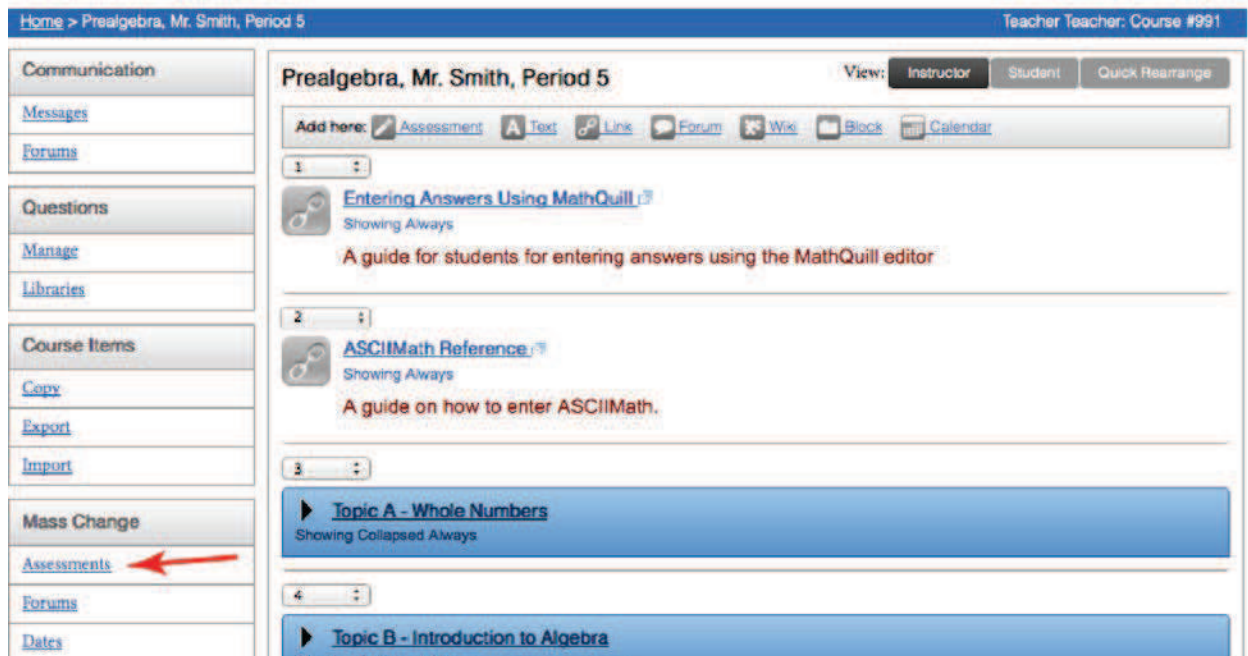


## How to: Make a change in multiple assessments...

1. From the main course page, click on the “Assessments” link under the “Mass Change” header.



The screenshot shows the XYZ Homework interface for the course "Prealgebra, Mr. Smith, Period 5". The interface is divided into a left sidebar and a main content area. The sidebar contains several sections: "Communication" (Messages, Forums), "Questions" (Manage, Libraries), "Course Items" (Copy, Export, Import), and "Mass Change" (Assessments, Forums, Dates). A red arrow points to the "Assessments" link under the "Mass Change" header. The main content area shows the course title and a "View" dropdown set to "Instructor". Below this is an "Add here:" section with icons for Assessment, Text, Link, Forum, Wiki, Block, and Calendar. The main content area displays a list of items: 1. "Entering Answers Using MathQuill" (Showing Always) with a sub-item "A guide for students for entering answers using the MathQuill editor". 2. "ASCIIMath Reference" (Showing Always) with a sub-item "A guide on how to enter ASCIIMath.". 3. "Topic A - Whole Numbers" (Showing Collapsed Always). 4. "Topic B - Introduction to Algebra".

2. Select the assignments you wish to change. By default, all assessments start out as checked.
  - a. You can select “Check: None” to clear all the assignments.
  - b. If you select a block name, it will select all the assignments in that block. (e.g. Selecting “Topic A” will select A.1, A.2, etc., Selecting “Chapter 1” will select 1.1, 1.2, etc.

## Mass Change Assessment Settings ?

This form will allow you to change the assessment settings for several or all assessments at once.

**Be aware** that changing default points or penalty after an assessment has been taken will not change the scores of students who have already completed the assessment.

### Assessments to Change

Check: [All](#) [None](#) Check by gradebook category:

- Topic A - Whole Numbers
- A.1
- A.2
- A.3
- A.4
- A.5
- A.6
- A.7
- A.8

- Once you've selected the assignments you wish to change scroll down to the "Assessment Options" and select the setting or settings you wish to change by checking the box next to them on the left. This will cause that row to turn grey. (Note: You may change as many options as you wish.)

| Change?                             | Option  | Setting  |
|-------------------------------------|---|--|
| <input type="checkbox"/>            | Summary: Copy from:                             | A. Review  |
| <input type="checkbox"/>            | Copy instructions from:                         | A. Review  |
| <input type="checkbox"/>            | Copy Dates and Times from:                      | A. Review  |
| <input type="checkbox"/>            | Show:   | <input type="radio"/> Hide<br><input checked="" type="radio"/> Show by Dates       |
| <input type="checkbox"/>            | Copy end of assessment messages from:           | A. Review<br><i>Use option near the bottom to define new messages</i>              |
| <input type="checkbox"/>            | Copy remaining options from:                    | A. Review  |
| <input type="checkbox"/>            | Require Password (blank for none):              | <input type="text"/>   |
| <input type="checkbox"/>            | Time Limit (minutes, 0 for no time limit):      | 0 <input type="checkbox"/> Kick student out at time limit <input type="checkbox"/> |
| <input type="checkbox"/>            | Display method:                                 | Skip Around  |
| <input checked="" type="checkbox"/> | Default points per problem:                     | 2  |
| <input type="checkbox"/>            | Default attempts per problem (0 for unlimited): | 1 <input type="checkbox"/> Reattempts different versions <input type="checkbox"/>  |

- For the items you've selected, change the setting itself on the right. (Note that the options you see on the right do not reflect any particular setting on any particular assignment. They are merely default options.)
- Scroll to the bottom and select "Apply Changes" to save your changes.

In navigation bar (Skip-Around only)

Define end of assessment messages?  You will be taken to a page to change these after you hit submit

Remove per-question settings (points, attempts, etc.) for all questions in these assessments?

