

How to Set up Mandatory and Optional Quiz Questions

[ProProfs Quiz Maker](#) allows you to ensure your learners always answer a question by making it mandatory. You can also keep questions optional if you want the learner to be able to skip past them. We recommend this feature if you enable negative marking for incorrect responses in the quiz.

Mandatory questions are questions that must be answered by students. It is different from [tagging questions](#) so that they always appear with sets of randomly selected questions.

Follow these steps to set up mandatory questions in your quiz:

Step 1: Go to quiz settings, Under the "Presentation" section of "General Settings" find "Optional Questions" and click on "Manage questions."

Presentation

Questions Per Page:

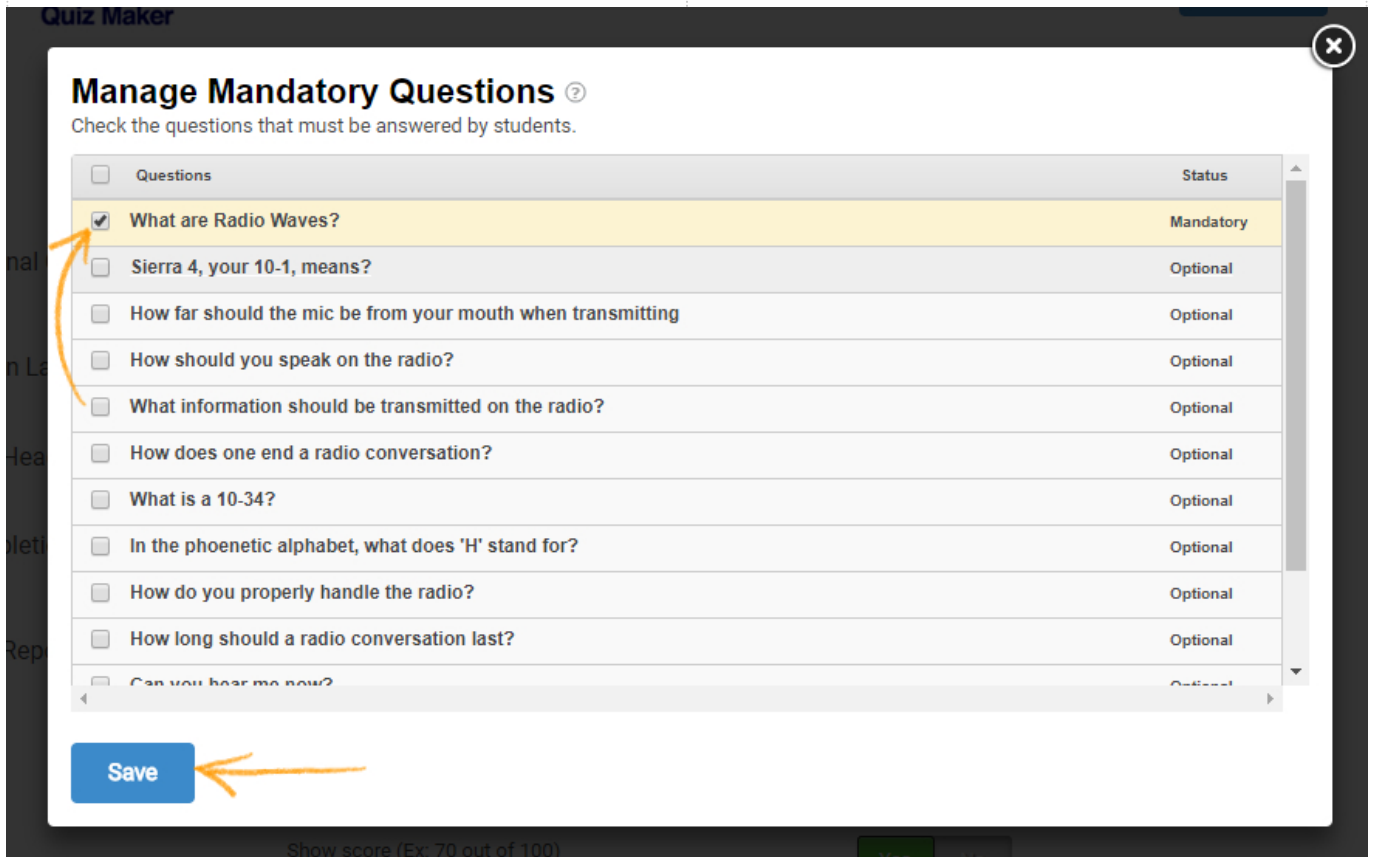
Allow review before submission Yes No

Allow learner to jump to any question Yes No

Optional Questions: [Manage Questions](#)

Option Labels: Show Hide

Step 2: Check "Questions" to make all questions mandatory or make only certain questions mandatory by selectively checking the boxes. Leave a box unchecked to make the question optional. Click "Save" to apply changes.



Ensure learners get all the answers to your quiz correct:

You can ensure that learners get all the answers correct by setting up your quiz in practice mode. It is an efficient method to enhance learning by engaging quiz takers in getting all answers correct.

Navigate to "Settings" -----> "General" -----> "Presentation," and select "one question per page" and "...Practice Mode" to ensure learners get all answers correct.

Presentation

Questions Per Page:

Reveal answers instantly after each question (Practice Mode) ⓘ

Allow learner to jump to any question ⓘ

Ask user to try again if answer is incorrect ⓘ

Related Articles:

[How Do I Allow Quiz Takers to Skip Questions or Review Answers Before Submission?](#)

[How to Add "Try Again" Button to My Quiz](#)

[Can I Shuffle or Randomize Questions and Answers?](#)