



# Breeze Configuration for Cost Policy Quiz

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## Introduction

### About This Document

This document specifies the Macromedia Breeze settings used with the Quiz component of the Office of Research Administration's Cost Policy web-based content.

The documentation includes Breeze configuration instructions for:

- Presentation
- Quiz Manager
- Slide Properties
- Breeze Presenter Preferences and
- Theme Editor

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### Intended Audience

This intended audience for this document is content providers, experienced with Breeze, who wish to configure quiz content in the manner used by the Office of Research Administration for the "Cost Policy" quiz.

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### Document Scope

**This document assumes significant familiarity with Breeze and is not intended as a Breeze tutorial.** Resources for learning Breeze are available on the Macromedia website at:

<http://www.macromedia.com>

This document uses existing content (i.e., the Cost Policy Quiz) and does not illustrate step-by-step instructions for creating a Breeze quiz from start to finish. Rather, it illustrates the configuration settings as implemented in the Cost Policy Quiz.

This document does not include (PeopleSoft) settings for configuring the web-based training Activity within STARS. That information is included in the Activity Administrator Handbook, accessible via:

<http://stars.stanford.edu>

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## About the Cost Policy Quiz

### **Cost Policy Quiz Configuration**

The Cost Policy Quiz contains 31 multiple choice questions, all of which must be answered correctly in order to complete and pass the quiz.

Configuring the quiz involves entering Breeze settings for the following:

- Presentation
- Quiz Manager
- Slide Properties
- Breeze Presenter Preferences and
- Theme Editor

Instructions for these Breeze settings follow.

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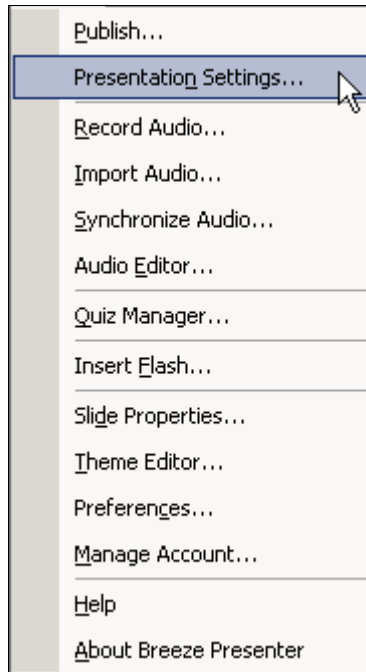


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## Presentation Settings

### Accessing Presentation Settings

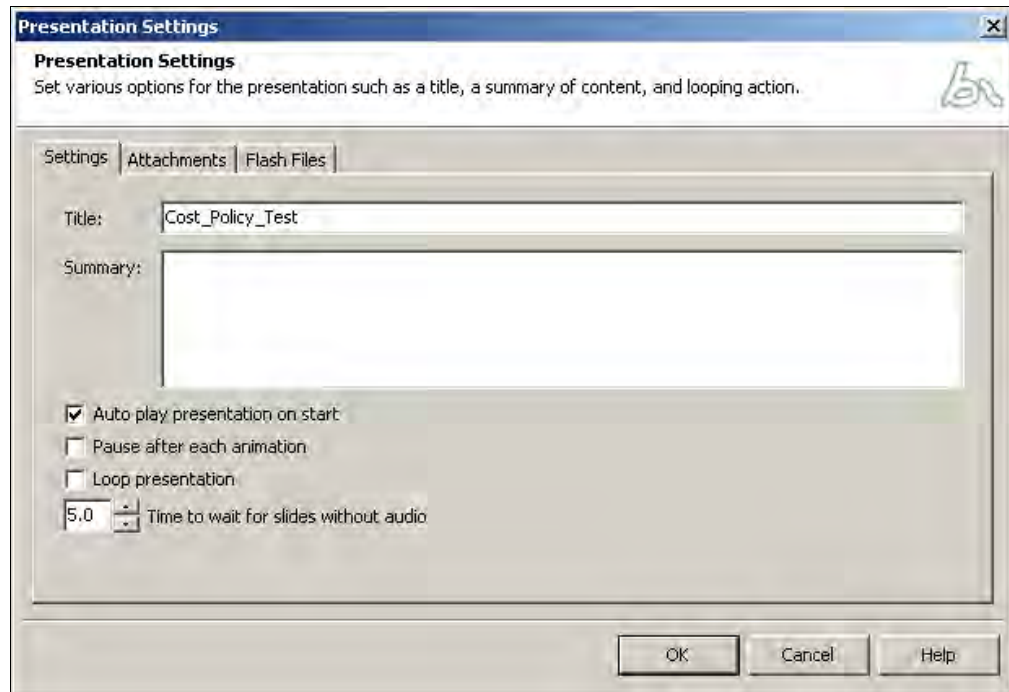
Use the following navigation to access the Presentation Settings menu:  
**Breeze>Presentation Settings...**



## Settings Tab

### About the Settings Tab

The Presentation Settings window appears.



Field	Instructions
<b>Title</b>	Enter the title of your presentation.
<b>Summary</b>	Enter a descriptive summary of your presentation.
<b>Auto play presentation on start</b>	Select this box to begin playing your presentation on start.
<b>Pause after each animation</b>	Do not select this box.
<b>Loop presentation</b>	Do not select this box.
<b>Time to wait for slides without audio</b>	The system will default to 5.0 seconds. If you think people will need more time to read the information, add the appropriate amount of seconds.



