
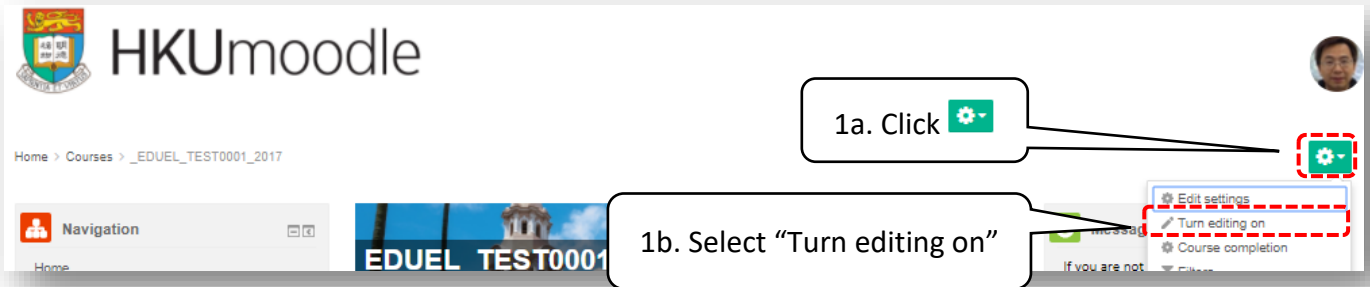
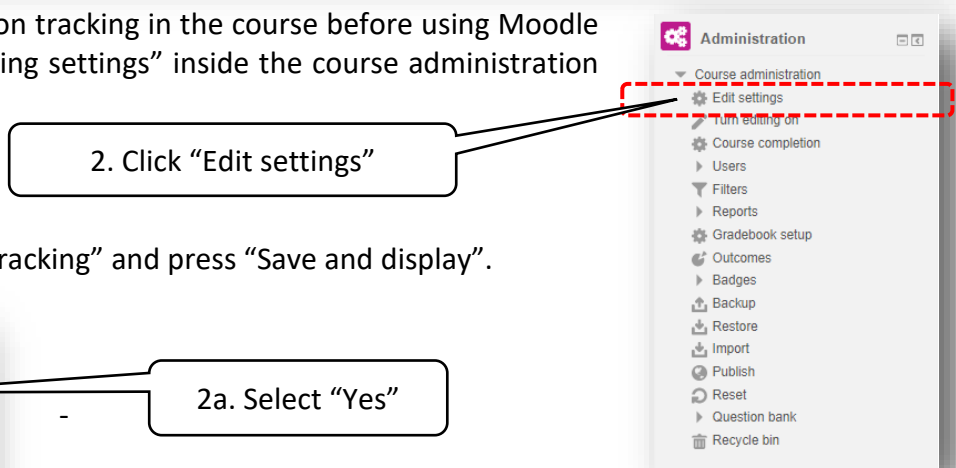


### Using Badge for Moodle Quiz (based on HKU Moodle version 3.2.3)

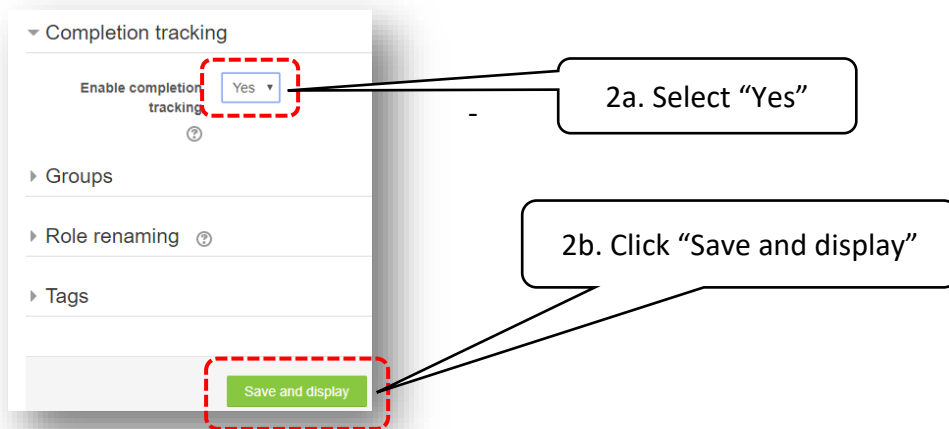
1. Please log in the HKU Moodle at <http://moodle.hku.hk/> and click on the  icon at the top right corner of the screen and select "Turn editing on".



