



Teach more efficiently

Hoppy Teacher Guide

Create quizzes, publish classroom assignments, review class results, and build follow-up practice—one clear step at a time.



Scan to download the Hoppy app



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CHAPTER 1

Choose a Topic and Create a Quiz with Explore

Save planning time by creating curriculum-aligned quizzes from a selected grade, subject, and learning units.

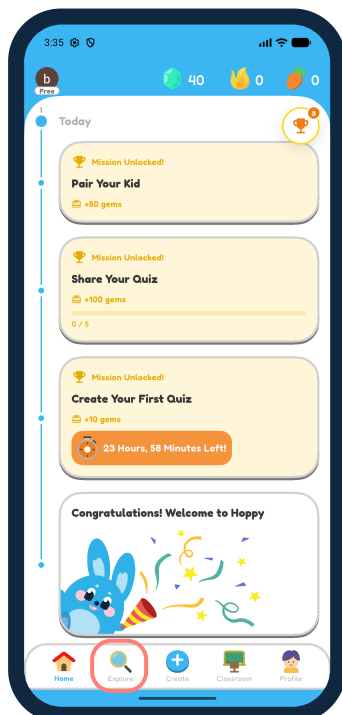
1.1

Choose Grade Level

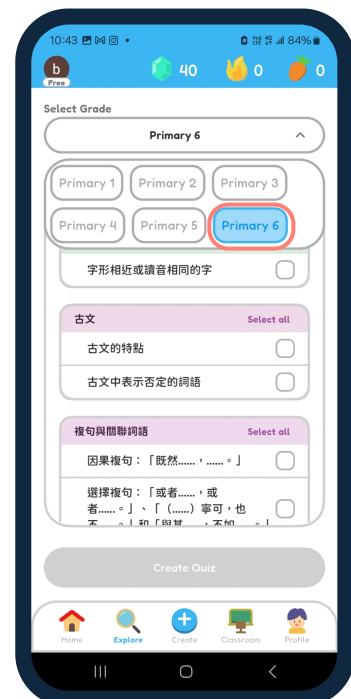
- 1 Open Explore.
- 2 Choose the grade level.

Why can't I find my grade?

Explore shows grades from the education levels saved in your profile. If the grade you need belongs to another education level, go to Profile > Settings > User Profile and add a grade from that level. See Chapter 9 for the detailed steps.



Open Explore from the bottom navigation. The red outline marks the button.



Choose the grade level. Primary 6 is highlighted in this example.

1.2

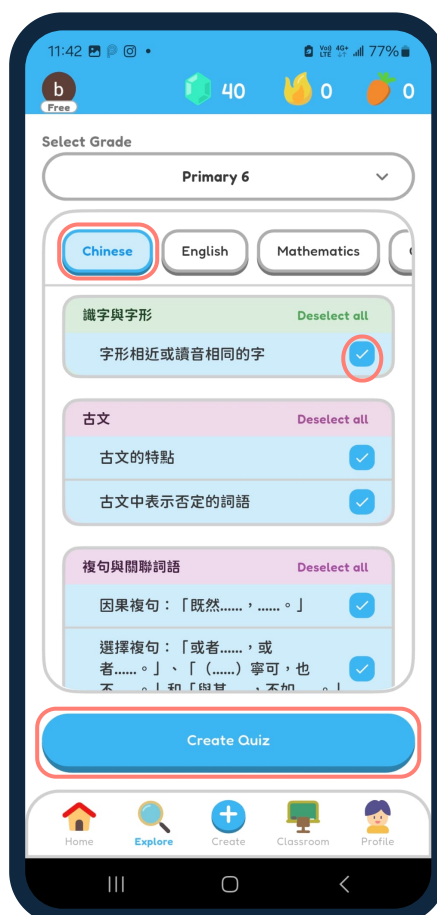
Choose Subject and Learning Units

Hoppy calls each curriculum topic within a subject a learning unit. For Hong Kong courses, Hoppy organizes these units from the Hong Kong Education Bureau curriculum guides; senior-secondary subjects follow the relevant HKDSE Curriculum and Assessment Guides.

- 1 Choose the subject.
- 2 Choose the learning units for the quiz.
- 3 Select Create Quiz.

Selection limit

You can select up to ten learning units for each quiz.



Choose a subject, use the tick buttons to select learning units, and then press Create Quiz. The red outlines mark each control.

