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## BUSI 1110 & 1215 – Completing Your Weekly Moodle Quizzes

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### How to Complete Your Moodle Quizzes from a Tutor's Perspective

Your weekly quizzes are found on Moodle ([courses.kpu.ca](http://courses.kpu.ca)). As the name suggests, you will be responsible for completing these quizzes weekly on the assigned chapter of the week. The quizzes are worth 20% of your overall grade.

### What to Expect for Format and Time

The quizzes each contain 20 multiple choice questions that relate back to the assigned chapter(s) that week. Each question will have 5 options - A, B, C, D, and E. You will have 30 minutes to complete the quiz, which gives you an average of 1.5 minutes per question.

To help with timing issues, I recommend you practice the following tips:

- Read each question. If you can't remember or are feeling overwhelmed by that question, flag it, and move on.
- Try covering up the answers as you read the question. Come to an answer on your own, and then select the one most like it from the options.

The questions may vary in length, but they will all ask you to apply your knowledge. Some will be simple definition questions, and others will be longer hypothetical scenarios. It is important you take advantage of the resources available to you while taking the quiz to perform well.

### How to Use Your Resources

The weekly quizzes are open-book. This means that you can use your textbook, the PPT lecture slides, and notes from the lecture. Despite having access to these resources, you still are limited by time. So, below are some tips to help you quickly navigate your resources during quiz time:

1. Prepare your notes in front of you before starting.
2. If you have multiple devices, have the quiz open on one device and the e-textbook on the other.
3. Use the search function of the e-textbook by looking up key words from the question.
4. If your device supports the split screen function, have the quiz on half of the screen and the e-textbook on the other half.

The quizzes are a chance to test your knowledge of the key course concepts with the support of your notes and textbook. Use them to your advantage.

### Why You Should Complete the Quizzes

Why is it important to complete these quizzes? Take, for example, a student that finishes their final exam with a 70% overall before considering the quiz marks. If this student completed only 1 or 2 quizzes, leaving the rest of the quizzes at a 0%, their mark will fall from 70% to 58%. That is a difference of 3 letter grades!

**Remember:** any mark (even a 50%) is better than the 0% you will get if you fail to do the quizzes.

Preparing for the quizzes does not need to take hours of your time; you have your notes and the textbook to help during the quiz. The quizzes give you the opportunity to practice the concepts and contribute to your overall grade. There is a cumulative effect; with a little bit of weekly work, you can support your mark and write your exams feeling confident with the concepts!