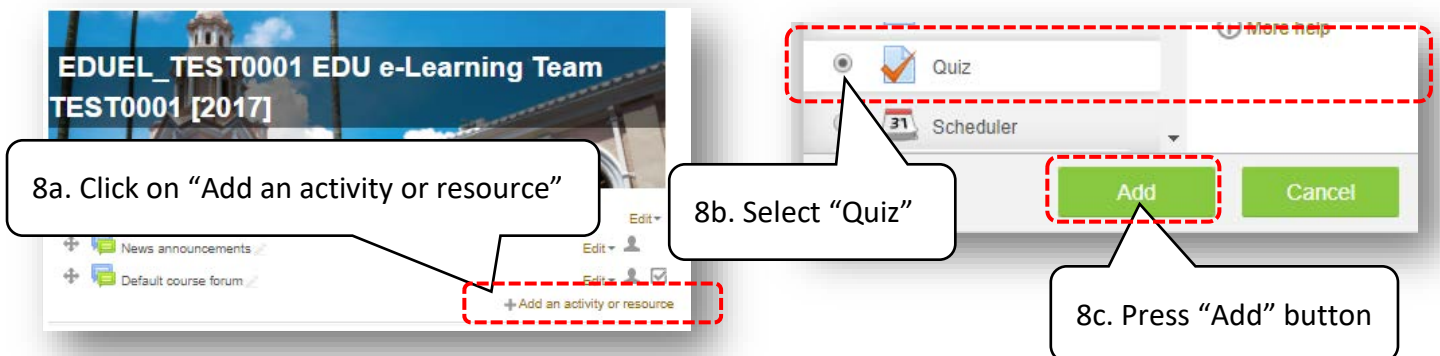
2. You have to enable completion tracking in the course before using Moodle badge,. Please click on "Editing settings" inside the course administration box.



3. Select "Yes" in "Completion tracking" and press "Save and display".



4. Click on "Add an activity or resource", select "Quiz" from the popup box and press the "Add" button.



5. Enter a quiz name at the top and scroll to the "Activity completion" settings to change "Completion tracking" to "Show activity as complete when conditions are met". Also, check the "Require grade" and click on "Save and display" at the bottom of the page.

The screenshot shows the 'General' and 'Activity completion' sections of a quiz configuration form. A red dashed box highlights the 'Name\*' input field, with a callout box labeled '5a. Enter a quiz name'. Another red dashed box highlights the 'Completion tracking' dropdown menu, which is set to 'Show activity as complete when conditions are met', with a callout box labeled '5b. Select "Show activity as complete when conditions are met"'. A third red dashed box highlights the 'Require grade' checkbox, which is checked, with a callout box labeled '5c. Check "Require grade"'. A fourth red dashed box highlights the 'Save and display' button, with a callout box labeled '5d. Click "Save and display"'. The 'Activity completion' section also includes options for 'Require view', 'Require passing grade', and 'Expect completed on'.

5b. Select "Show activity as complete when conditions are met"

5c. Check "Require grade"

5d. Click "Save and display"

6. Click on "Edit quiz" to continue. After that, click on the "Add" button at the bottom right and select "a new question" to create question.

The screenshot shows the 'My quiz' page. At the top, it says 'Grading method: Highest grade'. Below that, a message states 'No questions have been added yet'. There are two buttons: 'Edit quiz' and 'Back to the course'. A red dashed box highlights the 'Edit quiz' button, with a callout box labeled '6a. Click "Edit quiz"'. The 'Back to the course' button is green.

