

# USER GUIDE

# QUIZ GAME FEATURE

SmartCruise Admin — Part 1: System Administration

Version 1.0 | April 2026

# 1 — QUESTION CONFIGURATION

Link: <https://admin.smartcruise.ca/smart-cruise/questions>

## 1.1 Question List Screen

ILLUSTRATION IMAGE	QUESTION	TYPE	DIFFICULTY	SCORE	PLACE	OPTIONS	STATUS	ACTIONS
	What event does the Salmon Run clock in downtown Anchorage count down to? <i>Vers quel événement l'horloge Salmon Run du centre-ville d'Anchorage décompte-t-elle?</i>	Single	Easy	1	Anchorage (Whittier), Alaska	4	Active	
	In what year was the Iditarod Trail Sled Dog Race organisation founded? <i>En quelle année l'organisation de la course de chiens de traîneau Iditarod Trail a-t-elle été fondée?</i>	Single	Easy	1	Anchorage (Whittier), Alaska	4	Active	
	Which winter sport is Kincaid Park in Anchorage famous for? <i>Pour quel sport hivernal le parc Kincaid à Anchorage est-il célèbre?</i>	Single	Easy	1	Anchorage (Whittier), Alaska	4	Active	
	Where near Anchorage are Fort Richardson and Elmendorf Air Force Base located? <i>Où près d'Anchorage se trouvent Fort Richardson et Elmendorf Air Force Base?</i>	Single	Easy	1	Anchorage (Whittier), Alaska	4	Active	
	In what year was the University of Alaska Anchorage (UAA) founded? <i>En quelle année l'Université d'Alaska Anchorage (UAA) a-t-elle été fondée?</i>	Single	Easy	1	Anchorage (Whittier), Alaska	4	Active	
	Which immigrant community is most numerous in Anchorage's Mountain View neighbourhood? <i>Quelle communauté d'immigrants est la plus nombreuse dans le quartier Mountain View d'Anchorage?</i>	Single	Easy	1	Anchorage (Whittier), Alaska	4	Active	
	In which months does the Aurora Borealis typically appear in Anchorage? <i>En quels mois l'aurore boréale apparaît-elle habituellement à Anchorage?</i>	Single	Easy	1	Anchorage (Whittier), Alaska	4	Active	
	Which cities does the Alaska Railroad connect Anchorage to? <i>À quelles villes la Alaska Railroad relie-t-elle Anchorage?</i>	Single	Easy	1	Anchorage (Whittier), Alaska	4	Active	
	What tidal phenomenon is the Turnagain Arm area near Anchorage famous for? <i>Pour quel phénomène de marée la zone de Turnagain Arm près d'Anchorage est-elle célèbre?</i>	Single	Easy	1	College Fjord, Alaska	4	Active	
	In which month is the Fur Rendezvous festival held in Anchorage? <i>En quel mois le festival Fur Rendezvous se tient-il à Anchorage?</i>	Single	Easy	1	Anchorage (Whittier), Alaska	4	Active	

Figure 1.1 — Question List

Column	Description
Illustration Image	Illustration image attached to the question (if any)
Question	Question content — English on top, French in italics below
Type	Question type: Single (1 correct answer) / Multiple (multiple answers) / Rating / Emoji
Difficulty	Difficulty: Easy / Medium / Hard
Score	Points awarded for a correct answer
Place	Location associated with the question (if any)
Options	Number of answer options
Status	Active = available for use / Inactive = temporarily hidden
Actions	Pencil icon = edit

## 1.2 Add a New Question

Click the "+ Add Question" button in the top-right corner to open the question creation form.

Figure 1.2 — Add New Question Form

## Fields to Fill In

Field	Description
Question (EN)	Question content in English — required
Question (FR)	Question content in French — optional
Illustration Image	Illustration image for the question (JPG or PNG, max 5 MB) — optional
Question Type	Select the question type (see table below)
Difficulty	Easy / Medium / Hard — used to calculate score by difficulty (if enabled)
Base Score	Base points awarded for a correct answer
Time Limit (sec)	Time limit in seconds for this specific question — leave blank for no limit
Status	Active = question is ready to use
Related Place	Link the question to a location — useful for sightseeing-based quizzes

## Question Types

Type	Description
Single choice	Only 1 correct answer. Participants select one radio button.
Multiple choice	Multiple correct answers possible. Participants check multiple checkboxes.
Rating / Scored	Each answer carries its own score — suited for opinion or evaluation questions.
Emotional	Emotional question with no right/wrong answer, used to collect feedback.

