How to create questions in Feedback

Moodle Help & Support

This refers to Moodle 3.4 from December 2018 onward

How to: Create questions in Feedback

Once you have added a Feedback activity to your module you'll need to create the questions for students to answer. The list of questions is similar to a Quiz but limited to feedback relevance. For a description of each question type see below.

Adding a question

- In your module click on the Turn editing on button (top right)
- Scroll to the Feedback activity you have created and click on the title of the activity
- Choose the Edit questions tab
- In the Content section select a question type from the drop-down list provided. Once selected, a new screen will load which will allow you to enter your question and choose from a range of settings.

Question content types (moodle.org)

- Longer text answer - This option is for creating a text box (you specify how big it will appear in rows and columns) which people can write a long text based answer into. This will give you qualitative results requiring manual collation and analysis.
- Multiple choice - This will either give you a series of radio buttons or a drop-down list of options, which starts on 'Not selected' and then has your options afterwards. Only one option can be chosen. ‘Not selected’ is a valid answer if the question is not set to 'required'.
- Multiple choice (rated) - This requires the same setup as the Multiple choice question type above, but instead a student can select an option that has a numerical rated value next to it.
- Numeric answer - Here, you ask a question which must have a number as an answer and specify the acceptable range e.g. “Which level of study are you? (please specify 0-5)”. The range can be set when creating the question. The range is not automatically placed in the question but it is recommended that you state this in the question text as it is helpful for students.
- Short text answer - This option lets you specify a single line answer, with an input box which is a set number of characters long (you choose). You also specify the maximum number of characters you will accept, so that the answer is not too long and/or does not run over the length of the box on screen.

Non-question content types (moodle.org)

These are for enhancing your Feedback survey with further information and aesthetically.

- Add a page break - This allows you to create separate pages. useful if you have many questions to pose to students as it helps to break them up and reduce scrolling.
• **Captcha** - This is a test to make sure a real person is filling in the form and not an automatic spamming program of some sort. Asks a person to write out some distorted text which is displayed on screen. You normally won't need this unless you find you are getting spammed a lot.

• **Information** - This allows you to choose to display one of three types of information: the time of responding, the course and the category where the feedback is located.

• **Label** - Like a standard Moodle label, this allows you to add separate sections of text between questions allowing for extra explanation or to divide the Feedback into sections with headings and images, for example.

### Question settings explained (using multiple choice)

**Required:** Does the question require a response?

**Question:** Enter your question text here

**Label:** This is not visible to students. It is a short name for the question. It appear in the 'dependence item' list (see below)

**Multiple choice type:** 3 question subtypes available

**Adjustment:** Arrangement of options

**Hide the “not selected” option:** Inclusion of 'not selected' is important if some questions do not require a response

**Do not analyse empty submits:** This relates to the show of 'not selected' in results

**Multiple choice values:** This is where you write the options. A separate option per line is required

**Dependence item:** Questions that will only show depending on the answer provided in another question. E.g. "Were the lecture slides helpful? If no, state why". The ‘why’ question would depend on the ‘handouts’ question, value ‘no’

**Dependence value:** See above

**Position:** Order of question

Once you have filled in this information, click on the **Save question** button at the bottom of the page. It will then show a preview. You can make edits to the question using the icons on the right.

### Similar tutorials

The following other resources are also relevant to this topic:

- How to create questions in Feedback
- How to create dependent questions in Feedback
- How to add a Feedback activity