

New Quizzes and Item Banks

Canvas Tip Sheet

Canvas currently has two quiz options, Classic Quizzes and New Quizzes. Canvas no longer supports Classic Quizzes; therefore, our institution is phasing them out by Summer 2027.

Migrating to New Quizzes and Item Banks

- Start using New Quizzes in current courses by [migrating individual Classic Quizzes to New Quizzes](#). Go to the **Quizzes** page. Use the **Options** menu for the quiz and select **Migrate**.
- [Bulk migrate all Classic Quizzes to New Quizzes](#) at one time during the course import process for next semester's courses by clicking the **Convert content to New Quizzes** box.
 - During bulk migration, all Classic Quiz question banks are converted to item banks in the [This Course filter](#) on the **Item Banks** page linked in the Course Navigation menu.
- [Migrate individual Classic Quiz question banks into a New Quiz item bank](#) by exporting a Classic Quiz with all questions from the question bank as a QTI zip file and importing into an item bank.

Using Item Banks

- Item banks are a collection of available questions that can be used in any New Quiz. They are accessed through the **Item Banks** link in the Course Navigation menu.
- Recommendation: [Build out your item bank](#) before adding questions to your quizzes.
- Item banks allow you to [share item banks with other instructors](#) or to another course, [select a random set of questions](#) to include in a quiz, and [add tags and metadata](#) to filter and search questions by difficulty level, topic, or outcome when building a quiz.
- You can [add questions to a new or existing item bank](#) that you've created in a New Quiz, or you can [import questions from a QTI zip file](#) into an item bank.

Creating a New Quiz or Survey

- [Create a New Quiz](#):
 - Click the **Quizzes** link in the Course Navigation menu,
 - Select **Add Quiz/Survey**,
 - Choose New Quizzes as the quiz engine, and check the **Remember my choice for this course** box to choose the New Quizzes quiz engine for future quizzes.
 - Add quiz details including the quiz name, quiz type (Graded Quiz, Graded Survey, Ungraded Survey), points, and due date.
 - Click **Save**.
- [Add content to the quiz](#):
 - Click the **Build** button,
 - Edit the title and description of your quiz on the **Build** page,

- Click the **Add** button to select a question from an Item Bank or to choose from different quiz question types (e.g. Multiple Choice, True/False, Essay, etc.).
- [Create a quiz question](#):
 - Add a **Question Title** (not seen by students),
 - Type the **Question Stem** (the question or problem students will see),
 - Enter the answer choices,
 - Choose settings and points,
 - Click **Done** to save.
- [Manage quiz settings](#) from the **Build** page by selecting the **Settings** tab. This includes shuffling answers, setting a time limit, allowing multiple attempts, and more.
- [Preview the quiz](#) to ensure the quiz functions as intended.

Accommodations, Grading, and Reports

- Add accommodations for a student by selecting the **Moderate** tab on **Build** page.
- [Add course-level accommodations](#) for a student by clicking the link on the student's name; these accommodations will be applied to all New Quizzes in the course.
- [Add accommodations for a specific quiz](#) by selecting the **Edit** button for a particular student.
- Individual student responses for a Graded Quiz or Graded Survey can be seen in SpeedGrader.
- [Use SpeedGrader](#) to revise scores for questions graded automatically or to manually grade essay and file upload questions.
- If you need to [change the correct answer or point value for a question](#), use the **Regrade** button below the question from within the SpeedGrader.
- [Use fudge points in SpeedGrader](#) to manually add or remove points from a student's score.
- [Quiz and item statistics](#) for a Graded Quiz or Graded Survey can be viewed by selecting the **Reports** tab on the **Build** page.

Things to Remember

- You can distinguish the two quiz activities by their icons:  for Classic Quizzes and  for New Quizzes.
- The [Hot Spot question type is not accessible](#), so avoid using this in your New Quizzes to ensure your course content is accessible to all students.
- By default, students can view their quiz results and correct answers. To [restrict results](#), use the **Settings** tab in the **Build** page.
- [Graded and ungraded surveys](#) both collect student feedback and can be anonymous; graded surveys award points for completion rather than correctness.
- New Quizzes allows you to [print an answer key or a blank quiz](#) either on paper or as a PDF.
- [Use Ignite AI to generate multiple choice quiz questions](#) by indicating existing course content, entering text or uploading files.

Learn More

- Consult the [Canvas Instructor Guides](#) for updated information on how to use Canvas.
- Find on-demand resources and support at [LEAD's Teaching and Canvas Help webpage](#).
- Register for live [LEAD faculty trainings on Griz Hub](#) for focused training on using Canvas.

For further assistance, please contact the LEAD instructional designers at LEAD@umontana.edu.