6a. Click "Edit quiz"

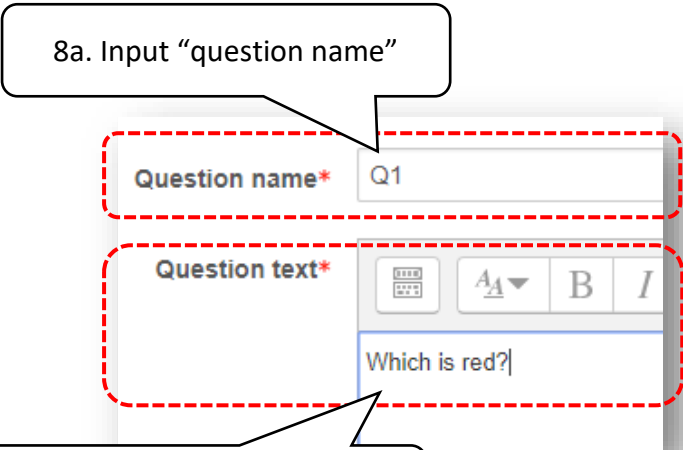
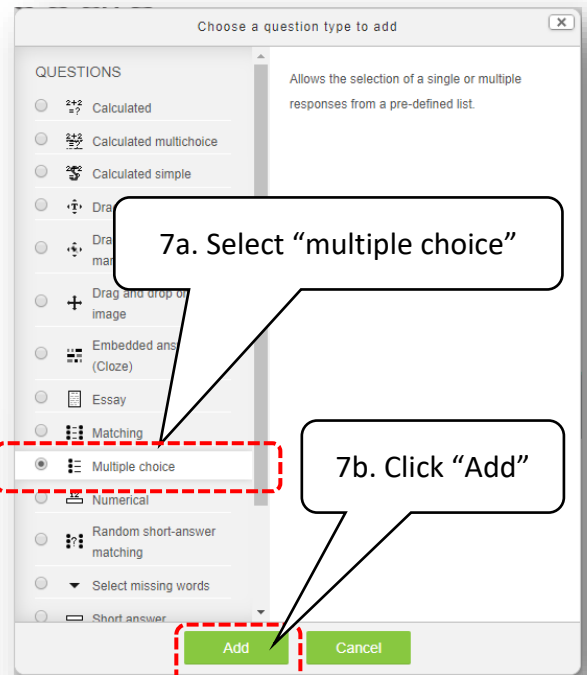
The screenshot shows the 'Editing quiz: My quiz' page. It displays 'Questions: 0 | This quiz is open' and 'Maximum grade 10.00'. There is a 'Save' button and a 'Total of marks: 0.00' indicator. A 'Repaginate' button is visible. A 'Shuffle' checkbox is checked. A red dashed box highlights the 'Add' button, with a callout box labeled '6b. Click "Add"'. The 'Add' button is located at the bottom right of the page.

6b. Click "Add"

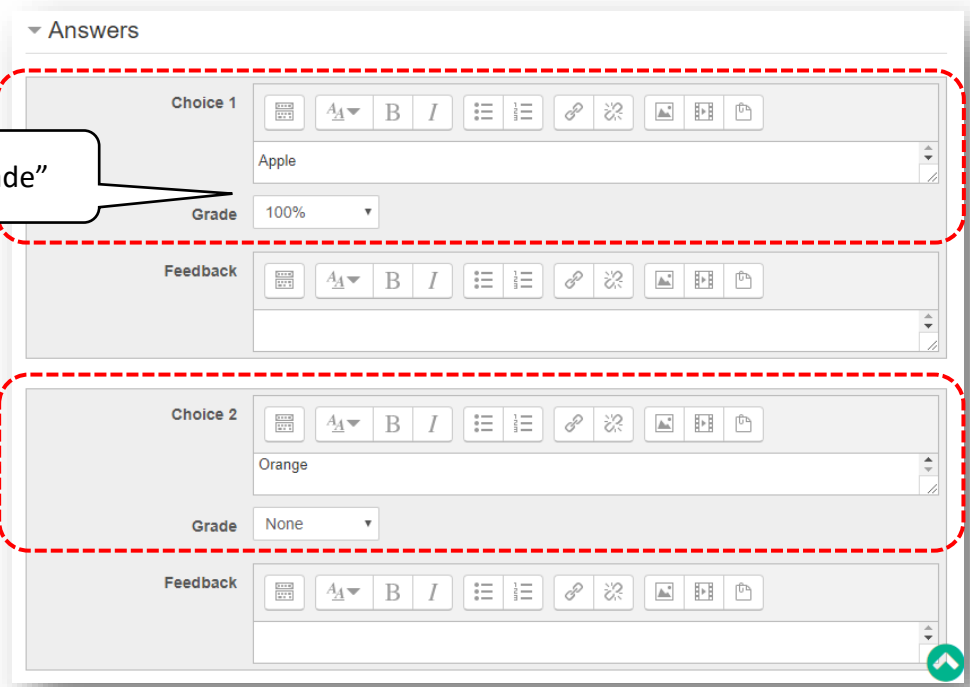
6c. Select "a new question"

