Weekly Quick Check Quiz Overview

You will be furnished with a web link to take the Quick Check Quiz online each week. Look for these links in the learning object for the week at the course website. This quick check will not be proctored. However, there will be a time limit of 20 minutes to take the quick check. There are 15 questions on the quick check each week (7 True/False and 8 Multiple/Choice). Each is worth up to 15 points. If you are not finished within the allotted time, the test software will close the session. No additional time will be given. Be sure to find a quiet location to take the quick check where you will be uninterrupted for at least 20 minutes. This is important because the timer on the quick check cannot be stopped once you have started the session.

**IT IS STRONGLY SUGGESTED YOU COMPLETE ALL READINGS FOR THE WEEK PRIOR TO TAKING EACH QUICK CHECK!**

You may use your textbook during the quick check for reference as needed. The quick checks are based off of the textbook reading material you are required to complete each week.

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**Action Items**

1. Complete **ALL** readings for this week as posted at this container. **PLEASE DO THIS PRIOR TO TAKING THE QUICK CHECK QUIZ!**

2. Complete the Quick Check Quiz online by the **stated due date for this assignment**.

3. Click on the link for this week’s quick check which should be available to you in the weekly reading and quick check container.

4. Read the **Assessment Agreement** and click on the "I Agree > " box if it appears. A new "Assessment Login" screen will appear.

5. Sign into the quiz using your first and last name and your **Franklin University student e-mail address**. **Failure to use your Franklin University student e-mail address will result in no credit for the quiz.** This option may or may not be required for this class.

   **WARNING:** This is a timed assessment. Your 20 minute time allotment will start upon clicking the "Login >" button in the lower right portion of this window. *The Time Remaining indicator will appear in the upper right corner of each page.*

   A new "Confirm Login Information" screen will appear.

6. Confirm your login information (remember, your time has started, so do this quickly). If correct, click the "Start Answering Questions >" button and proceed to start taking the quiz. If not, click the "< Back to Login" button to make any corrections.
Remember, you will only have 20 minutes to complete this quiz! Be sure to take it in a quiet location where you will not be disturbed or interrupted.

7. **Proceed through each of the 15 questions on the quick check by entering the appropriate answer and clicking on the "Next Page >" button to proceed to the next question** (There is also a "Review Later" option next to the question which you can select that allows you to skip that question and come back to it later.).

8. **NOTE:** You are allowed to skip questions and come back to them (by clicking on the "View Marked Questions" button that appears on the screen with the LAST question of the quiz, you will be able to go back and answer those questions you have marked for review or that you gave no answer to during the progression of the quiz).

9. When you are finished reviewing your quiz answers, click on the "Finished >" button in the lower right corner of the screen.

10. A pop-up box will appear asking you if you are sure you want to exit the quiz. Click the "OK" box if you are. A new "Assessment Summary" screen will appear with your percent correct on the quick check posted there.

11. The assessment summary page will display your name, email address, time started, time ended, amount of time taken, and grade/result (%) .

12. Click on the "Logout" button to log out of the assessment tool. A pop up box will appear asking you if you are sure you want to close this tab. Click "Yes".