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Getting Started

Step1. Register the program

When you first start the program, you see the registration dialog.



You can click **Evaluate** to evaluate this program for 30 days for free. This registration dialog will appear every time when the program is started within the 30-day evaluation period.

If you have bought this program, you can enter your e-mail address and registration code and click the **Register** button. This dialog will not appear after the program is successfully registered.

Step2. Start using

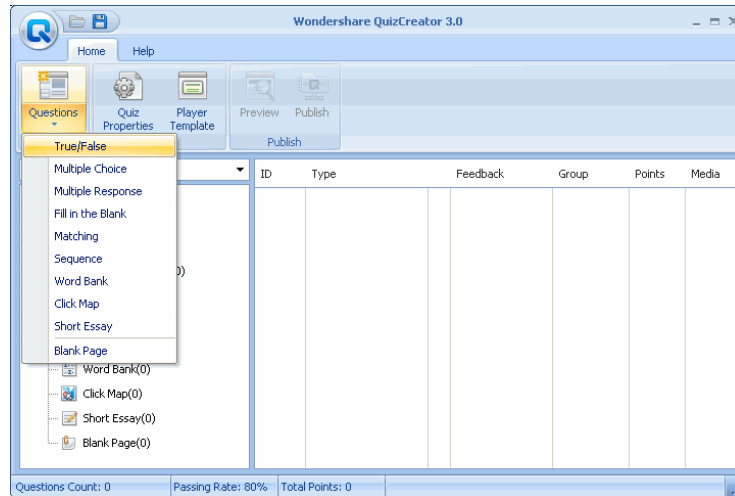
If you click **Evaluate** or register the program successfully, you will see the guiding dialog.



A Step by Step Guidance for Using QuizCreator 3.0

- Click **Create a new quiz** to open the main interface and start to add questions.
- Click **Import Excel** to import a saved quiz in Excel.
- Click **Open recent quiz** to open an existing quiz created recently.

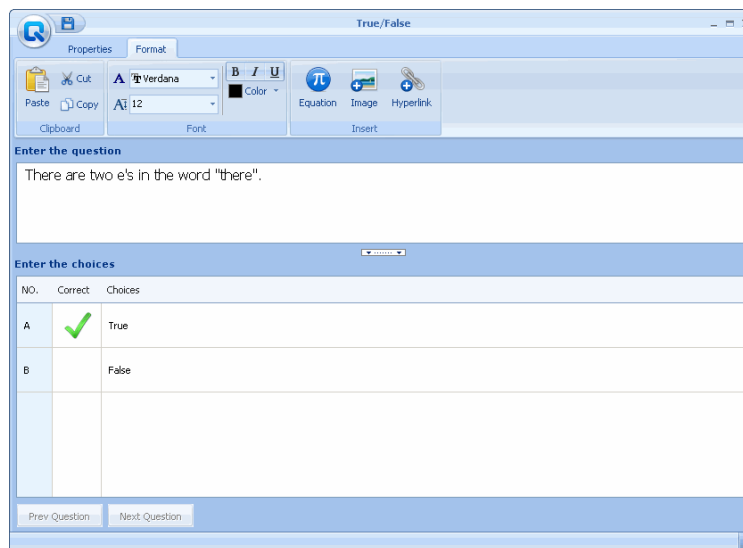
Adding Questions



Step1. Choose a question type

Click the **Questions** button and select a question type, and then the **Question Editing** window appears.

Setp2. Edit the question



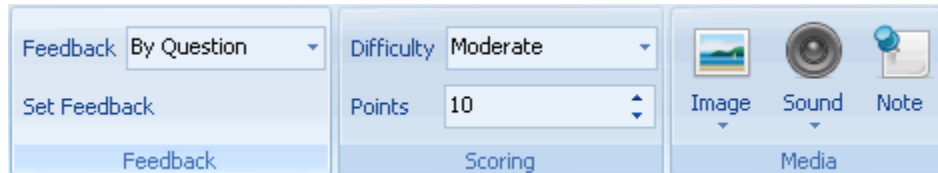
A Step by Step Guidance for Using QuizCreator 3.0

You can enter your question and the choices in the corresponding fields.

