

The HUB Saving Content from a Quiz

This document describes how to save teacher or campus-created content from the HUB. This content can be used to recreate courses on Canvas. Courses created by the district will be saved and recreated in Canvas by the Curriculum Department and other Central Office staff.

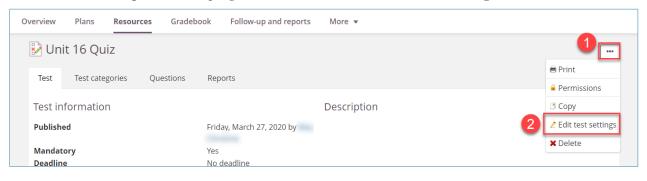
Go to Your HUB Course

Begin by going to the HUB Course Quiz or Test you would like to save. Once you are in your course, go to **resources** and click on the **quiz or test**.

| II itslearning X + | | | ~ - a × |
|--|--|------------|-----------|
| ← → C ☆ houston.itslearning.com/ContentArea/ContentArea.aspx?LocationID=1093536&Location | 🕒 Guest 🗄 | | |
| to Home Courses Groups Calendar Library Admin Apps and Tools | Digital Resources A4E Dashboards Email Service Desk FAQs | | ۲ 😌 😍 |
| Spring Biology A1/B1 Overview Plat Resources Gradeb | ook Follow-up and reports More 👻 | | 🛓 👻 🛛 Add |
| 🛃 Unit 16 Quiz | | | |
| 2 Test Test categories Questions | Reports | | |
| Test information | Description | | |
| Published | Friday, March 27, 2020 by | | |
| Mandatory | 153 | | |
| Deadline | No deadline | | |
| Standard | ⊙ SCI.9-11.12.A | | |
| Status | Active Deactivate | | |
| Participants not submitted | 0 | | |
| Max score | 15 | | |
| Publish test results for participants to view Duration | | | |
| Duration | 15 | | |
| Review test | | | |
| Results: | | | |
| X Delete answer Filter by: All attempts 👻 | Filter by: Group - | | |
| | | | |
| Name Synchronization key | y Answered Astatus | Score Show | |
| No answers submitted | | | |

Edit Quiz or Test Settings

a. Click on the ellipsis in the top right corner. Then click on Edit Test Settings.



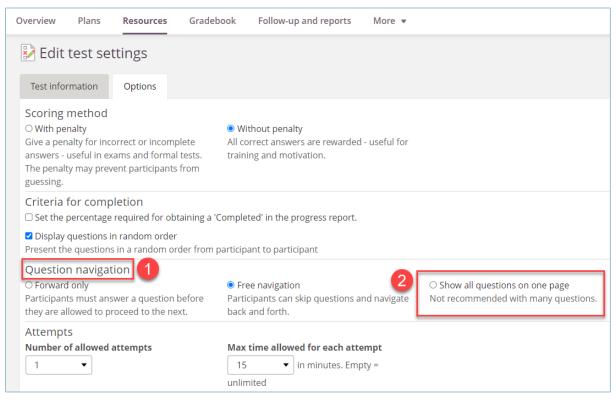


The HUB Saving Content from a Quiz

- b. Click on the **Options tab.**
- Overview
 Plans
 Resources
 Gradebook
 Follow-up and reports
 More

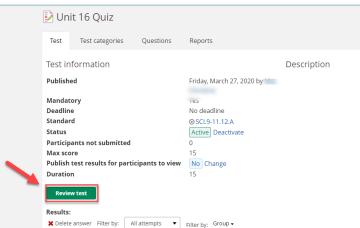
 Edit test settings

 Test information
 Options
- c. Scroll down to the Question Navigation section and click on the Show all questions on one page radial. Then click save.



Print as a PDF

a. Click on **Review Test.**



HOUSTON INDEPENDENT SCHOOL DISTRICT

Hattie Mae White Educational Support Center • 4400 West 18th Street • Houston, Texas 77092-8501 www.HoustonISD.org/InsTech • www.twitter.com/hisd_inst_tech



The HUB Saving Content from a Quiz

- b. Click on the top left corner of the quiz or test and hold down your left click button while scrolling down to the end of the test or quiz. This should highlight the entire test.
- c. Right click on the blue highlighted space.
- d. A menu will appear. Click on Print.

| Overview | Plans | Resources | Gradebook | Follow-up and reports | More 💌 | |
|----------------------|------------|-----------------|--------------------|-----------------------|--|------------------|
| Questic Match the | correct bo | dy system to th | e correct function | and/or major organs. | | |
| [| Nervous Sy | stem – | | ? | Protects internal organs Copy link to highlight Mineral storage Search Google for "Question 1 Match the correct body system to the" | Ctrl+C Ctrl+P |

- e. Choose the print destination as **Save as PDF** from the dropdown menu. Then click **Save**.
- f. Choose the location to save the document.
- g. Name the document and click **Save**.

| print | Question 1 | * | Print | | 4 pages |
|-------|--|----------|---------------|-------------|---------|
| as | Match the correct body system to the correct function and/or major organs. | | Destination | Save as PDF | - |
| F | Drag the boxes to match the answers | | Pages | All | - |
| p- | Supports and moves body Protects | | Layout | Portrait | • |
| | Nervous System = ? Mineral storage Blood formation | | More settings | | ~ |
| bave. | | | | | |
| ave | Endocrine System = ? Locomotion Heat production | | | | |
| nt. | Piruitary gland Parathyroid gland | | | | |
| nd | Integumentary System Thyroid gland Adrenal gland Thymus Pancreas Gonads | | | | |
| | Skeletal System = ? Barrier to invading organisms and chemicals Temperature | | | | |
| | control | | | 2 Save | Cancel |

HOUSTON INDEPENDENT SCHOOL DISTRICT

Hattie Mae White Educational Support Center • 4400 West 18th Street • Houston, Texas 77092-8501 www.HoustonISD.org/InsTech • www.twitter.com/hisd_inst_tech