
Using the Answer Key Tool for the Math Certification Preparation Quizzes

Instructions for Step 1: Entering the Starting Date & Time of the Quiz

Step 1 of the [Answer Key Tool](#) requires you to enter the starting date and time of your quiz into a table like the one shown below.

Step 1 of 3.

Enter the start date/time of the quiz in the chart below.

The needed time stamp can be found in your CourseWare gradebook entry for the desired quiz, in the "Start Time" column. (Click [here](#) for further instructions on completing this step.)

	Month	Day	Year	Time of day
Input your date here	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Example	3	29	2018	2:51:03 PM
Allowed range	1 to 12	1 to 31	2000 to 3000	12:00:00 AM to 11:59:59 PM

OK

Complete the following steps to find the needed time stamp:

A. Open a new browser window, navigate to www.casa.uh.edu and sign in to your Courseware account.

B. Click on your Math Certification Preparation Course from the course listing:

Course Listing

Marsala-TEXES-X1F519

C. Click on the "GradeBook" link at the top of the Home Page for the course.

Courses

Profile

Marsala-TEXES-X1F519

GradeBook

Quiz

D. Decide which quiz you want an answer key for. Select the magnifying glass icon in the "View" column of the GradeBook. (We are selecting the Competency 001 quiz.)

Title	Score	View	Comment
Competency 001	93.3333311080933		
Competency 002			

Continued on the next page...

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- E. All of your attempts on this quiz should appear. (In the example below, the student has taken this quiz twice.) Decide which attempt you want the answer key for, and look for the time stamp in the "Start Time" column. We will be using the time stamp that is circled in blue below.

Competency 001

Start Time	Duration (Minutes)	Score	Last Modified On	View
2/25/2016 10:34:22 AM	120	93.3333	2/25/2016 10:38:36 AM	
2/2/2016 1:21:21 PM	120	40	2/2/2016 1:23:55 PM	

- F. Return to the Answer Key Tool website, <https://www.estudy.uh.edu/TexasKey> and type the "Start Time" information into the chart. Use the rows entitled "Example" and "Allowed Range" to guide you in entering the data correctly. Our time stamp from part E has been entered below and is circled in red.

Step 1 of 3.

Enter the start date/time of the quiz in the chart below.

The needed time stamp can be found in your CourseWare gradebook entry for the desired quiz, in the "Start Time" column. (Click [here](#) for further instructions on completing this step.)

	Month	Day	Year	Time of day
Input your date here	<input type="text" value="2"/>	<input type="text" value="25"/>	<input type="text" value="2016"/>	<input type="text" value="10:34:22 AM"/>
Example	3	29	2018	2:51:03 PM
Allowed range	1 to 12	1 to 31	2000 to 3000	12:00:00 AM to 11:59:59 PM

OK

After entering the date and time stamp, click the red "OK" button to proceed to Step 2 of the Answer Key Tool. (If you need instructions for Step 2, you can find them on the Step 2 webpage.)

- G. **Troubleshooting:** If any of your date/time stamp information is entered incorrectly, you will receive the following error message: No results. Go back one page and check your values.

If you receive this message, double check each of your table entries, comparing them to the examples and allowed ranges in the last two rows of the chart in part F. Remember to list AM or PM as part of the time of day, with a space between the time and the AM or PM notation. Also make sure that you are using the "Start Time" column from your Courseware gradebook; you will get an error if you use the "Last Modified On" column instead.

If you continue to receive error messages, email Herbert Ward using this email link: [Send an Email](#)