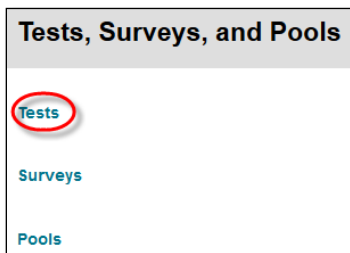


## HOW TO AWARD EXTRA CREDIT TO A TEST QUESTION

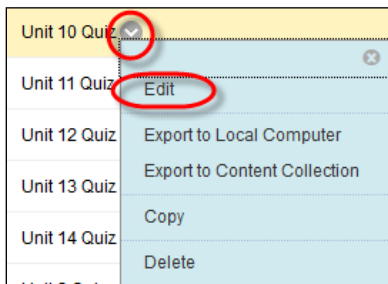
When you enable extra credit and apply it to an individual question, a correct answer results in adding the points listed in the question's Points box to the points earned for the test. An incorrect answer does not result in a point deduction. Questions designated as extra credit are removed from the total points calculation for the purpose of grading. If a student answers all questions correctly on a test with an extra credit question, he or she is awarded a score greater than 100% on the test. You enable extra credit after you create questions.

*NOTE:* The extra credit option does not appear for pools.

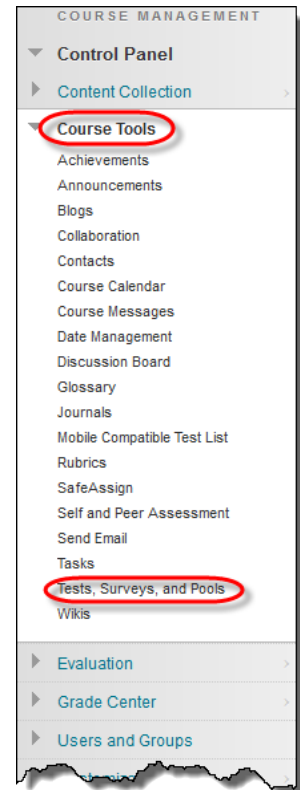
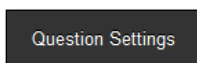
1. On the **Control Panel**, expand the **Course Tools** section and select **Tests, Surveys, and Pools**.
2. On the **Tests, Surveys, and Pools** page, select **Tests**.



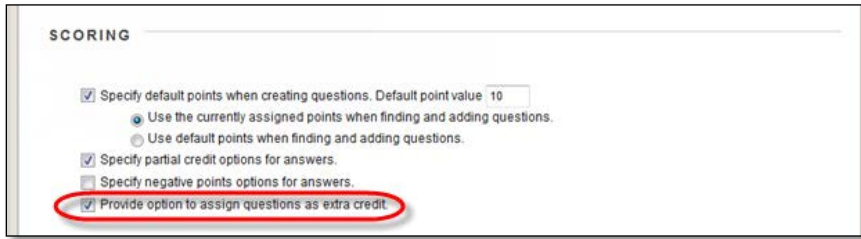
3. On the **Tests** page, access a test's contextual menu and select **Edit**.



4. On the **Test Canvas**, click **Question Settings** on the action bar.



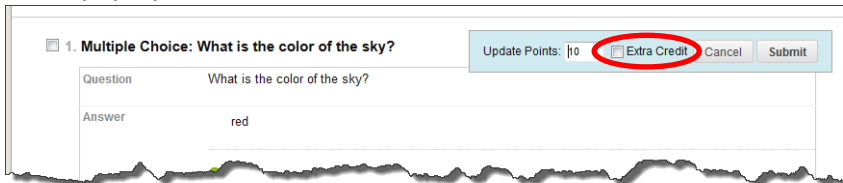
5. On the **Test Question Settings** page, select **Provide option to assign questions as extra credit**.



SCORING

- Specify default points when creating questions. Default point value: 10
  - Use the currently assigned points when finding and adding questions.
  - Use default points when finding and adding questions.
- Specify partial credit options for answers.
- Specify negative points options for answers.
- Provide option to assign questions as extra credit.

6. Click **Submit**.
7. For each appropriate question, click the **Points** box.
8. In the pop-up box, select the check box for **Extra Credit**.



1. Multiple Choice: What is the color of the sky?

Update Points: 10  Extra Credit Cancel Submit

Question: What is the color of the sky?

Answer: red

9. Click **Submit**.

To remove extra credit for an individual question, click the **Points** box. In the pop-up box, clear the **Extra Credit** check box. You may disable extra credit for the entire test on the **Test Question Settings** page.

Tip: If you make extra credit available, mention it in the question or in the test instructions.