QUERCUS TIPS
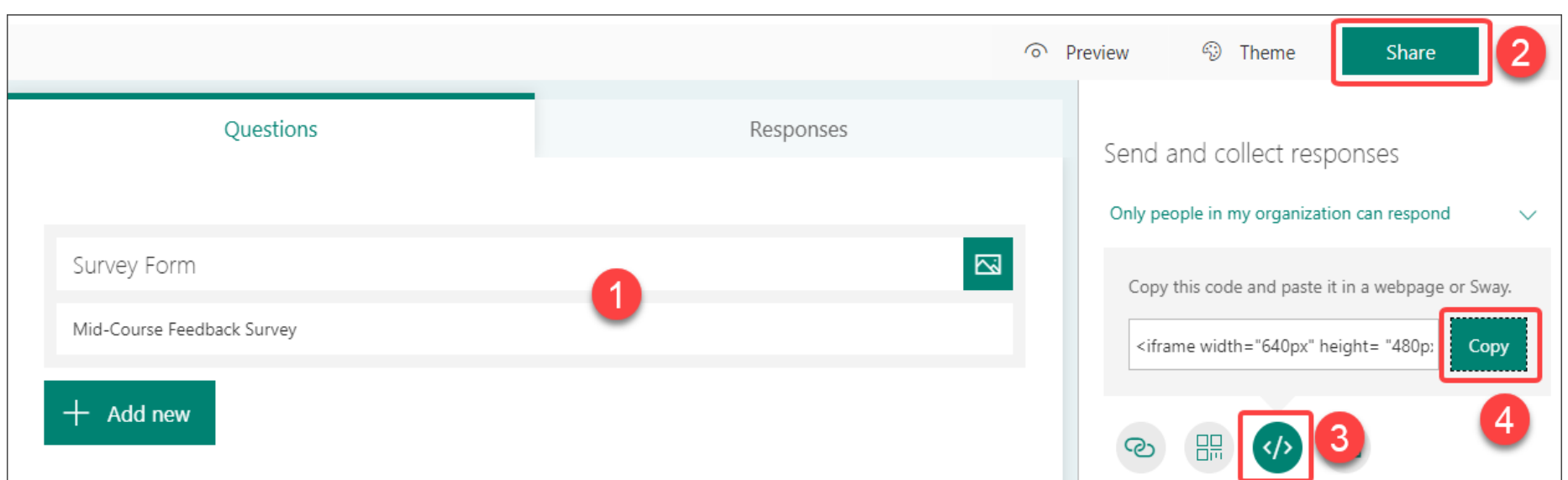
EMBED A MICROSOFT OFFICE FORM IN A QUERCUS PAGE

When you create a Microsoft O365 Forms survey, quiz or poll, you can use the embed code associated with the form to share and display the form directly inside your Quercus course. This embed code can be copied and pasted directly into the HTML editor of any area that supports the Rich Content Editor, including Announcements, Assignments, Discussions, Pages, or Quizzes.
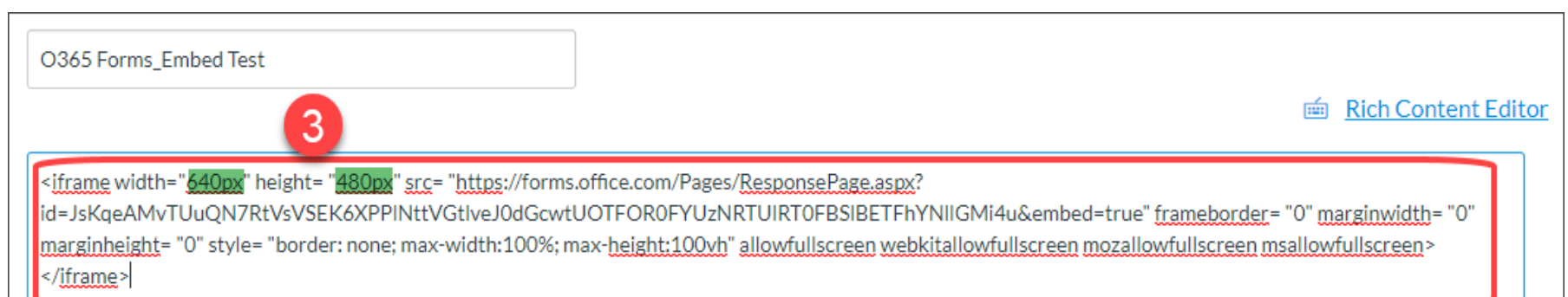
Copy the embed code for your Microsoft O365 Form

1. In Microsoft O365 Forms, create a poll, survey, or quiz.

2. Click **Share** on the top right.

3. In the **Send and collect responses** menu , select the **Embed** option.
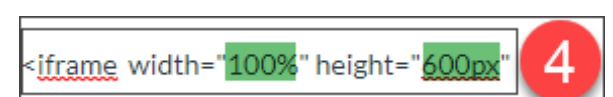
4. Click **Copy**.

