**Elsevier Adaptive Quizzing (EAQ) Classic: Creating a Mastery Quiz**

**Introduction:** Mastery quizzes measure the level of mastery a student has achieved on a specific topic or content area. Students are quizzed on a topic and given a varying number of questions, based on student performance, until the desired mastery level is achieved. These quizzes report to the gradebook as a Pass or Fail depending on if the student has achieved the required Mastery level prior to the due date.

**Purpose:** This guide demonstrates how to create mastery quizzes in the classic version of Elsevier Adaptive Quizzing (EAQ).

Follow the steps below to create a mastery quiz.

1. Open your Elsevier Adaptive Quizzing (EAQ) course.
2. Click on the **Assignments** tab from the menu to the left of the screen.

3. Click on **+ New Assignment**. The **New Assignment** window displays.

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4. Ensure **Mastery** is selected.

5. Select a topic for your quiz from the drop-down box.

**NOTE:** The topics available may vary based on the specific EAQ product being used. Questions are pulled from all topics added to the quiz. It is recommended to use one topic per quiz to ensure mastery of each specific topic.

6. Select a sub-topic, if applicable.
7. Click on **+ Add Topic** to add additional topics. (Optional.)
8. Click on **– Remove** to delete or remove any topics. (Optional.)

9. Enter a title in the **Assignment Title** field. Give your assignment a title that reflects the content of the quiz and is unique from other quizzes in your course.

10. Select **Study Mode** or **Exam Mode**. In **Study Mode**, students can immediately see the answer and rationale to a question directly after submitting their answer, and then again at the end of the quiz. In **Exam Mode**, all answers and rationales are held until the end of the quiz.
11. Select **Graded** or **Ungraded**. **Graded** quizzes require you to choose a gradebook category for this assignment. For **Ungraded** quizzes, you are still able to view the results of the quiz, but these results do not pass to your gradebook.

12. If **Graded** is selected, then select the appropriate gradebook category from the **Select Gradebook Category** drop-down menu.

**NOTE:** If you have not added categories in your gradebook, select **Add New Category** to create one. You are asked to name this category and give it a weight if necessary. Once created, you can select this category for other quizzes in the future.

13. Edit the number in the **Points Possible** field. (Optional.)

**NOTE:** Mastery quizzes do not display a point value in the gradebook, however, these points are calculated in the students’ overall grade.
14. Select the level of mastery you want your students to obtain on this quiz. There are three levels of mastery.

<table>
<thead>
<tr>
<th>Level of Mastery</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1</td>
<td>For the student beginning to learn the material. This level provides the student with easier recall and recognition type of questions on this topic.</td>
</tr>
<tr>
<td>Level 2</td>
<td>For the student who is progressing toward a higher level of mastery on the topic. This level is for the student that can interpret or analyze information beyond a basic level.</td>
</tr>
<tr>
<td>Level 3</td>
<td>For the student who is prepared to answer the highest level of questions requiring critical thinking, judgment, and evaluation of the topic.</td>
</tr>
</tbody>
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**NOTE:** It is recommended that faculty assign quizzes at a lower level before progressing to higher levels on a specific topic if the topic is new or unfamiliar.

15. Select which students see this quiz. You can select **All Students**, **Selected Teams**, or **Selected Students**.

<table>
<thead>
<tr>
<th>Selection</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) All Students</td>
<td>All students can see view quiz.</td>
</tr>
<tr>
<td>b) Selected Teams</td>
<td>If you have created teams in your roster, click <strong>Selected Teams</strong> and click the specific team who should view this quiz.</td>
</tr>
<tr>
<td>c) Selected Students</td>
<td>Select specific individuals to be the only students to view this quiz.</td>
</tr>
</tbody>
</table>
For both **Selected Teams** and **Selected Students**, clicking on the name of the team or student in the left column adds them to the column on the right. Only the team(s) or name(s) on the right have permission to view the quiz.

16. Select a **Start Date** and Time.
17. Select a **Due Date** and Time.

**NOTE:** The students are not able to see the quiz prior to the start date and time. Also, they are NOT able to make submissions after the due date has passed.

18. Click **Assign**. This quiz is now assigned.

Congratulations! You have created a Mastery quiz. The quiz appears in your **Assignments** list and is sorted according to due date. You can view the title, start and due date, quiz type, level, mode, and gradebook status from this view, and have the Edit option available here if any changes are needed.