## Adding Answer Options

- Click "+ Add Option" to add each answer choice.
- Enter the English text in the first field and French in the second.
- Single choice: click the radio button on the left of the correct answer.
- Multiple choice: check the checkboxes next to all correct answers.
- Rating: enter a separate score value for each option.
- Click the red button on the right to delete an answer option.

**Note:** A Single-choice question should have at least 3–4 options to make the quiz more challenging.

When finished, click **Save** to save the question.

### 1.3 Bulk Import Questions from Excel

If you have many questions ready, use the Import feature to add them all at once instead of entering them one by one.

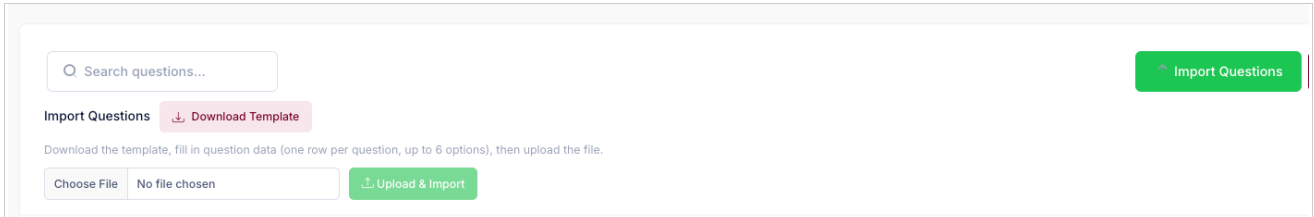


Figure 1.3 — Import Questions from Excel Panel

#### How to Do It

1. Click the "Import Questions" button in the top-right corner.
2. Click "Download Template" to download the Excel template file.
3. Open the template, fill in the question data — each row is one question, up to 6 answer options.
4. Save the file, return to the page, and click "Choose File" to select your completed file.
5. Click "Upload & Import" — the system will process and display the results.

Result	Description
<b>Total</b>	Total rows read from the Excel file
<b>Success</b>	Number of questions successfully imported into the system
<b>Error</b>	Number of rows with errors — error details are listed below

