

How do I print a quiz in New Quizzes?

You can print your quizzes in New Quizzes. You can either print a quiz key with answers shown or print a blank quiz with no answers. Quizzes can be printed on paper or saved to your computer as a PDF file.

Note: Only users who can edit quizzes can print them.

Open Build Page

[Open Build Page](#)

To print a quiz, find the quiz you want to open [1].

To open the Build page, click the **Options** icon [2] and then click the **Build** link [3].

Print Quiz

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To print a quiz, click the **Options** icon [1] and select one of the print options.

To print a quiz key with answers, select the **Print Key (With Answers)** option [2]. This option allows you to print a quiz with answers shown. The printed quiz looks similar to the New Quizzes build page.

To print a blank quiz with no answers shown, select the **Print Blank Quiz** option [3]. This option allows you to print a quiz with no answers shown. The printed quiz looks similar to the student's view while taking a quiz.

Note: The **One Question at a Time** option needs to be disabled in the quiz settings to be able to print a quiz with multiple questions.

Select Text Size

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To select a text size for the printed quiz, select a text size option [1]. You can print the quiz with medium text, large text, or extra large text. Medium text is the default size.

To remember your text size setting, click the **Remember text size setting** checkbox [2].

To open the print preview, click the **Print Preview** button [3].

Select Print Options

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New Quizzes uses your browser's print dialog window to print the quiz. You can select a different printer, and choose other printing options, such as layout, pages, and color printing options.

To print your quiz, click the **Print** button.

To save your quiz as a PDF file, select the **Save as PDF** option in your browser's print dialog window.

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