Adding a Quiz Submission to your Learning Portfolio

If the Instructor of the course has allowed, you may be able to access your Quiz submissions and bring the results into your Learning Portfolio. Bringing your quizzes back into your Learning Portfolio allows you a place to attach your classroom learning to your own learning goals as well as an opportunity to reflect on how you can improve your studying for future quizzes.

NOTE: If the Quiz has not closed, you will be able to add the Quiz submission to your Learning Portfolio, but you will not see it in the Learning Portfolio Dashboard until the Quiz closes.

To add a Quiz result to your Learning Portfolio, go into the course where you took the Quiz, then select under Assessments, Quizzes.

From the quiz list, identify the quiz you wish to add to your Learning Portfolio and from the contextual menu at the end of the quiz name, select Submissions.
On the Quiz Submissions page, you can click the button labelled Add to Learning Portfolio – this will add all attempts on the page to the Learning Portfolio.

A pop-up window will give you the opportunity to give the Artifact a new name and add tags to the item to make it easier to find in your Learning Portfolio. When you are finished, click Add.

The process of adding the quiz results may take a minute or two. Do not close the pop-up window until you receive confirmation that the Artifact was created successfully.