**Note:** Only .xlsx or .xls files are supported. Do not use .csv files.

## 2 — QUIZ CONFIGURATION

Link: <https://admin.smartcruise.ca/smart-cruise/quizzes>

### 2.1 Quiz List Screen

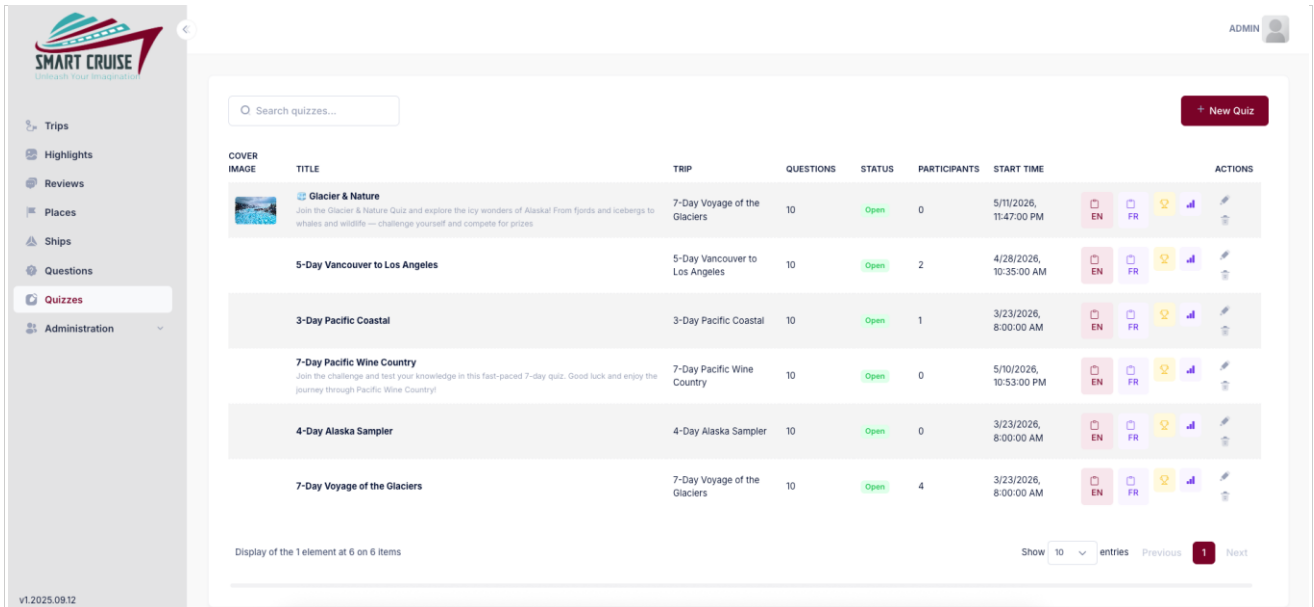


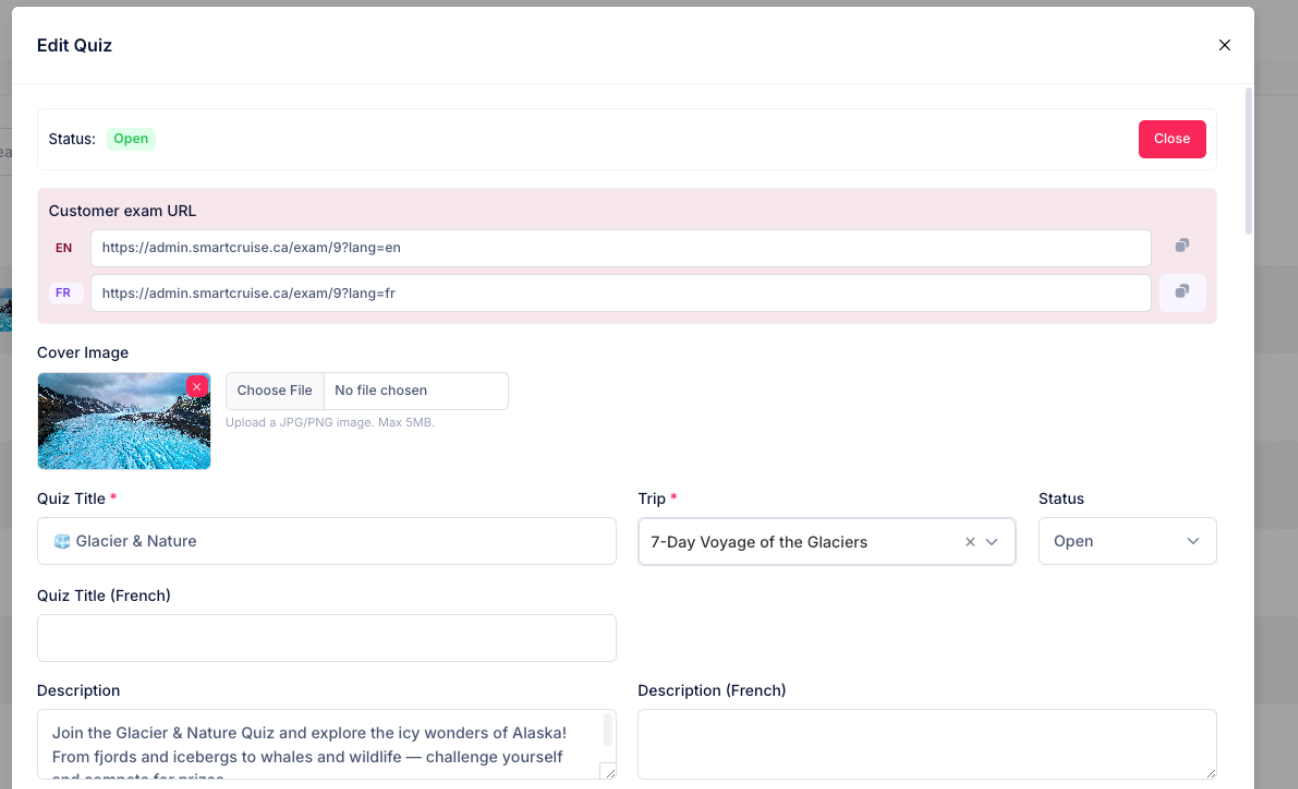
Figure 2.1 — Quiz List

Column	Description
<b>Cover Image</b>	Quiz cover image — shown on the exam page for participants
<b>Title</b>	Quiz name and the associated trip name
<b>Trip</b>	The cruise trip this quiz belongs to
<b>Questions</b>	Total number of questions in the exam
<b>Status</b>	Draft (not open) / Open (active) / Closed (ended)
<b>Participants</b>	Number of participants who have taken the quiz
<b>Start Time</b>	Date and time the exam opens
<b>Actions</b>	Action buttons: edit, view report, view leaderboard, delete...

**To create a new quiz:** Click the "+ New Quiz" button in the top-right corner.

## 2.2 Create / Edit a Quiz

Click "+ New Quiz" or the pencil icon next to a quiz to open the form. The form has two main sections.



The screenshot shows the 'Edit Quiz' form with the following fields and values:

- Status:** Open (with a 'Close' button)
- Customer exam URL:**
  - EN: <https://admin.smartcruise.ca/exam/9?lang=en>
  - FR: <https://admin.smartcruise.ca/exam/9?lang=fr>
- Cover Image:** A placeholder image of a glacier with a 'Choose File' button and the text 'No file chosen'. Below it, it says 'Upload a JPG/PNG image. Max 5MB.'
- Quiz Title \*:** Glacier & Nature
- Trip \*:** 7-Day Voyage of the Glaciers
- Status:** Open
- Quiz Title (French):** (Empty field)
- Description:** Join the Glacier & Nature Quiz and explore the icy wonders of Alaska! From fjords and icebergs to whales and wildlife — challenge yourself and compete for prizes.
- Description (French):** (Empty field)

Figure 2.2a — Top Section of the Quiz Form (basic information)

Field	Description
<b>Trip (*)</b>	Select the trip this quiz belongs to — required
<b>Status</b>	Draft = not yet open; Open = currently running; Closed = ended
<b>Cover Image</b>	Cover image shown when participants open the exam page (JPG/PNG, max 5 MB)
<b>Quiz Title (*)</b>	Quiz name in English — required
<b>Quiz Title (French)</b>	Quiz name in French — optional
<b>Description</b>	Short description of the quiz content — in English
<b>Description (French)</b>	Short description of the quiz content — in French
<b>Notification Body</b>	Push notification content sent to participants' phones — in English
<b>Notification (French)</b>	Push notification content — in French

