How do I reorder questions in New Quizzes?

You can reorder questions in a New Quizzes quiz using four options: dragging and dropping in the Question Navigator, using the Move icon in the quiz question, dragging and dropping in the quiz, and keyboard navigation.

Open Quizzes

Open Quizzes
In Course Navigation, click the **Quizzes** link.

Note: You can also access quizzes from the Assignments page.

Open Build Page

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To reorder questions, find the quiz you want to edit [1].

To open New Quizzes from an existing quiz, click the **Options** icon [2] and then click the **Build** link [3].

Move with Question Navigator

Move with Question Navigator
To move a question in the Question Navigator, locate the question you want to move.

Drag and Drop Question

Drag and Drop Question
Click the question's **Move** icon [1] and drag the question to the new location [2].

Drag and Drop into Quiz

Drag and Drop into Assessment
You can also move a question by dragging a question from the Question Navigator into the quiz.

Click the question’s **Move** icon [1] and drag the question to its new location in the quiz [2].

Move Question on Build Page

Move Question on Build Page

To move a question on the Build page, locate the question you want to move. Then click the **Move** icon.

Select Location

Select Location

To move the question, select the option to move to the top [1], move up one place [2], move down one place [3], or move to the bottom [4].

Move with Drag and Drop

Move with Drag and Drop

To drag and drop the question, hover your cursor over the **Move** icon [1]. Then click and hold to drag the question to its new location [2].

Drag and Drop into Question Navigator

Drag and Drop into Question Navigator

You can also move a question by dragging it from the quiz into the Question Navigator.

Click the question’s **Move** icon [1] and drag the question to its new location in the Question Navigator [2].

Move with Keyboard Navigation

Move with Keyboard Navigation

To move a question using keyboard navigation, press the Tab key until the **Move** icon is highlighted for the question you want to move.

Open Move Menu

Open the **Move** menu by pressing the Enter key (PC) or Return key (Mac). Then use the arrow keys to select the option to move to the top, move up one place, move down one place, or move to the bottom.

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