The screenshot shows the 'Add' dropdown menu. It contains three options: '+ a new question', '+ from question bank', and '+ a random question'. A red dashed box highlights the '+ a new question' option, with a callout box labeled '6c. Select "a new question"'. The 'Save' button and 'Maximum grade 10.00' are visible above the dropdown.

7. For demonstration purpose, please select “multiple choice” question and click the green “Add” button.
8. After that, enter the question name and question text. Scroll down to the “Answer” section and input answers with grades and click on “Save changes” at the bottom.



8b. Input “question text”

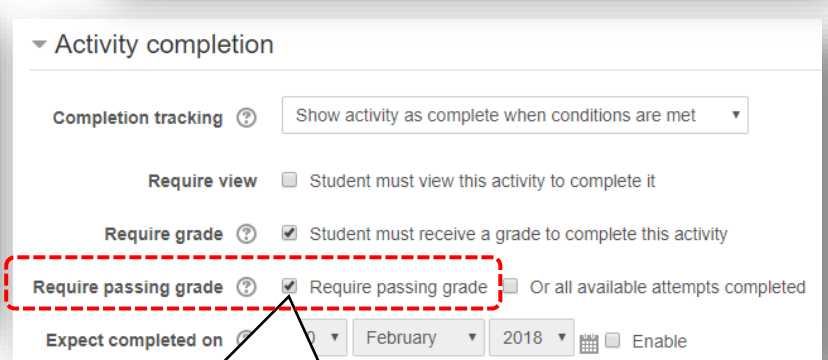
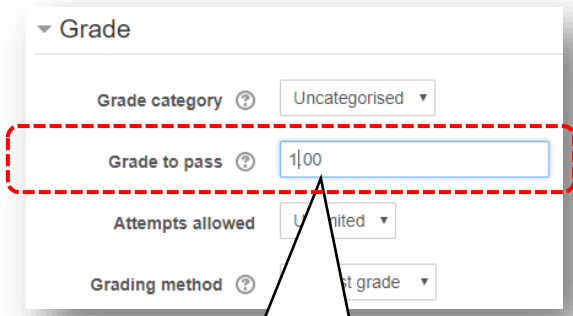
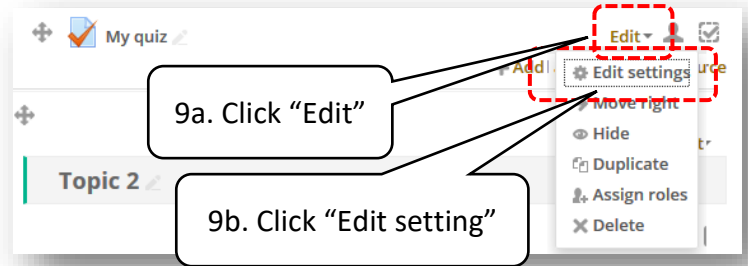


8c. Input “choices” and “grade”