## Configuration & Question Pool

**Edit Quiz** [Close]

**Notification Content**  
 Think you know glaciers?  
 Join the Glacier & Nature Quiz and explore the icy wonders of Alaska!  
 From fjords and icebergs to whales and wildlife — challenge yourself  
 and compete for prizes.

**Notification Content (French)**

**Questions count \***  **Time limit (min)**  **Time/question (sec)**

**Scoring mode \***   Speed bonus  Show answer immediately

**Start time**  **End time**  **Publish results at**  **Prize**

**Question pool** (244 selected) \*

- × About 200 years ago, how many metres thick was the glacier that covered Glacier Bay?
- × After which universities are the glaciers in College Fjord named?
- × Along which boundary does the maritime border between Canada and the US lie in the Salish Sea?
- × Along which channel does Thane Road in Juneau run?
- × Along which coast does Pacific Coast Highway (PCH) run?
- × Along which parallel does the Canada-US maritime boundary run along the Pacific coast?
- × Amalga Meadows near Juneau is a good observation point for which animal?
- × Anchorage is situated between Cook Inlet and which mountain range?
- × Anchorage is the largest city in which US state?
- × At how many metres per year is the Mendenhall Glacier retreating?
- × At what stage in its life cycle does the Sockeye Salmon turn red?
- × At which degree of North latitude is Ketchikan located?
- × Auke Bay in Juneau is the departure point for trips to which destinations?
- × BC Ferries connects Victoria to which city on the Canadian mainland?
- × By which geological process was Punchbowl Cove in Misty Fjords formed?
- × Canada's 200-nautical-mile exclusive economic zone is defined by which international regulation?
- × Dixon Entrance lies between Alaska and which Canadian province?
- × For what aeronautical purpose was Sitka Spruce wood historically used?
- × For what mining activity is the Alaska Gastineau Mining Company in Juneau known?
- × From which century does the logging history of Southeast Alaska date?
- × From which country did the United States purchase Alaska in 1867?
- × From which Indigenous people's language does the name Ketchikan originate?
- × From which month to which month does the Bartlett Cove Ranger Station in Glacier Bay serve visitors?
- × From which year to which year did the cannery at Icy Strait Point operate?
- × Gastineau Channel in Juneau lies between which island and the Alaskan mainland?
- × Hoonah is on Chichagof Island — what is its size ranking among US islands?

