Taking an online Quiz

eConcordia — Student
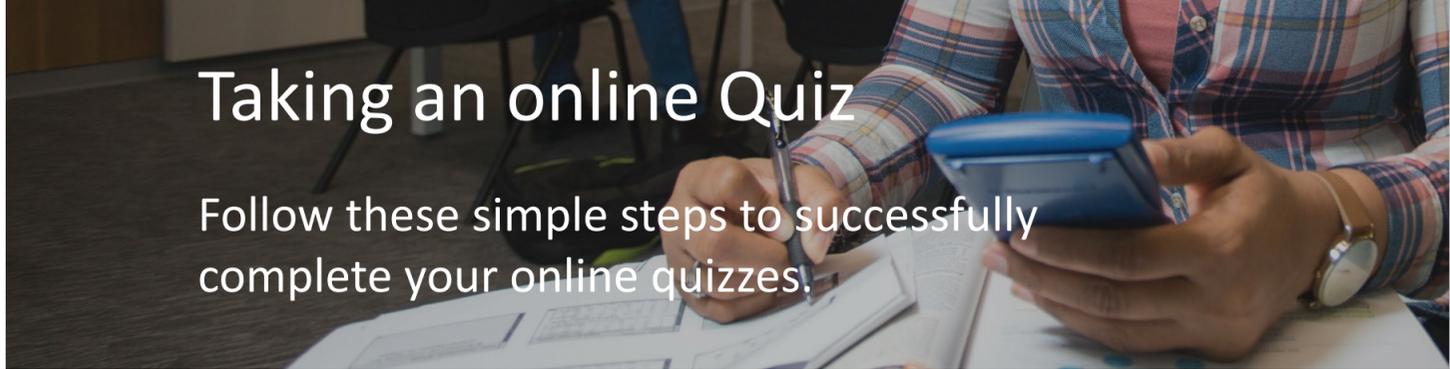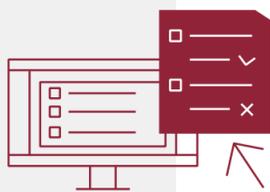
Follow these simple steps to successfully complete your online quizzes.

1 Assessments
Select **Assessments** in your course dashboard to access the submission links.
Note: The submission links are also available on the Assessments page of the course website.
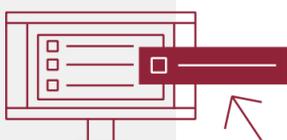
2 Pop-Up
A pop-up window will appear. The assessment links for the course appear here.

3 Link
Select the link for the quiz you are taking.
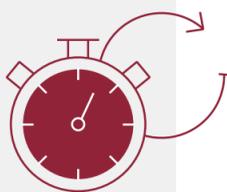A new window, containing the quiz instructions, will open.

4 Instructions
Read the quiz instructions carefully!
DO NOT select **Start** until you are prepared to complete the quiz.

5 Timer
The timer CANNOT be paused or stopped and will begin counting down the 0 as soon as you select **Start.**
When you're ready, select **Start** to begin the quiz.

6 Review
Prior to submitting your quiz and before the timer expires, review your work to ensure that you have not left any questions unanswered.

7 Submit
Select **Submit** once you finished the quiz. If the timer runs out before you are ready to submit, your quiz will save and be auto-submitted by the system.
You will receive a date/time confirmation once your quiz is received.

8 Help!
If you do not receive a confirmation or if you experience technical difficulties during the quiz, email helpdesk@econcordia.com IMMEDIATELY for assistance and copy your TA on the email.

9 My Grades
Check the **My Grades** link in the course dashboard for submission details. Your grades will be listed here once they are posted by your instructors.