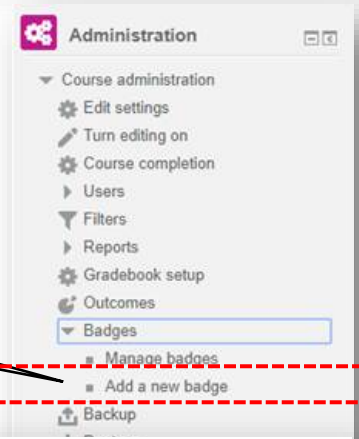
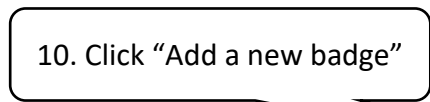


8d. Click “Save changes”

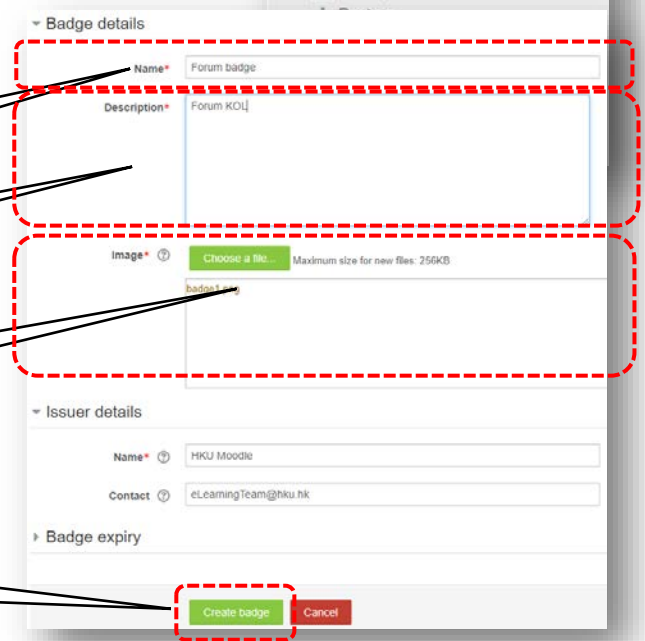
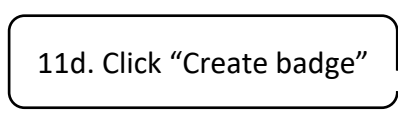
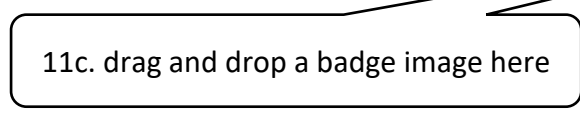
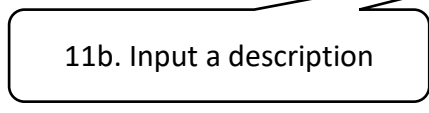
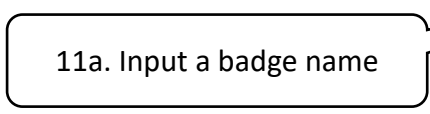
9. After setting up question, you can update the passing grade by clicking “Edit”.and “Edit setting” of the quiz. You can now input a “Grade to pass” and check the “Require passing grade” box under the “Activity completion” section.



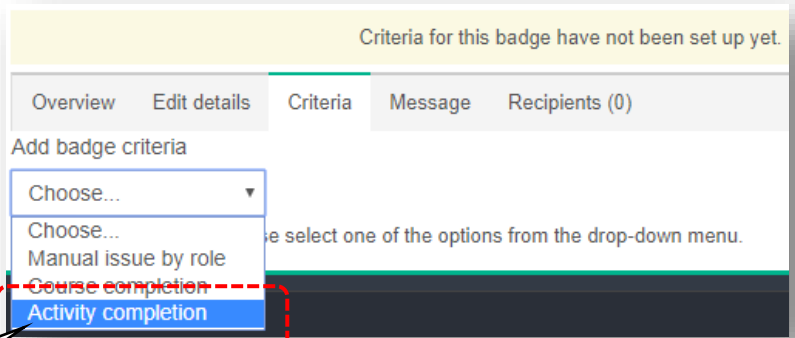
10. You can now create badge(s) for your course by clicking “Add a new badge” under the course administration box.



11. Inside the badge details dialogue box, input a name and description, drag and drop an image of the badge into the image field and click on the green “Create badge” button at the bottom.