Figure 2.2b — Bottom Section of the Quiz Form (scoring, timing and questions)

Field	Description
<b>Questions count (*)</b>	Number of questions randomly drawn from the pool for each exam session
<b>Time limit (min)</b>	Total exam time in minutes — leave blank for no limit
<b>Time/question (sec)</b>	Maximum time per question — leave blank for no limit
<b>Scoring mode</b>	Fixed = fixed points per question; By Difficulty = points scale with difficulty
<b>Speed Bonus</b>	Enable to award bonus points for faster responses
<b>Show Result Immediately</b>	Enable so participants see correct/incorrect immediately after each answer
<b>Start time</b>	Start date and time — participants cannot enter before this time
<b>End time</b>	End date and time — the exam closes automatically after this time
<b>Publish results at</b>	Date and time to officially publish results
<b>Prize</b>	Prize description — displayed prominently on the exam page
<b>Question Pool</b>	Select questions for the pool — the system draws from here randomly during the exam

**Note:** The number of questions in the Question Pool must be greater than or equal to the Questions count.

When finished, click **Save** in the top-right corner to save.

## 2.3 Managing Quiz Status

A quiz goes through 3 statuses in order: Draft → Open → Closed. You can change it directly from the edit form.

Status	Description
<b>Draft</b>	Newly created quiz, not yet open. Visible to admins only. Click Open to activate.
<b>Open</b>	Quiz is running — participants can take the exam. Click Close when you want to end it.
<b>Closed</b>	Quiz is closed — no one can take the exam anymore. Result data is preserved.

**Note:** When a quiz is Open, the system automatically generates an exam link to share with participants.

## 2.4 Viewing the Quiz Report and Exporting Results

After the quiz ends (or while it is running), click the Quiz Report icon in the Actions column of the Quiz List to view the summary report.