You can insert equations, images or hyperlinks in your question by clicking the corresponding buttons in the **Insert** group, on the **Format** tab.

Step3. Set the question properties

Click the **Properties** tab, and you can set the following properties.





Note:

■ Feedback

- If you choose **By Question**, you can edit different feedback depending on whether the answer is correct or incorrect.
- If you choose **By Answer** when editing a Multiple Choice question, you can set different feedback to each choice. The quiz taker will get the different feedback for different choice.
- If you choose **By Points** when editing a Multiple Response question, you can assign different points to each choice. The sum of the choice points should not be more than the question's points. The quiz taker will get the points assigned to the choices.

■ Media

- The inserted image appears on the question page as a thumbnail. The quiz taker can click the thumbnail to enlarge the image.
- The quiz taker can turn on or turn off the sound on the question page by clicking the **Sound Effect** button .
- If you add a note to the question, there will be an **Information** button  on the toolbar of the question page. The quiz taker can click the **Information** button to view the note.

Step4. Preview the question

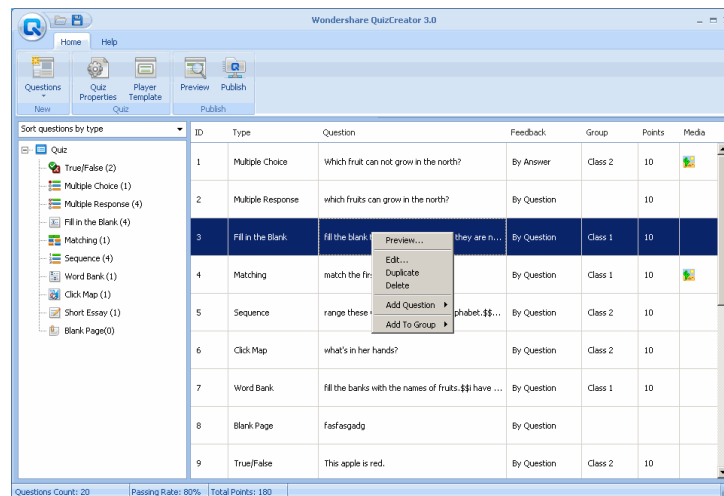
Click the **Preview** button and you can preview the current question in Flash Player.

Step5. Save and close the question

After finishing editing the question, you can click the **Save&Close** button to save and close the question, or click the **New Question** button to add a new question in the same type.

Managing the questions

All the questions are listed in the main window. The questions in the published quiz appear in the order on the list. You can drag the question down or up to adjust the order and you can also delete or duplicate questions, or classify the questions into different groups.

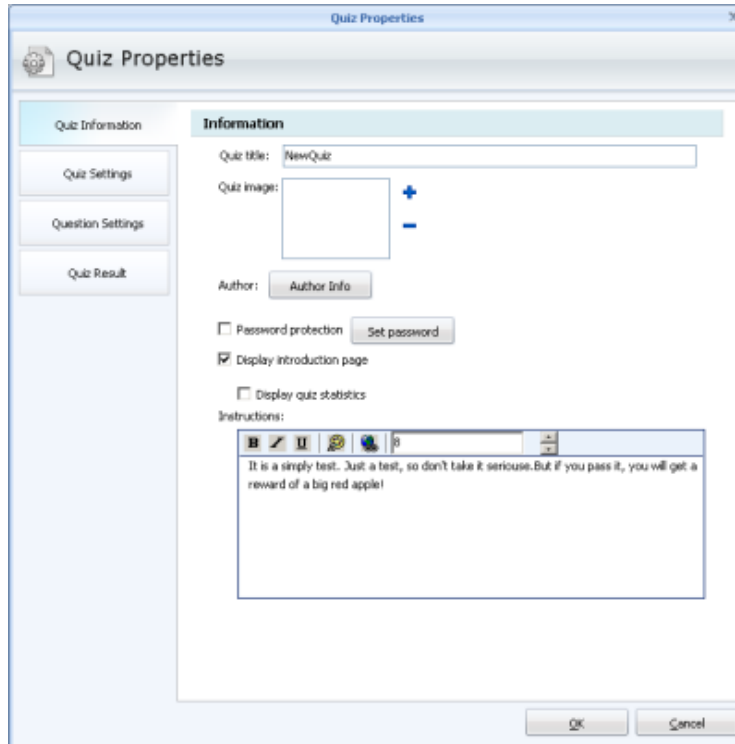


Right-click a question on the question list, you get the shortcut menu.

