

Practical 9:

Google Form Quiz with Timer

Aim:

To create a quiz with automatic grading and time limit.

Objectives:

- To automate quiz assessment
- To use time limit add-on

Materials Required:

- Google Forms
- Timer add-on

Procedure:

1. Create Google Form – Open Google Forms and start a new blank form to set up the structure of your activity.
2. Convert to quiz – Enable “Make this a quiz” in the settings so you can assign points and correct answers.
3. Add 5 MCQs + 1 short answer – Insert five multiple-choice questions and one short-answer question, customizing options and points.
4. Enable 1-response limit – Turn on “Limit to 1 response” so each user can submit the form only once.
5. Shuffle questions – Activate the shuffle feature to randomize the order of questions for every respondent.
6. Add timer add-on – Install a timer add-on from the Add-ons menu to set and control the quiz duration.
7. Send link – Use the “Send” button to generate and share the form link with participants.

The screenshot shows a Google Form interface. At the top, there's a header with the title "Untitled form - Google Forms". Below the header, there are tabs for "Questions", "Responses", and "Settings". The "Settings" tab is active, showing "Total points: 12". A sidebar on the right contains icons for adding questions, responses, and settings. The main content area features a decorative background image of a desk with a notebook, pen, and coffee cup. Below the image, the title "NALS MCQ Test" is displayed in bold. A note below the title says "It is compulsory to answer all the questions!!!!!!". Another note states "This form is automatically collecting emails from all respondents. [Change settings](#)". The first question is visible: "1. Which of the following best defines a computer?". It has two options: "A device for entertainment" and "An electronic device that processes data".