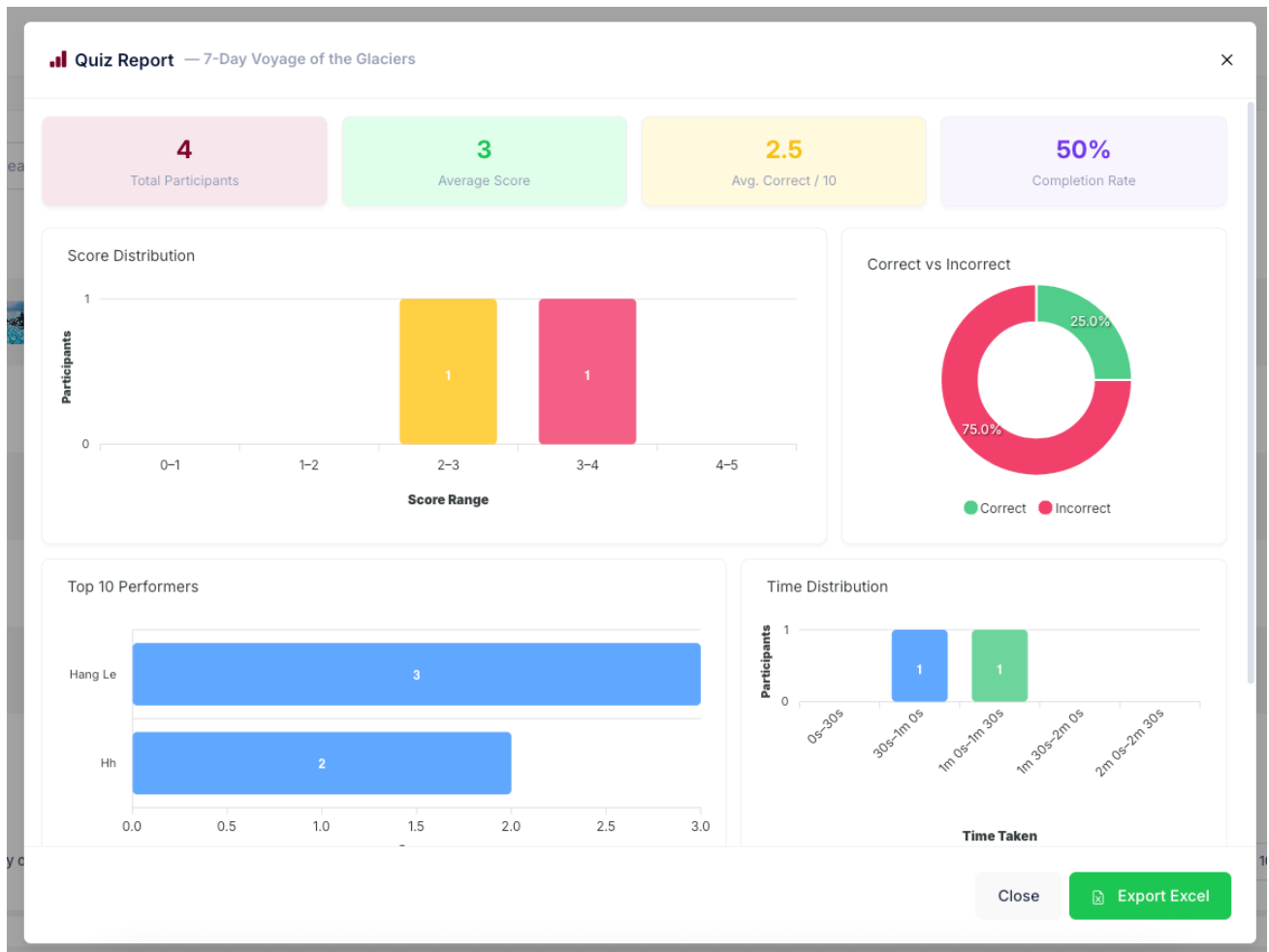


Figure 2.4 — Summary Quiz Report

Metric	Description
<b>Total Participants</b>	Total number of participants who started the exam
<b>Average Score</b>	Average score across all participants

Metric	Description
<b>Avg. Correct / N</b>	Average number of correct answers out of total questions
<b>Completion Rate</b>	Percentage of participants who submitted the exam (vs. total who entered)

**Note:** A low Completion Rate may mean participants entered but did not submit — check the quiz open/close times.

## Analytics Charts

### Score Distribution:

- Bar chart showing how many participants scored within each range (0–1, 1–2, 2–3...).
- Horizontal axis = score range; vertical axis = number of participants.
- Scores clustered high: exam may be too easy. Clustered low: consider adjusting difficulty.

### Correct vs Incorrect:

- Pie chart showing the overall ratio of correct (green) vs. incorrect (red) answers across the entire quiz.
- Helps assess whether the question set is well-balanced.

### Top 10 Performers:

- List of top-ranked participants displayed as a horizontal bar chart.
- Ranked from highest to lowest, showing names and exact scores.

### Time Distribution:

- Bar chart showing how long participants took to complete the exam (in ranges: 0–30s, 30–60s...).
- Helps assess whether the configured time limit is appropriate.

## Export Results to Excel

Click the "Export Excel" button (green, bottom-right of the popup) to download the .xlsx file.

Excel File Contents	Description
<b>Participant List</b>	Name and email of all participants
<b>Score</b>	Score of each participant
<b>Correct Answers</b>	Number of correct answers for each participant
<b>Completion Time</b>	Time taken to complete the exam in seconds

**Note:** The Excel file is suitable for record-keeping, prize calculation, or sending reports to organizers.

## 2.6 Viewing Details & Leaderboard

#	Name	Score	Correct	Time	
1	Hang Le	3	3	1m 9s	
2	Hh	2	2	49s	

From the Quiz List, click the trophy icon in the Actions column to open the leaderboard for that quiz.

### Leaderboard

- Displays a list of participants sorted by score from highest to lowest.
- Each row shows: Rank — Name — Email — Score — Correct Answers — Completion Time.
- Top 3 are marked with medals: Gold (1st) / Silver (2nd) / Bronze (3rd).