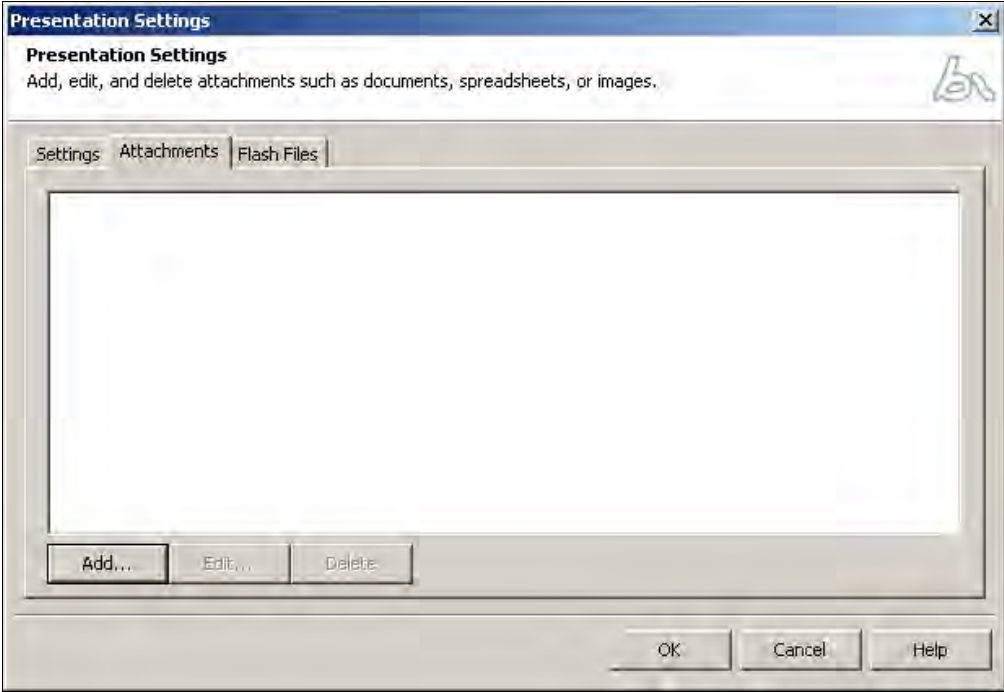
Click “Help” for additional information.

Click “OK” to save any changes.

# Attachments Tab

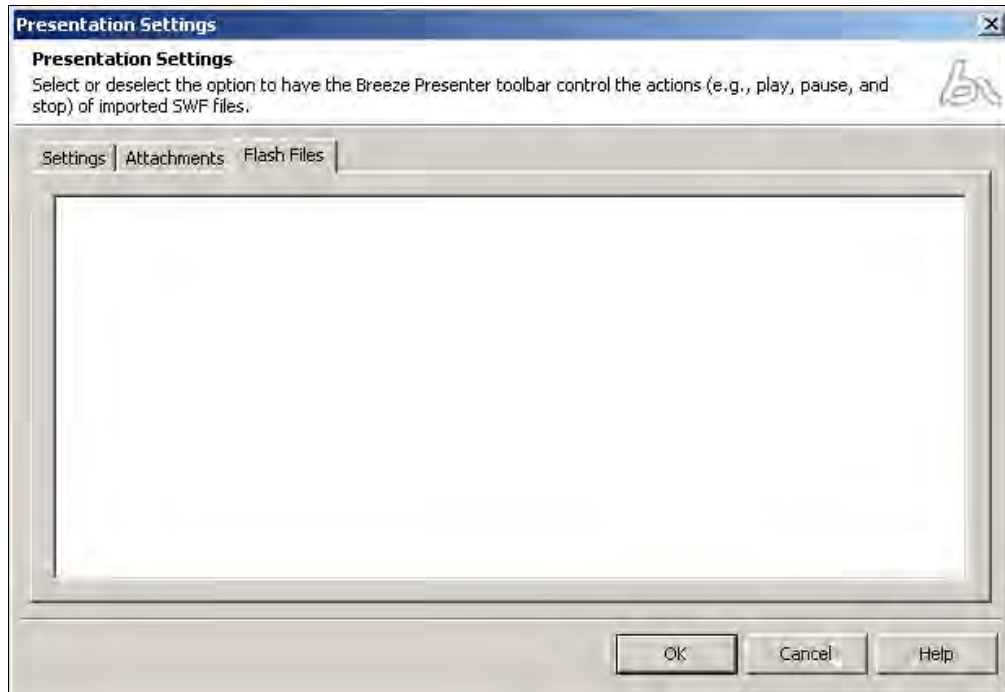
## About the Attachments Tab

This tab was not used in the configuration of the Quiz. It is included here for reference only.



## Flash Files Tab

**About the Flash Files Tab** This tab was not used in the configuration of the Quiz. It is included here for reference only.

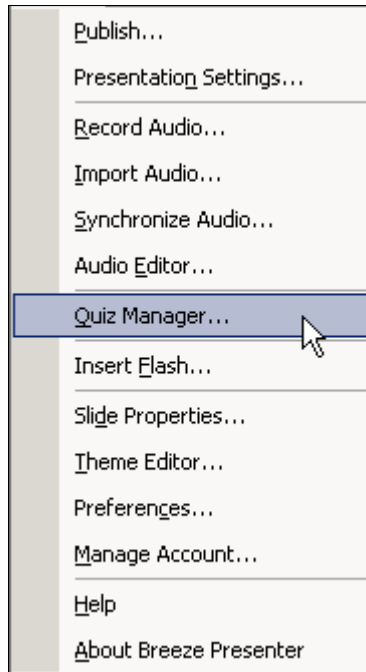


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## Quiz Manager Settings

### Accessing Quiz Manager Settings

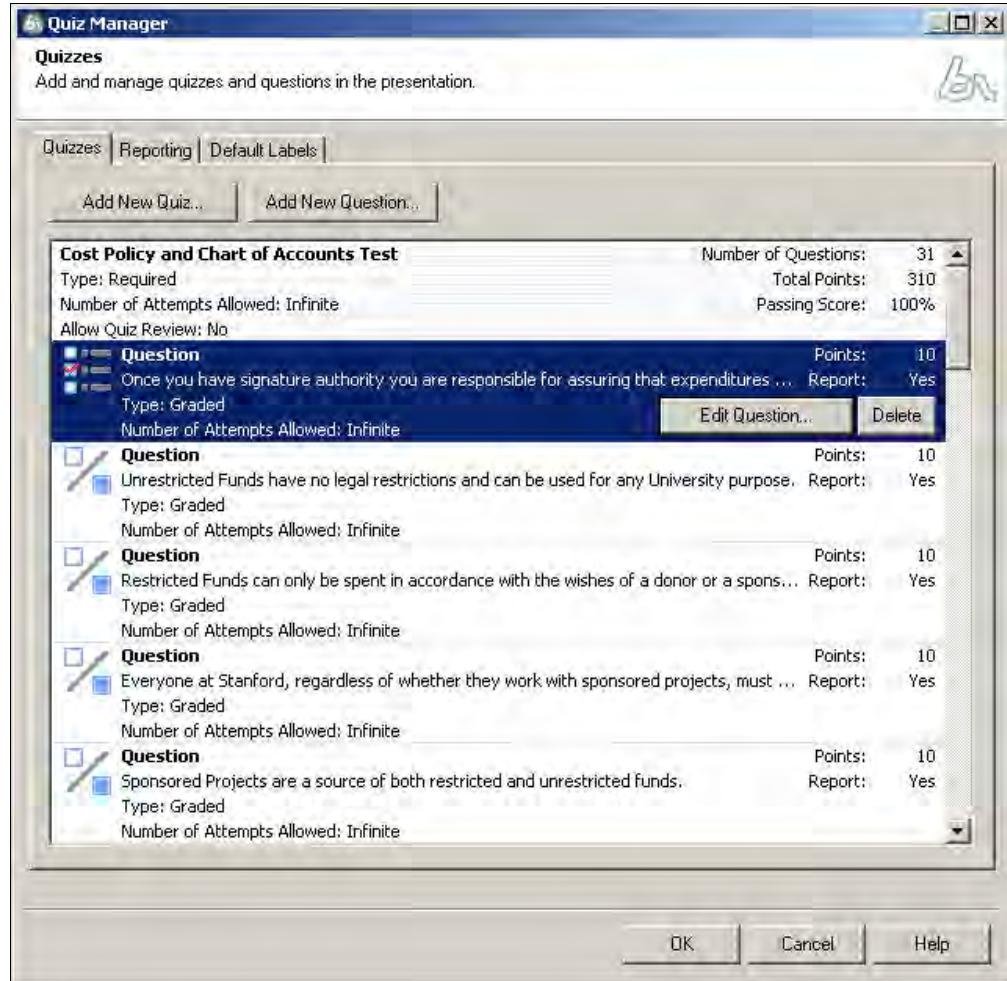
Use the following navigation to access the Quiz Manager menu:  
**Breeze>Quiz Manager...**



