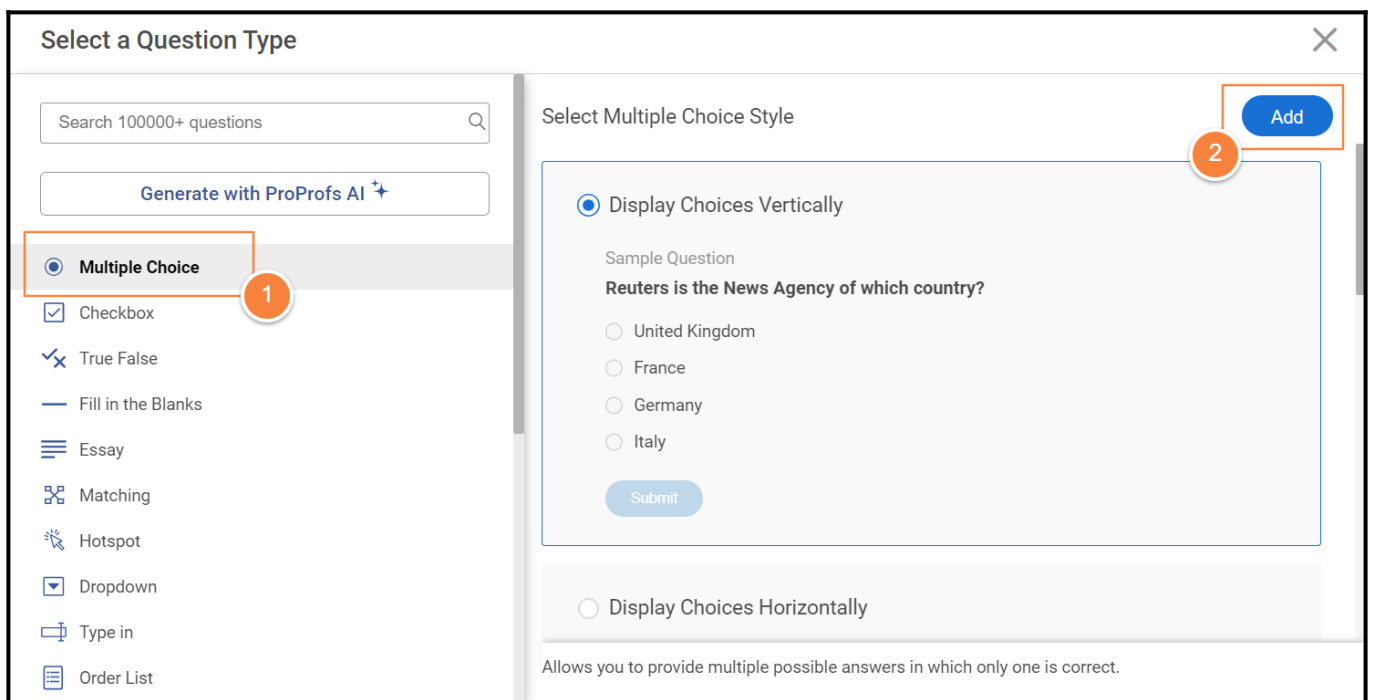


## Step 4: Add Questions to Your Quiz

- Click **+ New Question**.



- Choose a question type based on your requirements. Let's add a multiple-choice question by selecting **Multiple Choice** from the palette and clicking **Add**.



**Note:** ProProfs Quiz Maker showcases an example of the chosen question type to ease your decision-making.

**Note:** The Import Questions feature lets you bulk add questions from an already created quiz or an excel sheet in a prescribed format.

- A multiple-choice question shows up on the Quiz Editor main page. Every element of the question is editable.
- You can write a question and add the options.

The screenshot displays the ProProfs Quiz Editor interface. At the top, there's a 'View:' dropdown set to 'One Question' and a 'Question 1/1 (Multiple Choice)' header with navigation arrows. The main area contains the question text 'Which one do you like?' followed by a list of options: 'Option 1' (selected with a blue checkmark), 'Option 2', 'Option 3', 'Option 4', and 'Add Option'. Each option has a radio button and a delete icon. The bottom toolbar includes a 'Multiple Choice' dropdown, a 'Media' toggle switch, a 'Display choices vertically' dropdown, a 'Delete' button with a trash icon, and a blue circular chat icon.

### Additional Customization Options for Questions:

View: One Question Question 1/4 (Multiple Choice)

Advanced ^

**1** Feedback + Style

Add explanation shown after question is attempted.

**2** Tags ?

Use comma separated tags.