- **Edit:** Click to edit the selected question. Or you can double-click the question to open the question editing window to edit the question.
- **Duplicate:** Click to duplicate the selected question. The duplicated question is added at the end of the list.
- **Delete:** Click to delete the selected question.
- **Add Question:** Select a type on the submenu and add a new question.
- **Move to Group:** Move the selected question to a group. If you have not made any group, you can select **New Group** on the submenu to create a group.

Setting Quiz Properties

You can set the quiz properties by clicking the **Quiz Properties** button.



Step1. Set quiz information

The information is displayed on the first page of the quiz, including the quiz image, quiz statistics and the introduction of the quiz. Quiz tile and the author information are displayed on every question page.

Step2. Define quiz settings

You can set the passing rate and the time limit for the quiz.

Step3. Define question settings

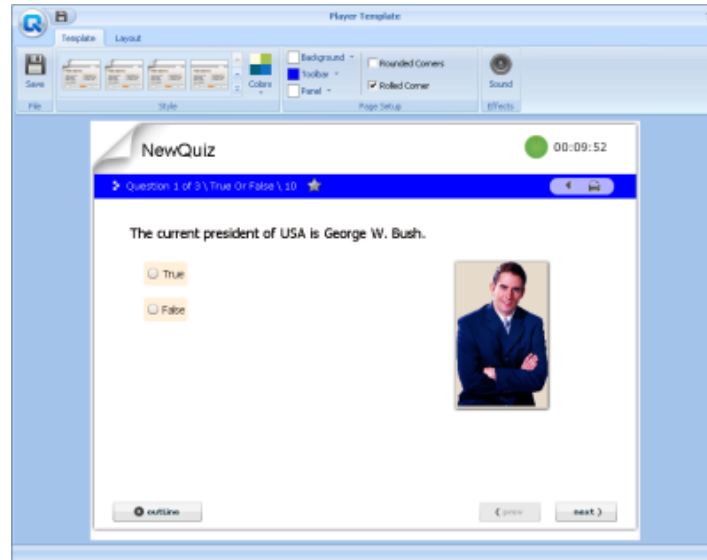
Set the general properties of all the questions, such as the points, difficulty, attempts and the feedback.

Step4. Set the quiz result page

Specify the feedback message and the action of the **Finish** button on the result page.

Customizing Quiz Player

Click the **Player** Template button on the **Home** tab.



Step1. Select a style

In the **Style** group, on the **Template** tab, choose a pre-set theme template or a set of colors.

Step2. Customize the player

You can customize the colors and the look of the page in the **Page Setup** group.

Step3. Add background music

Click the **Sound** button and import an audio file from your computer.

Step4. Define the layout

On the **Layout** tab, specify what and how the elements are displayed on the player page.

Step5. Save the template

Click the **Save** button to save and close the player template.

Preview the Quiz

In the **Publish** group, on the **Home** tab, click the **Preview** button to preview the quiz.

Publish the Quiz

Step1. Open the Quiz Publishing dialog

In the **Publish** group, on the **Home** tab, click the **Publish** button to open the **Quiz Publishing** dialog.

Step2. Specify a location

Click the **Publish on QMS** button to publish your quiz on QMS or click the **Publish on My computer** button to publish your quiz on your computer for different uses.

Step3. Set publishing options

Enter the account information or select the publishing options in the **Quiz Publishing** dialog.

Step4. Publish

Click the **Publish** button, and then you can manage your quiz on QMS or view your quiz on your computer.