## Quizzes Tab

### About the Quizzes Tab

The Quiz Manager window contains settings for each quiz question. To access the settings for a question, select the question and click the “Edit Question...” button.



## Question Tab

### About the Question Tab

The settings for the selected question appears.

Field	Instructions
<b>Name</b>	Enter the name of the question. (Note: the default is “Question.”)
<b>Question</b>	Enter the text of the question.
<b>Points</b>	Select the number of points to be awarded for this question.
<b>Answers</b>	Enter the possible quiz answers (correct and incorrect) to display. Select the radio button to the left of the correct answer.



Click “Help” for additional information.

Click “OK” to save any changes.

## Options Tab

### About the Options Tab

**Multiple Choice Question**
✕

**Options**  
 Select question options such as right and wrong answer actions, what feedback messages appear, and if the question will be graded or is a survey.

Question Options Reporting

Type

Type: Graded - there are right and wrong answers

Show clear button

If correct answer

Action: Go to next slide

Go to next slide:

Play audio clip:  ▶ ⏸ ⏹ 🗑

Show correct message

If wrong answer

Allow user: 1 attempts or  Infinite attempts

Action: Go to next slide

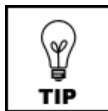
Go to next slide:

Play audio clip:  ▶ ⏸ ⏹ 🗑

Show error message  Show retry message  Show incomplete message

OK Cancel Help

Field	Instructions
<b>Type</b>	Select “Graded – there are right and wrong answers.”
<b>Show clear button</b>	Select this checkbox.
<b>If correct answer: Action</b>	Select “Go to next slide.”
<b>If wrong answer: Infinite attempts</b>	Select this checkbox.
<b>Show error message</b>	Select this checkbox.
<b>Show retry message</b>	Select this checkbox.
<b>Show incomplete message</b>	Select this checkbox.



Click “Help” for additional information.

Click “OK” to save any changes.

## Reporting Tab

### About the Reporting Tab

**Multiple Choice Question**

**Reporting**  
Establish how the presentation will report question results to your Learning Management System (LMS).

Question | Options | Reporting

Report answers

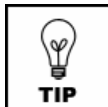
Quiz: Cost Policy and Chart of Accounts Test

Objective ID: Quiz10008

Interaction ID: Interaction10014

OK Cancel Help

Field	Instructions
<b>Report answers</b>	Select this checkbox.
<b>Quiz</b>	Enter the name of the quiz.
<b>Interaction ID</b>	Accept the default value that appears in this field.



Click “Help” for additional information.

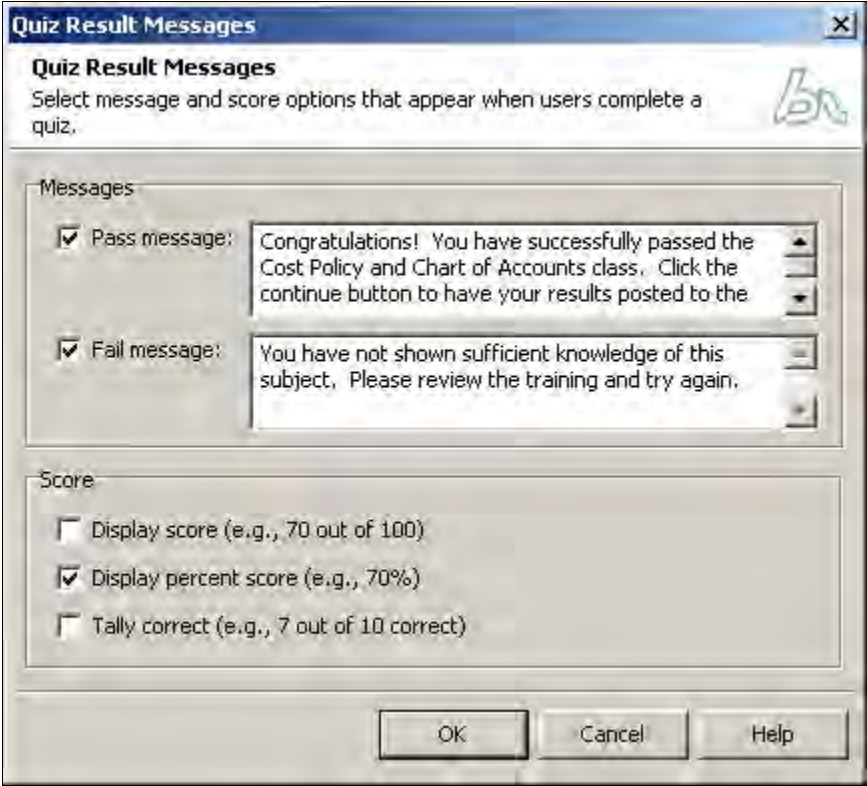
Click “OK” to save any changes.

## Quiz Settings

**About the Quiz SettingsTab** The Quiz Settings window appears.



Field	Instructions
<b>Name</b>	Enter the name of your quiz.
<b>Required</b>	Select the “Answer all – the user must answer every question to continue.”
<b>Allow backward movement</b>	Do not select this option
<b>Allow user to review quiz</b>	Do not select this option.