### Submission Details

- Click the eye icon at the end of a row to view that participant's full submission.
- Each question shows: the answer the participant selected and the correct answer.
- Correct answer = green border ✓ — incorrect answer = red border ✗.
- Click the ← arrow to return to the leaderboard.

## PART 2 — MOBILE APP USER GUIDE

### 1. Language Selection

When opening the app for the first time, the screen prompts you to select a language before proceeding.

- Tap English or French — the selected language shows a green checkmark on the right.
- Go to Demo — browse the sample trip list without an account.
- Saved Trip — open previously saved trips.
- Get Started (blue button) — scan a QR code to access your specific trip.

The language is saved; the app will use the selected language on future launches.

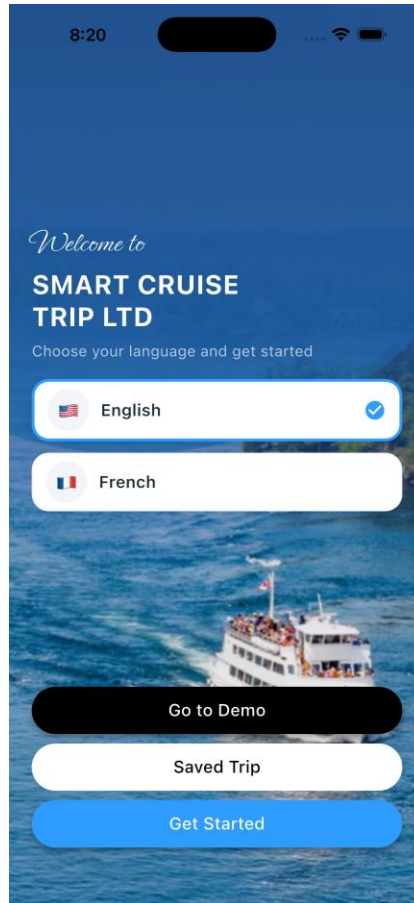


Figure 2.1 — Language Selection Screen

## 2. Trip List

After entering the app, the screen displays the available cruise trips.

- Each trip card shows: cover image, trip name, number of days, number of ports, and departure point.
- Tap any card to view the full itinerary details.

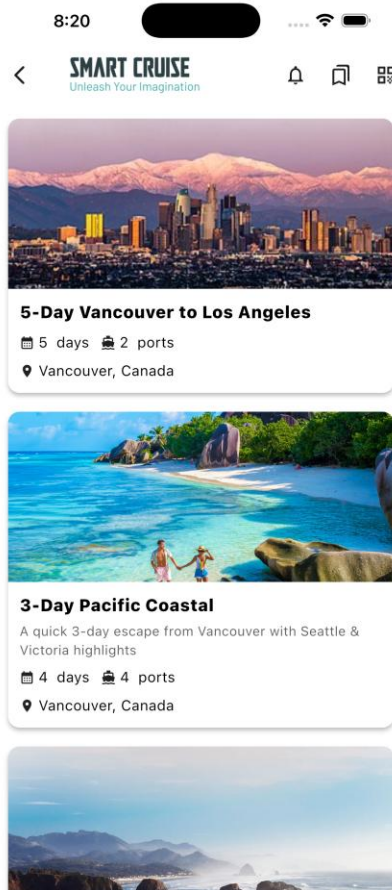


Figure 2.2 — Demo Trip List

### 3. Trip Details & Saving a Trip

When viewing a trip's details, the app displays the route map and information about each stop.

#### Notification Pop-up

On the first visit, the app asks whether you want to receive notifications:

- **Save trip** — save the trip and enable notifications. The app will remind you when a new quiz is available or an exam is about to start.
- **Not now** — skip; you can still save the trip later using the bookmark icon in the top-right corner.