**3** Branching ☐ ?

**4** Required Question ☐ ?

**5** Grading ☒ ?

**6** Comment ☐ ?

Multiple Choice Media ☐ Display choices vertically

Delete Feedback

1. You can add your feedback to a question.
2. You can add a tag to a question to categorize your questions
3. You can add branching to guide quiz takers to different questions based on their answers, creating a more personalized experience.
4. You can Make certain questions mandatory for quiz takers to proceed.
5. You can enable grading to make it a scoring question.
6. You can seek quiz takers' comments to understand why they chose an option before proceeding to the next question.

**Note:** ProProfs Quiz Maker lets you design your quiz the way you like. Play around with every element to make your quiz more engaging.

### Step 6: Preview Your Quiz

Once you've added a few questions, it's a good idea to preview your quiz.

- Click **Preview** to see how they will appear to the quiz takers.

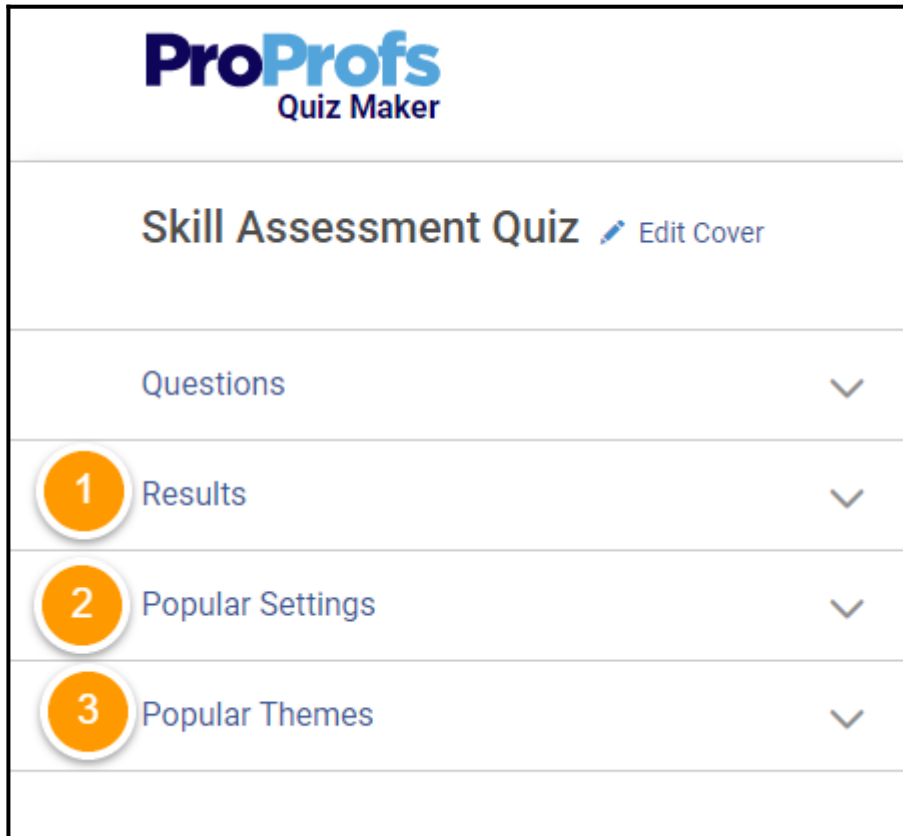


The screenshot shows the ProProfs Quiz Maker interface. On the left, there's a sidebar with 'Skill Assessment Quiz' and options like 'Edit Cover', 'Questions', 'Results', 'Popular Settings', and 'Popular Themes'. The main area displays a question: 'Which of these areas is the one within marketing management in an organisation that deals with organisation's employees?'. The options are: Strategic Planning Management, Labour market analysis, Human resource management (selected), and situational analysis. There's also an 'Add Option' button. At the top right, there are buttons for 'Create', 'Settings', 'Send', 'Reports', 'Preview', 'Save', and '+ Add New'. An orange arrow points to the 'Preview' button.

Here's how the quiz will look to learners.

The screenshot shows the quiz preview for learners. At the top, it says 'Skill Assessment Quiz' and '1 Question'. Below this is a large image of a tablet displaying the word 'Quiz'. Under the image, it says 'Test your skills by answering a wide variety of questions based on your niche.' There's a form to enter 'Name' (First Name and Last Name) and 'Email' (someone@example.com). A blue 'Start' button is at the bottom.

## Step 7: Customize Results, Settings, and Themes



In the left panel of the quiz editor, you can configure several aspects of your quiz:

1. **Results:** Choose the [type of result](#) you want to provide to the quiz takers once they complete the quiz. You can pick one from the dropdown or customize your result the way you want.