Field	Instructions												
<p><b>Show score at end of quiz</b></p>	<p>Select this option. Click the “Quiz Result Messages...” button and configure as follows:</p>  <table border="1" data-bbox="418 1171 1414 1413"> <thead> <tr> <th>Field</th> <th>Instructions</th> </tr> </thead> <tbody> <tr> <td><b>Pass message</b></td> <td>Select this option and enter desired text in text field.</td> </tr> <tr> <td><b>Fail message</b></td> <td>Select this option and enter desired text in text field.</td> </tr> <tr> <td><b>Display score</b></td> <td>Do not select this option.</td> </tr> <tr> <td><b>Display percent score</b></td> <td>Select this option.</td> </tr> <tr> <td><b>Tally correct</b></td> <td>Do not select this option.</td> </tr> </tbody> </table>	Field	Instructions	<b>Pass message</b>	Select this option and enter desired text in text field.	<b>Fail message</b>	Select this option and enter desired text in text field.	<b>Display score</b>	Do not select this option.	<b>Display percent score</b>	Select this option.	<b>Tally correct</b>	Do not select this option.
Field	Instructions												
<b>Pass message</b>	Select this option and enter desired text in text field.												
<b>Fail message</b>	Select this option and enter desired text in text field.												
<b>Display score</b>	Do not select this option.												
<b>Display percent score</b>	Select this option.												
<b>Tally correct</b>	Do not select this option.												



Click “Help” at for additional information.

Click “OK” to save any changes. You return to the Quiz Settings window.

Field	Instructions
Show questions in outline	Select this option.

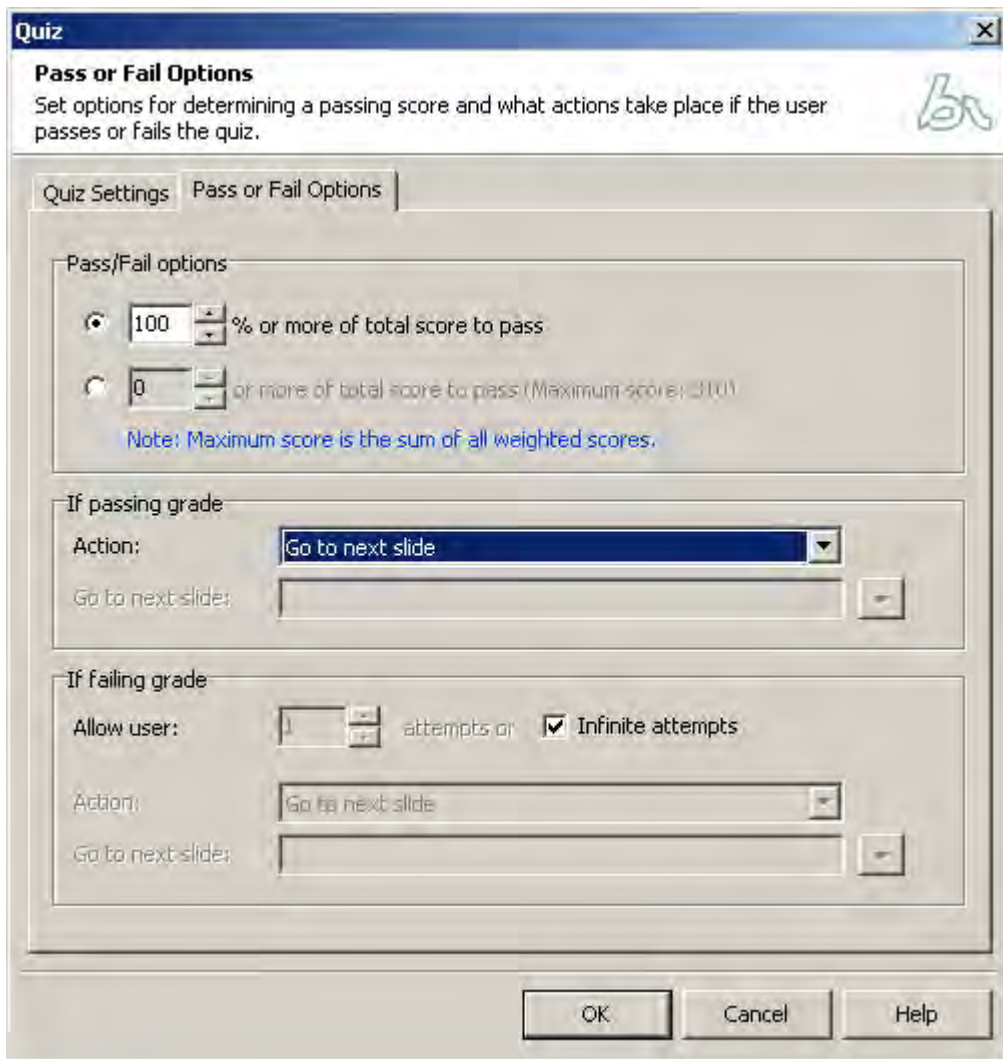


Click “Help” for additional information.

Click “OK” to save any changes.

## Pass or Fail Options Tab

**About the Pass or Fail Options Tab** Click the “Pass or Fail Options” tab.



Field	Instructions
<b>Pass or Fail Options</b>	Select “100” in the “% or more of total score to pass” field.
<b>If passing grade</b>	Select the “Go to next slide” option.
<b>If failing grade</b>	Select the “Infinite attempts” checkbox.