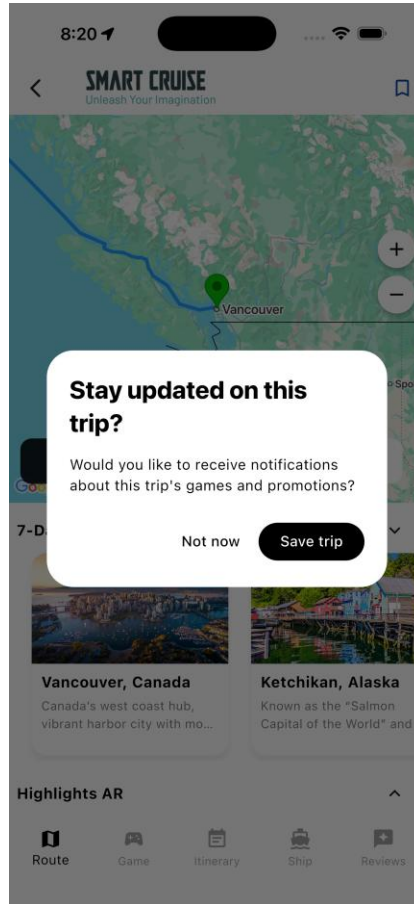


Figure 2.3 — Save Trip and Notification Pop-up

## 4. Quiz Game Feature

### 4.1 Quiz List

Tap the Game tab to view all quizzes for the current trip.

- Each quiz shows: name, status (Open / Closed), number of questions, time limit, and end date/time.
- Tap Open quiz to start.
- Quizzes have a time limit — pay attention to the end date/time shown on the card.

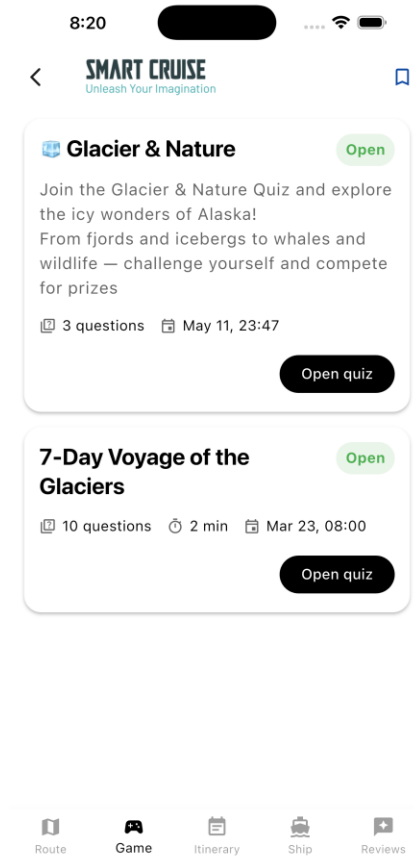


Figure 2.4 — Quiz List in the Game Tab

## 4.2 Starting a Quiz

Before the exam, the screen introduces the quiz and asks you to fill in your details.

- Shows the cover image, quiz name, short description, and number of questions.
- The prize (if any) is displayed prominently above the registration form — e.g. Glacier Explorer Badge.
- Your name\* — required; this name will appear on the leaderboard.
- Email — optional, used to receive your results.
- Tap Start Quiz to begin the exam.

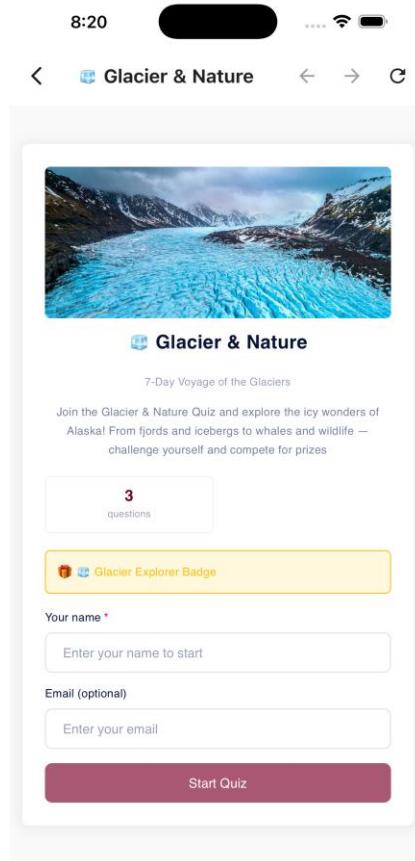


Figure 2.5 — Quiz Start Screen, entering name and email

## 4.3 Taking the Quiz

The exam interface displays questions in both English and French. Some questions include an illustration image.

## 4.4 Notifications for Quiz Games