Embed the code in a Quercus Page

1. In your Quercus Course, open the Page where you want to embed the form and select **Edit**.

2. In the Rich Content Editor, click on **HTML Editor**.

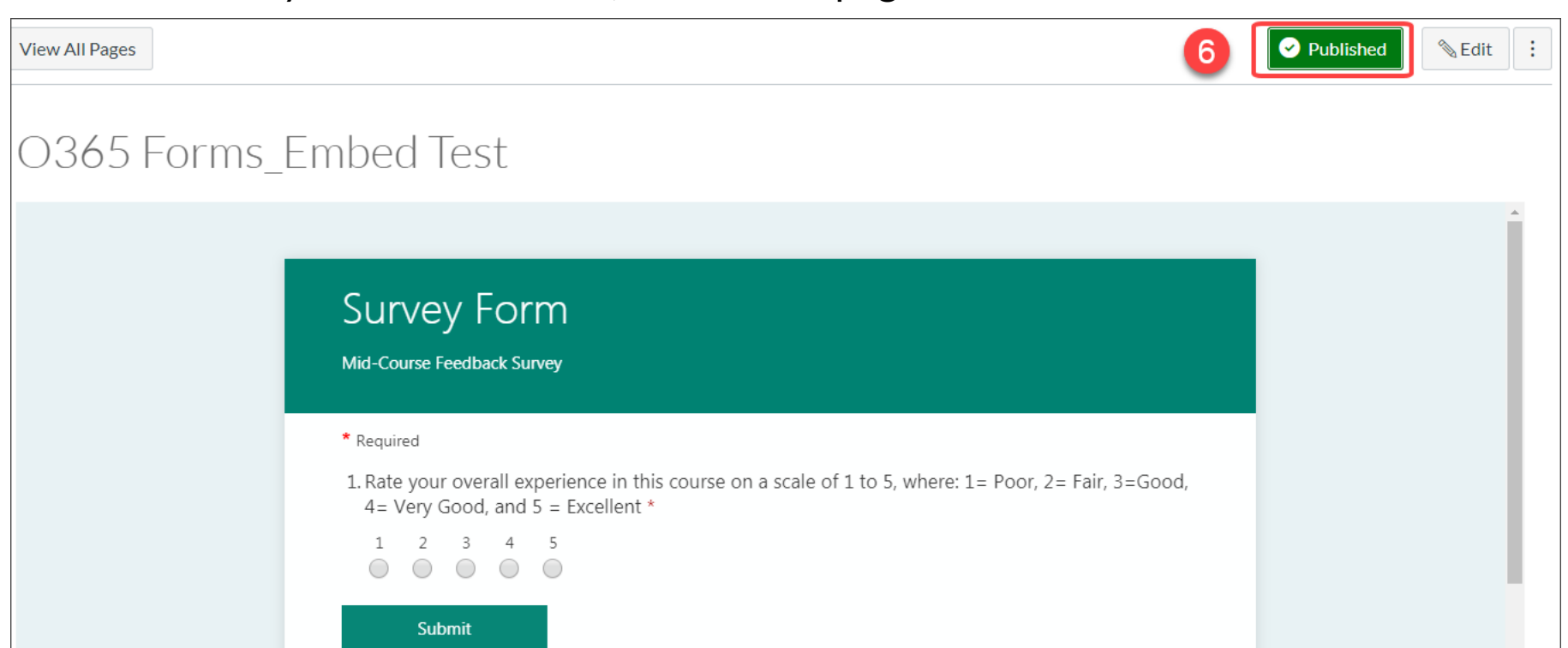3. Then, **Paste** in the code you copied from the O365 Form.

4. For the best viewing option (i.e., with minimal horizontal or vertical scrolling required), change the iframe **width** and **height** measurements **(**highlighted in green in the screenshot) in the code as follows:

   • width="100%"

   • height="600px"

5. Select **Save** to see how the form looks on the page.

6. When ready to share the form, **Publish** the page.

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