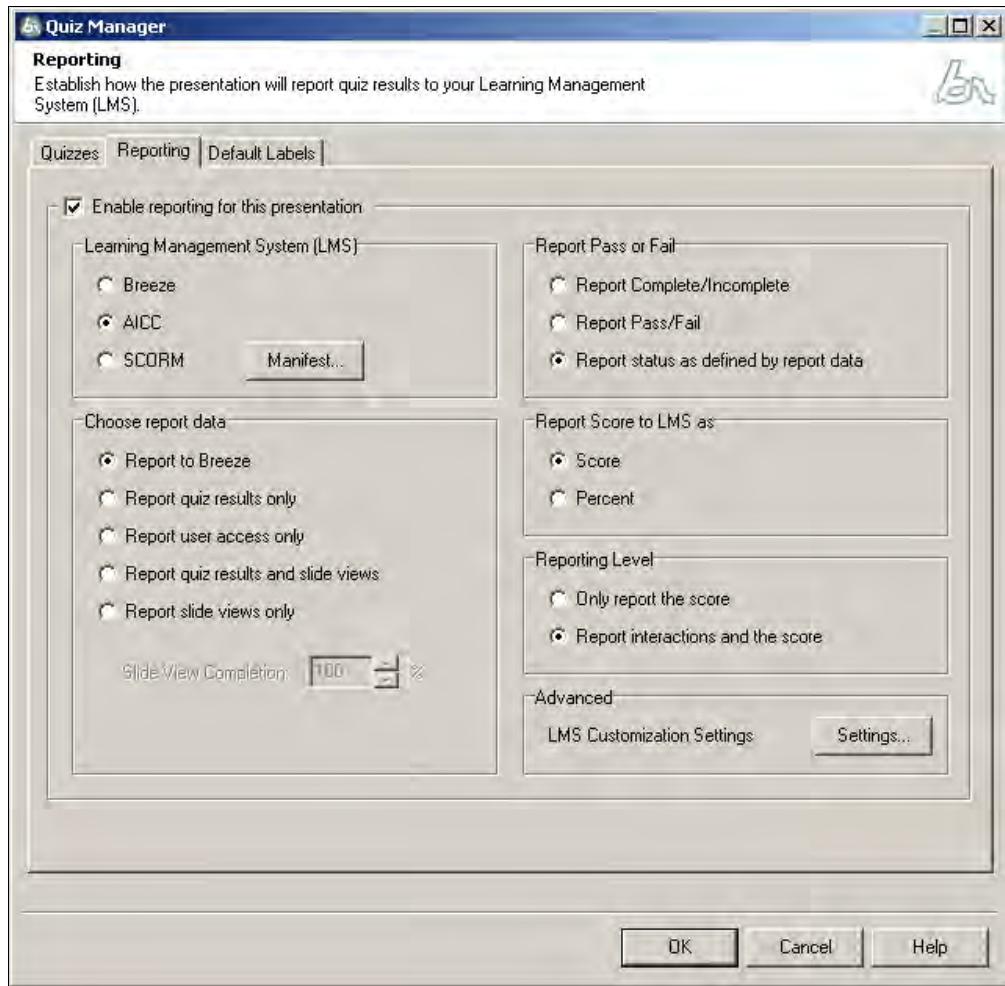
Click “Help” for additional information.

Click “OK” to save any changes.



## Reporting Tab

### About the Reporting Tab

Configure the fields on this page as follows.



Field	Instructions
<b>Enable reporting for this presentation</b>	Select this checkbox.
<b>Learning Management System (LMS)</b>	Select "AICC."
<b>Choose report data</b>	Select "Report to Breeze."
<b>Report Pass or Fail</b>	Select "Report status as defined by report data."
<b>Report Score to LMS as</b>	Select "Score."

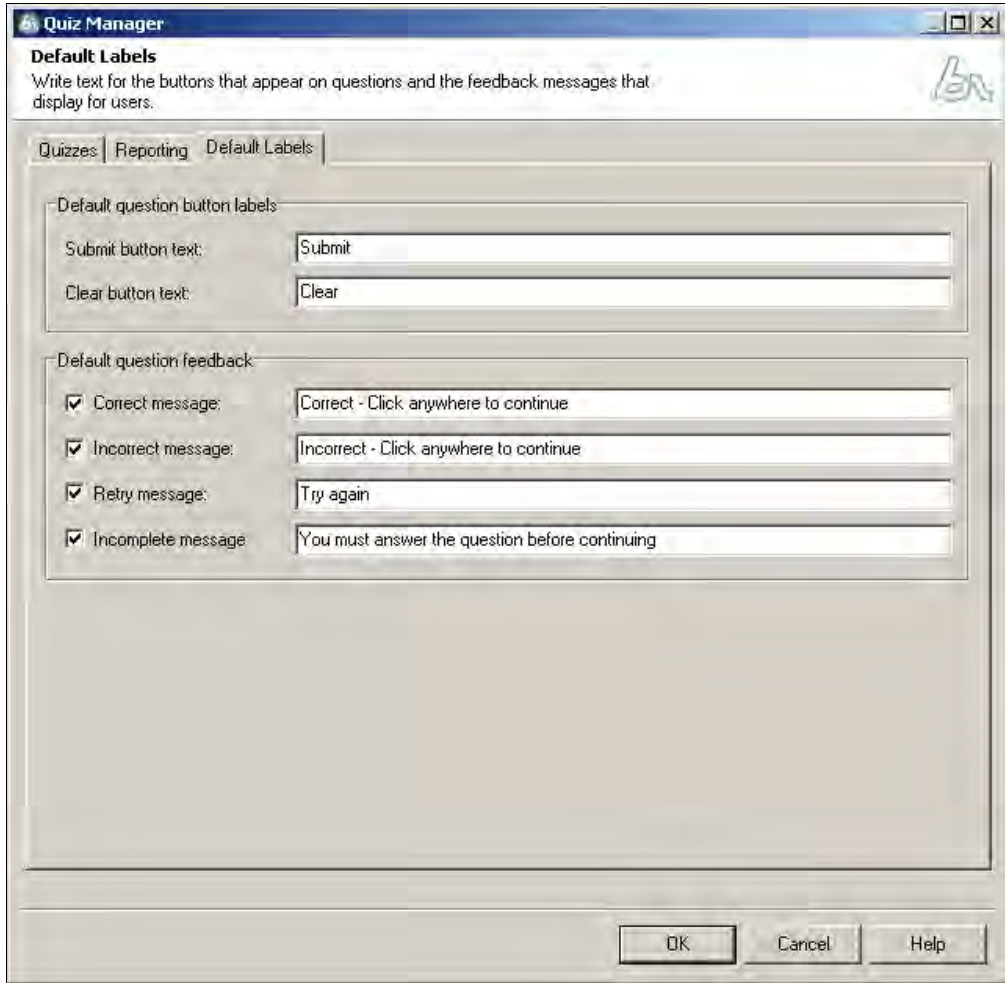
Field	Instructions						
<b>Reporting Level</b>	Select “Report interactions and the score.”						
<b>LMS Customization Settings</b>	<p>Click the “Settings...” button and configure as follows.</p>  <table border="1" data-bbox="418 961 1412 1136"> <thead> <tr> <th>Field</th> <th>Instructions</th> </tr> </thead> <tbody> <tr> <td><b>Never send Resume Data</b></td> <td>Select this checkbox.</td> </tr> <tr> <td><b>Escape Version and Session ID</b></td> <td>Select this checkbox.</td> </tr> </tbody> </table> <p> <b>TIP</b> Click “Help” for additional information.</p> <p>Click OK to save any changes. You return to the “Reporting” tab.</p>	Field	Instructions	<b>Never send Resume Data</b>	Select this checkbox.	<b>Escape Version and Session ID</b>	Select this checkbox.
Field	Instructions						
<b>Never send Resume Data</b>	Select this checkbox.						
<b>Escape Version and Session ID</b>	Select this checkbox.						