## Results

Pass or Fail

Pass or Fail
Letter Grading
Good or Excellent
Customize

2. **Popular Settings:** You can use popular settings to [customize scoring](#) when creating a scored quiz. Also, you can modify question order and visibility. To go to the settings page, click **All Settings**.

## Popular Settings

View help for this section

Scoring:

Assign total points to the quiz
100

Order of Questions:

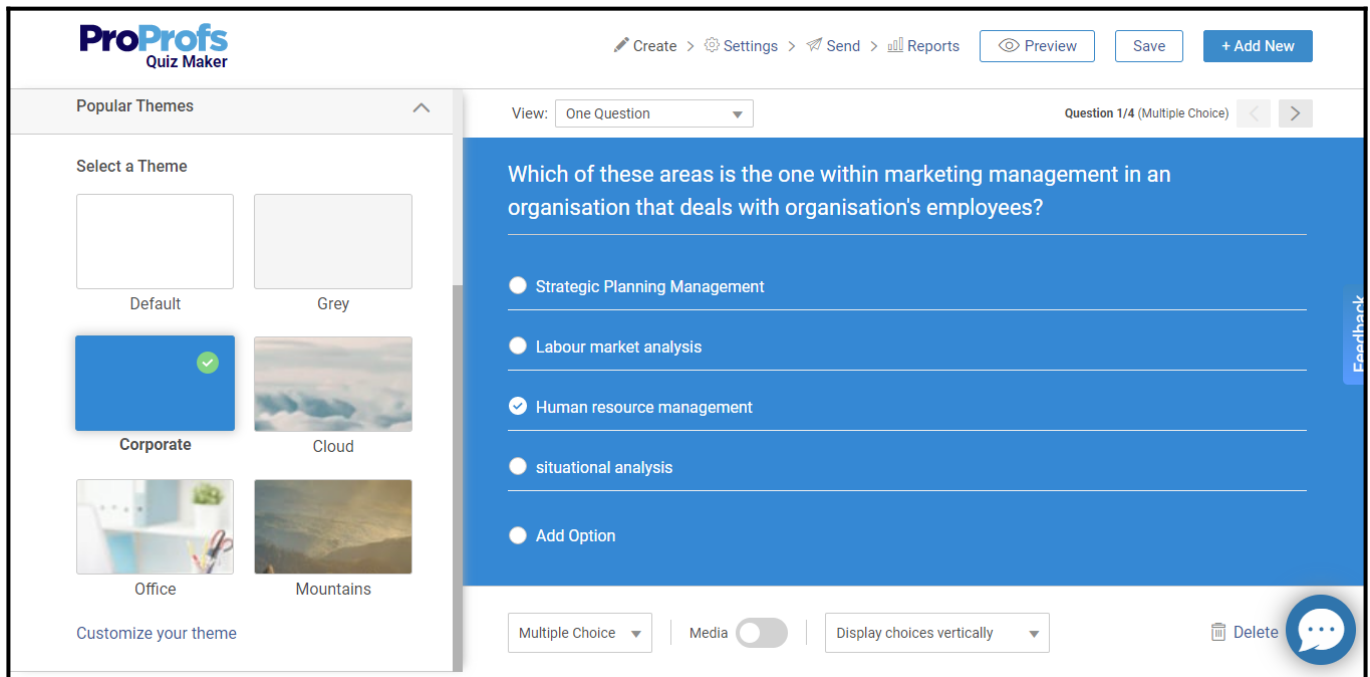
Do not shuffle questions

Questions Per Page:

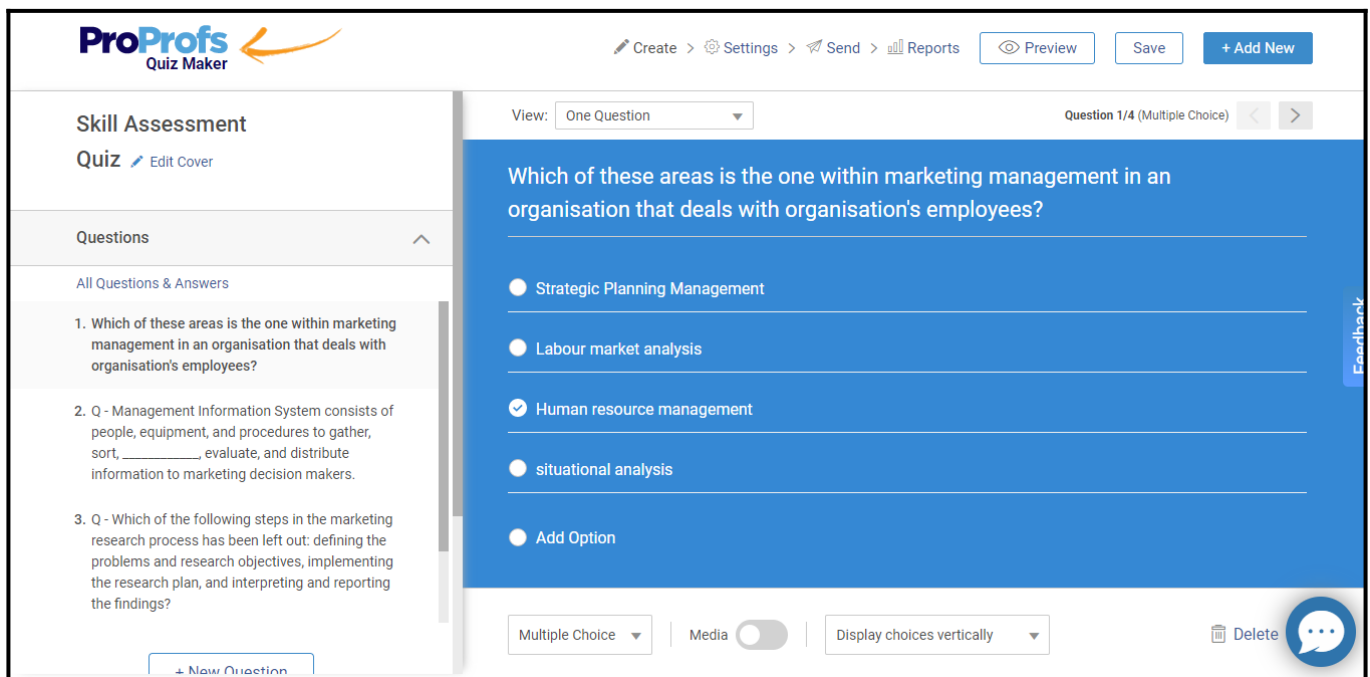
One
All (Classic)
All (Modern)

All Settings

- Popular Themes:** Select a theme for your quiz from preloaded options or [Customize the theme](#) to match your branding.

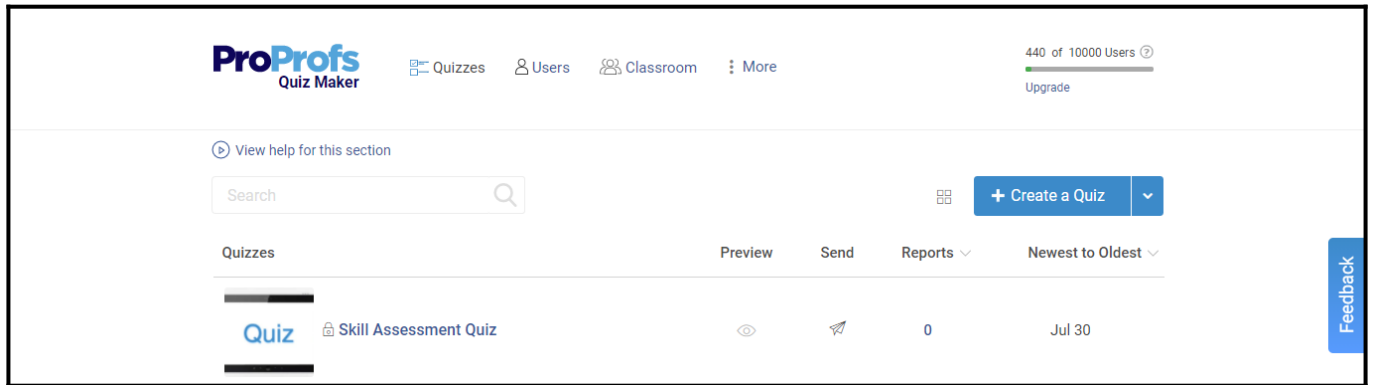


**Step 8:** After creating your quiz, you can access your dashboard by clicking on the header logo.



**Note:** The automatic save feature in the ProProfs Quiz Maker ensures your changes are saved without you needing to click the **Save** button.

**Here's how the quiz will look on your dashboard:**



You've successfully created a scored quiz with ProProfs Quiz Maker.

*That is all about creating a scored quiz with ProProfs Quiz Maker. If you encounter any issues or have any questions, feel free to contact our [support team](#).*

### Related Articles:

- [Introduction to The Quiz Editor](#)
- [How to Use Quiz Templates & Questions](#)
- [How do I Bulk-Import Questions from Excel?](#)