



# Checklist for Making an Online Quiz

🎯 The key to a fun and successful Quiz

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## Preparation

- ? Quiz type (Short, Standard, XL)
- 🧠 Pick a theme
- ⌚ Decide on the structure
- 🛠️ Select your Quiz software
- 🏆 Set rules and scoring system
- 📝 Prepare your intro
- 🎤 Quizmaster notes

## Quiz questions

- 🎯 The right difficulty level
- 🔄 Mix of question types
- 🗣️ Variation in perspectives
- 🖼️ Images, audio, video
- 📰 Current events
- ✍️ Written clearly
- 🔍 Double-checked answers

## Testing and fine-tuning

- 👥 Test your Quiz with a small group
- 💻 Software check: from logging in to audio and video
- 🌐 Accessibility: can participants easily take part?
- ⌚ Timing per round: do players have enough time?
- 💬 Requesting and incorporating feedback

**CHECK  
OUR  
WEBSITE**



**CHECK  
OUR  
INSTA**