Click “OK” to save any changes.

## Default Labels Tab

### About the Default Labels Tab

Click the “Default Labels” tab and configure as follows.



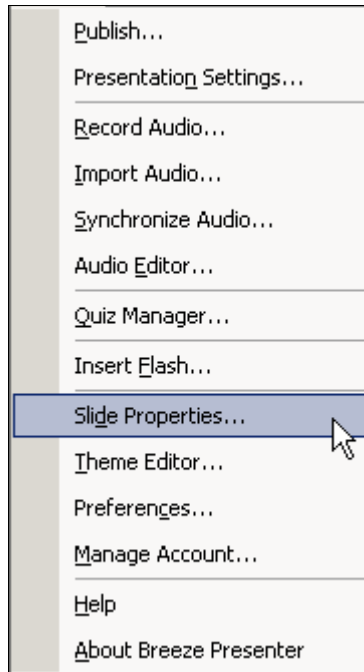
Field	Instructions
<b>Submit button text</b>	Enter “Submit.”
<b>Clear button text</b>	Enter “Clear.”
<b>Correct Message</b>	Enter “Correct – Click anywhere to continue.”
<b>Incorrect Message</b>	Enter “Incorrect – Click anywhere to continue.”
<b>Retry message</b>	Enter “Try again.”
<b>Incomplete message</b>	Enter “You must answer the question before continuing.”



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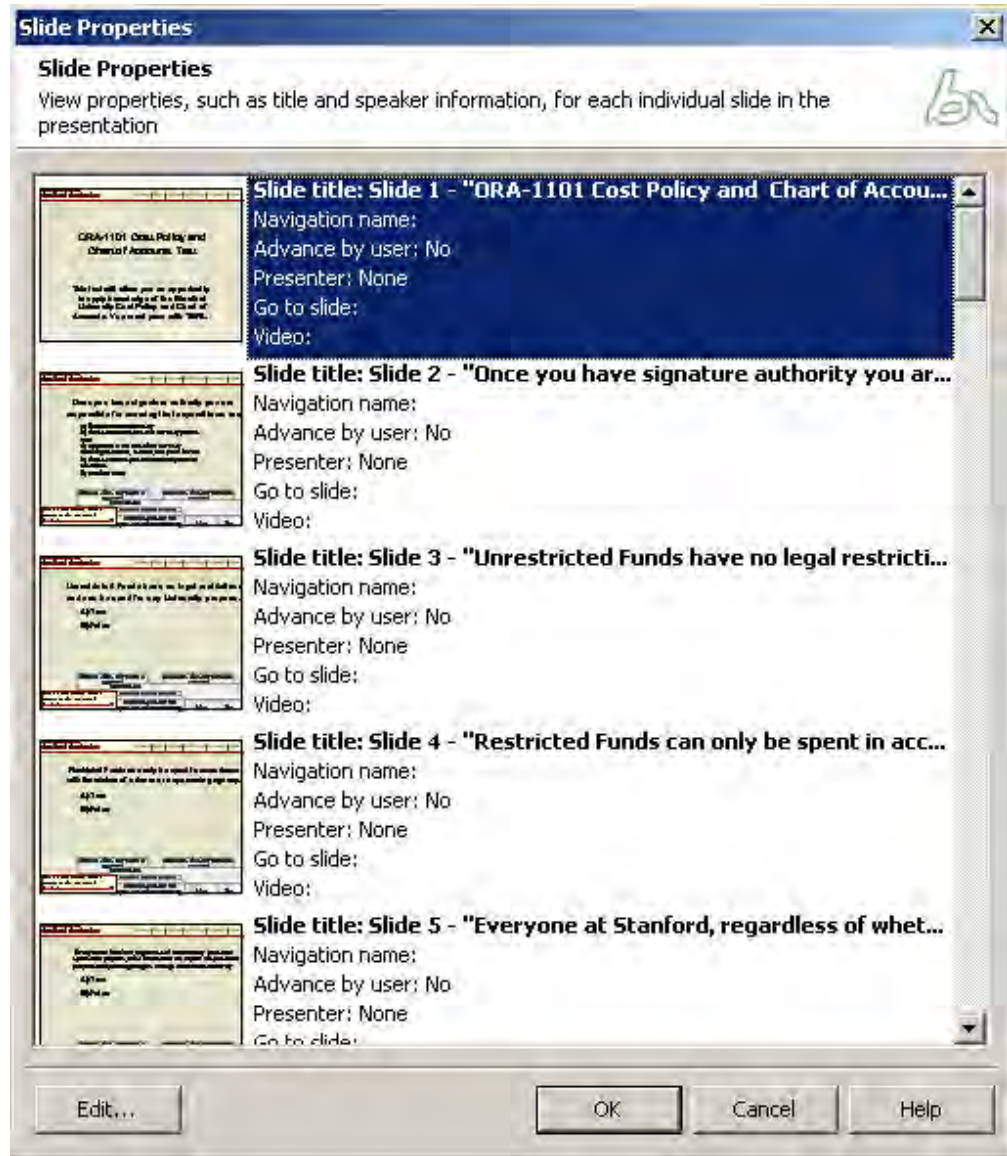
## Slide Properties Settings

**Accessing Slide Properties Settings** Use the following navigation to access the Slide Properties menu:  
**Breeze>Slide Properties...**



**About Slide Properties**

The Slide Properties window appears.



**About the Slide Property Settings**

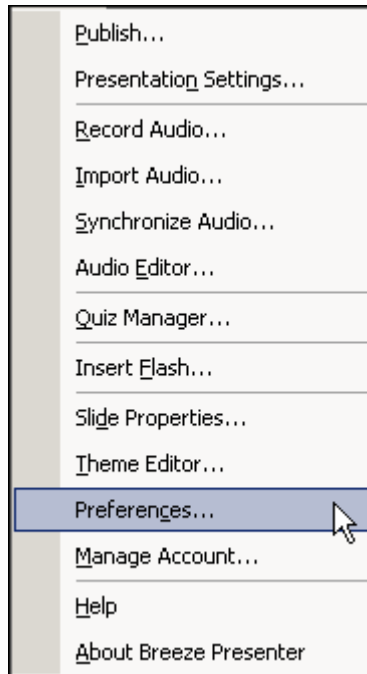
All of the slides in the Cost Policy quiz use the same settings.