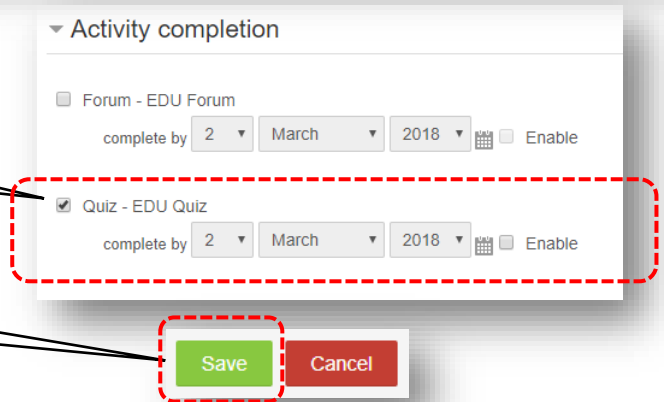
12. After creating the badge, you have to define the badge awarding criteria by selecting “Activity completion” under the “Add badge criteria”. Check one of the quiz activity listed under the “Activity Completion” section and click “Save” at the bottom.



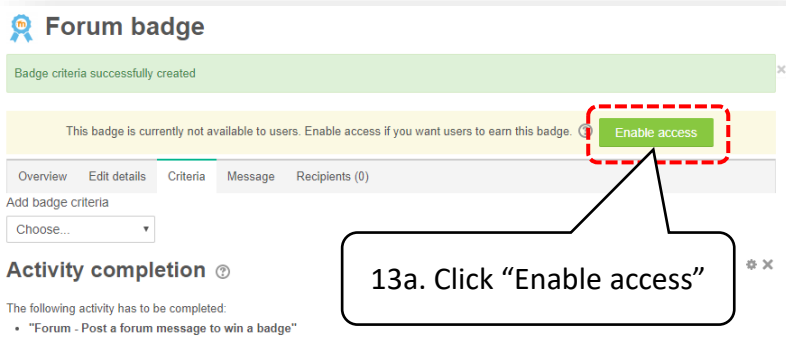
12a. Select “Activity completion”

12b. Check quiz activity

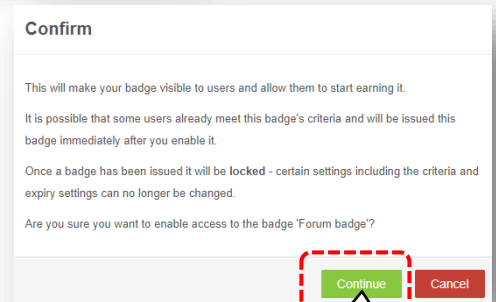
12c. Click “Save”



13. After that, click on the green “Enable access” and press “Continue” to confirm the launch the badge.

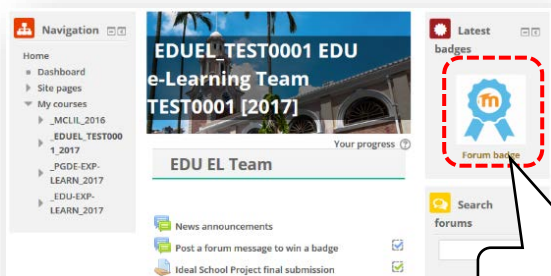


13a. Click “Enable access”

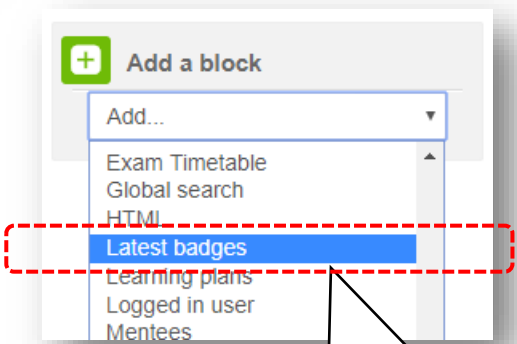


13b. Click “Continue”

14. Finally, select “Latest badges” from the “Add a block” dialogue box to add a badge box on the right column of the screen. Any student completed with the activity will be able to get a badge.



Badge awarded



14. Select “Latest badges”