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## Breeze Presenter Preferences Settings

**Accessing  
Breeze  
Presenter  
Preferences  
Settings**

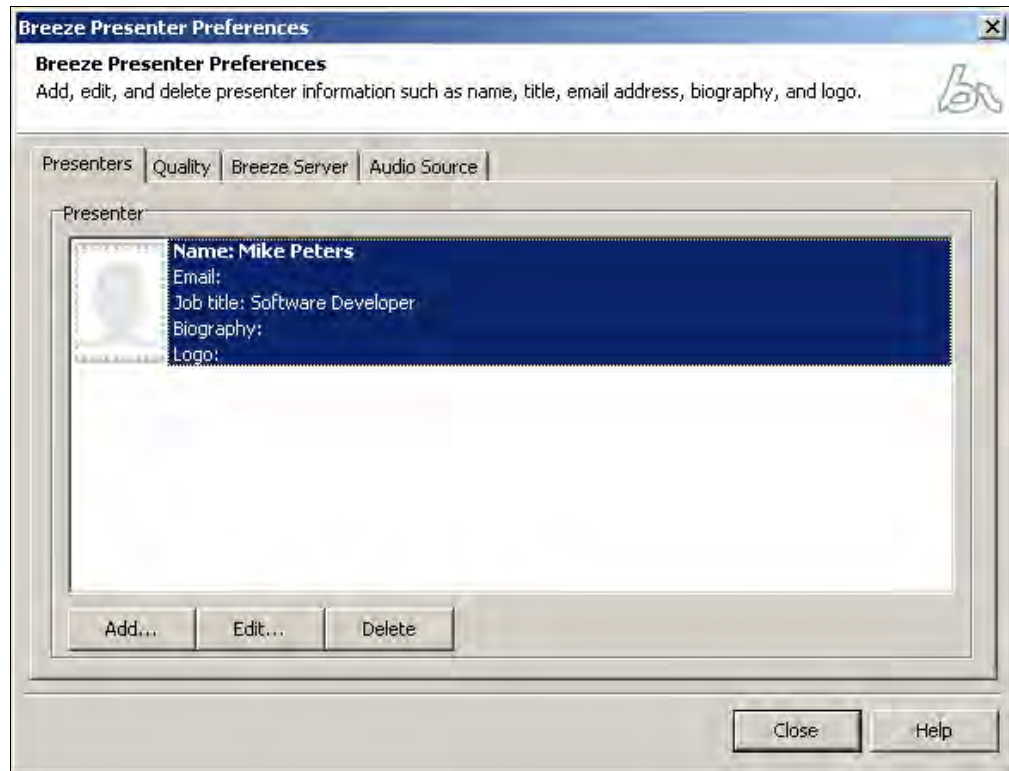
Use the following navigation to access the Quiz Manager menu:  
**Breeze>Preferences...**



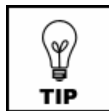
## Presenters Tab

### About the Presenters Tab

The Breeze Presenter Preferences window appears.



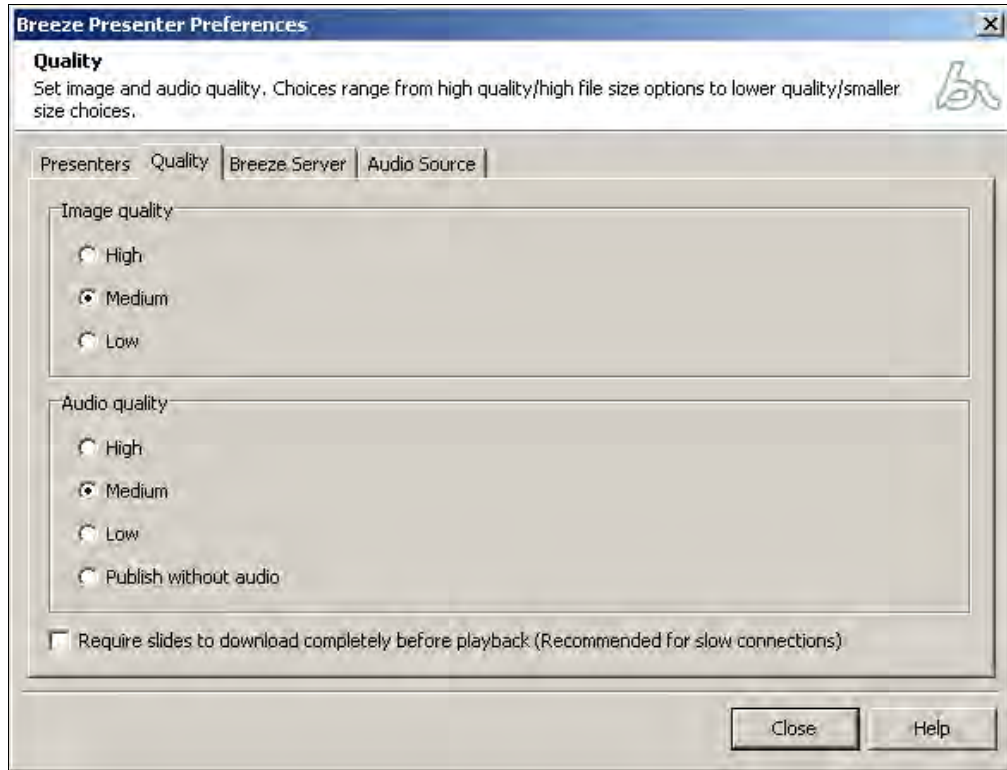
Field	Instructions
<b>Add...</b>	Click the “Add...” button to add information about a presenter.
<b>Edit...</b>	Click the “Edit...” button to edit information about a presenter.



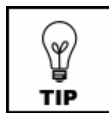
Click “Help” for additional information.  
Click “Close” or select another tab.

## Quality Tab

### About the Quality Tab



Field	Instructions
<b>Image Quality</b>	Select “Medium.”
<b>Audio Quality</b>	Select “Publish without audio.”
<b>Require slides to download completely...</b>	Do not select this option.



Click “Help” for additional information.

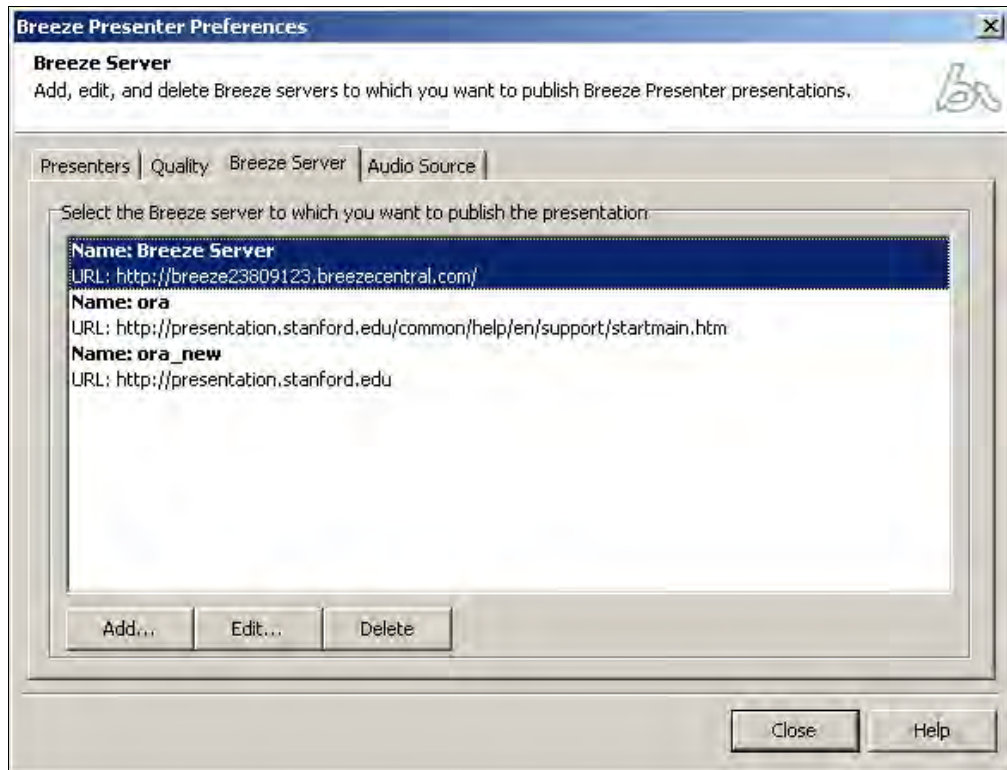


If you make changes to this window, they will be saved (without prompting) when you click the “Close” button. If you make changes that you do not wish to save, close this window (by clicking the X in the upper-right of the window.)

Click “Close” or select another tab.

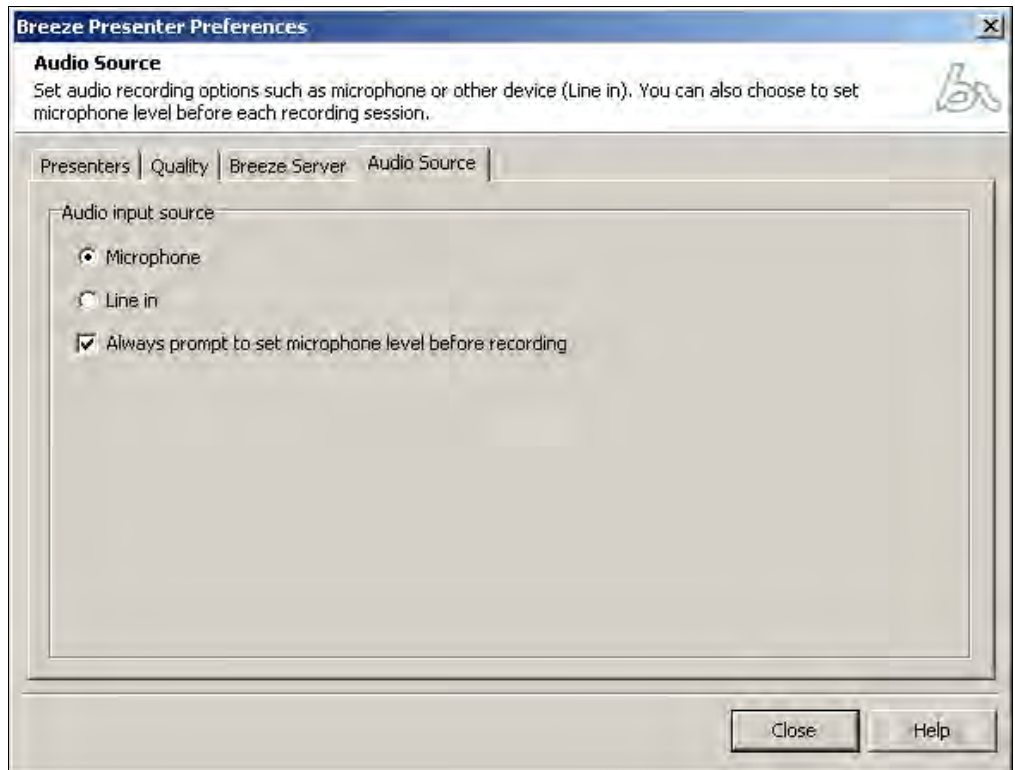
## Breeze Server Tab

### About the Breeze Server Tab



## Audio Source Tab

### About the Audio Source Tab



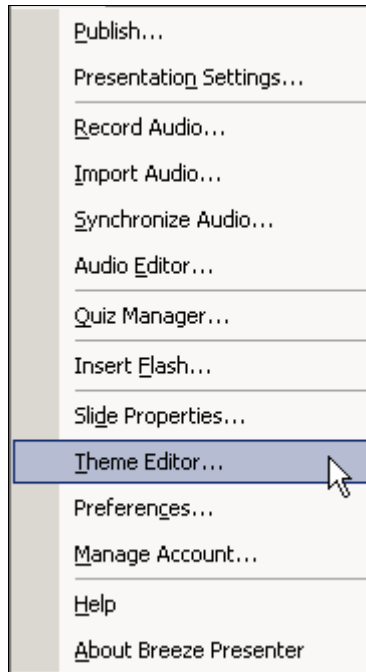


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## Theme Editor Settings

### Accessing Theme Editor Settings

Use the following navigation to access the Theme Editor menu:  
**Breeze>Theme Editor...**





Field	Instructions
<b>Outline Pane</b>	Do not select this option.
<b>Thumbnail Pane</b>	Do not select this option.
<b>Notes Pane</b>	Do not select this option.
<b>Search Pane</b>	Do not select this option.
<b>Default Pane on Startup</b>	Do not select this option.
<b>Location of Layout</b>	Select "Left."
<b>Default Mode on Startup</b>	Select "Fullscreen."
<b>Presenter Photo</b>	Do not select this option.
<b>Presenter Name</b>	Do not select this option.
<b>Presenter Logo</b>	Do not select this option.
<b>Presenter Bio</b>	Do not select this option.
<b>Presenter Contact Information</b>	Do not select this option.
<b>Presenter Title</b>	Do not select this option.