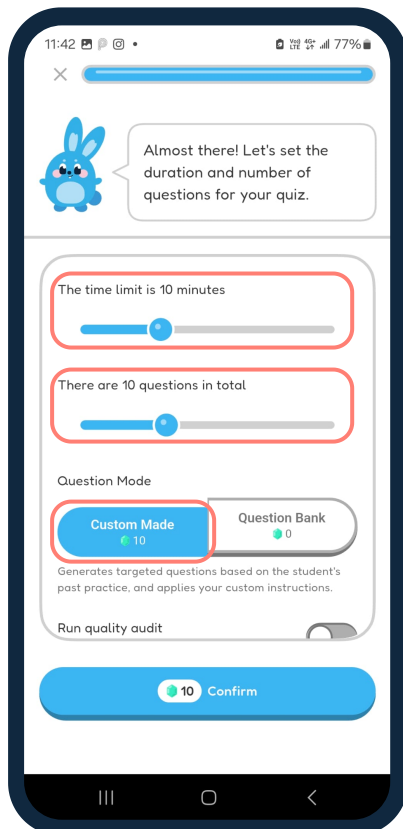
1.3

Generate Questions with Custom Made

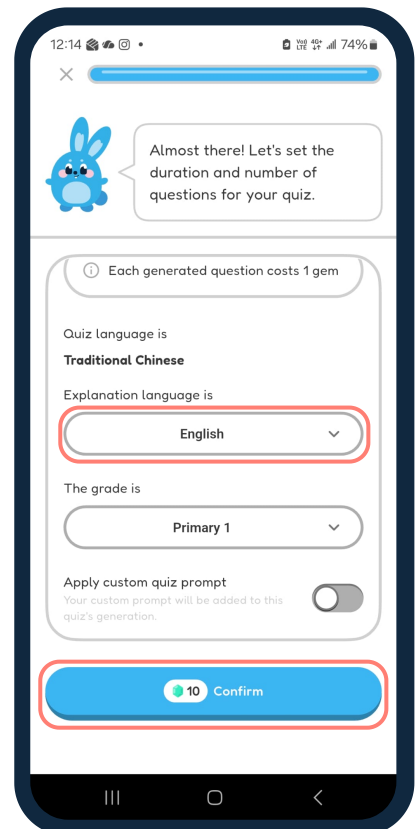
- 1 Set the expected duration.
- 2 Choose the number of questions.
- 3 Select Custom Made.
- 4 Scroll down and choose the explanation language.
- 5 Press Confirm to spend the displayed gems and start generating the quiz.

Custom Made or Question Bank?

Custom Made uses AI to generate new questions. Question Bank uses existing generated questions.



Set the quiz duration and number of questions, then select Custom Made. The red outlines mark all three controls.

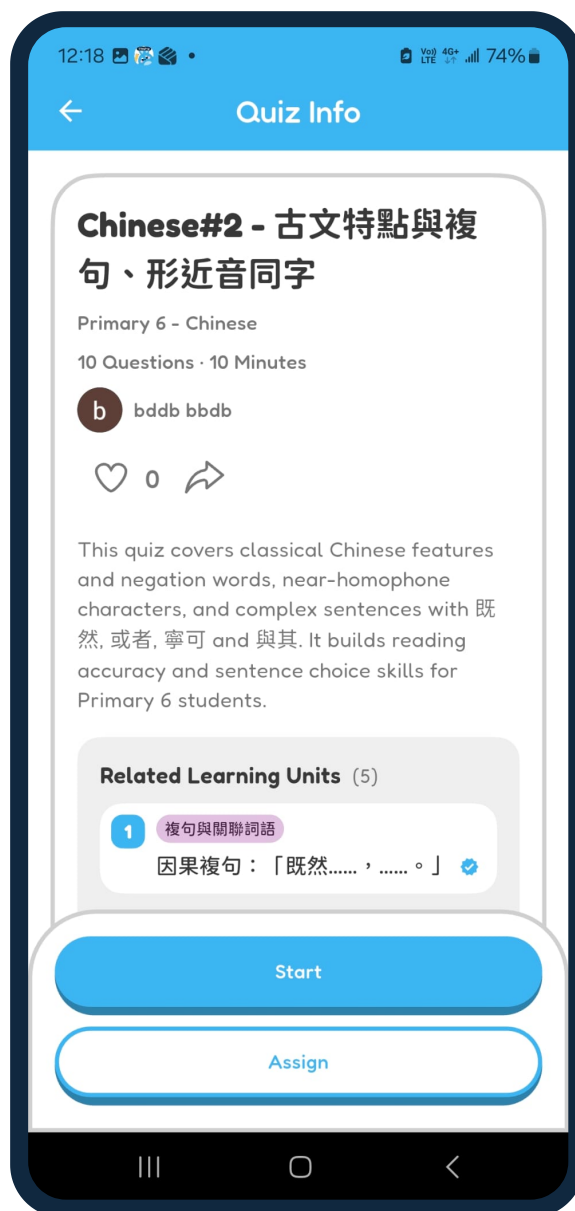


Choose the explanation language and check the gem cost. Pressing Confirm spends the displayed gems and starts generating the quiz.

1.4

Review Generated Quiz

- 1 Review the quiz title, grade level, subject, question count, and duration.
- 2 Review the description and related learning units.



When generation finishes, Hoppy opens the Quiz Info page.

CHAPTER 2

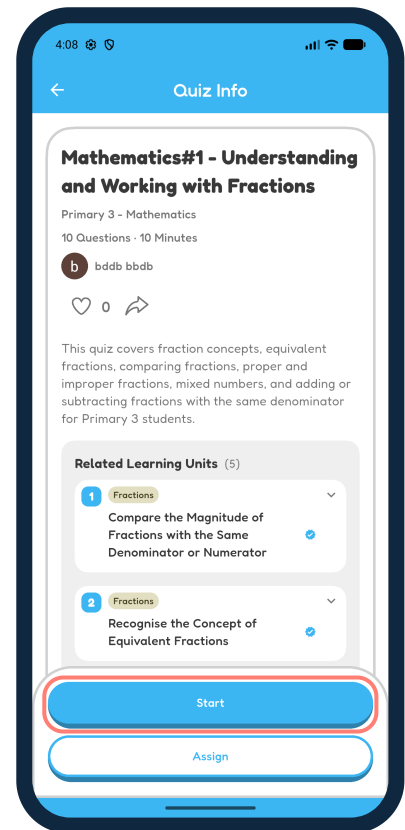
Check Your Quiz Before Assigning It

Protect quiz quality by reviewing questions, answers, and explanations before use, then choosing a sharing or export method that suits your lesson.

2.1

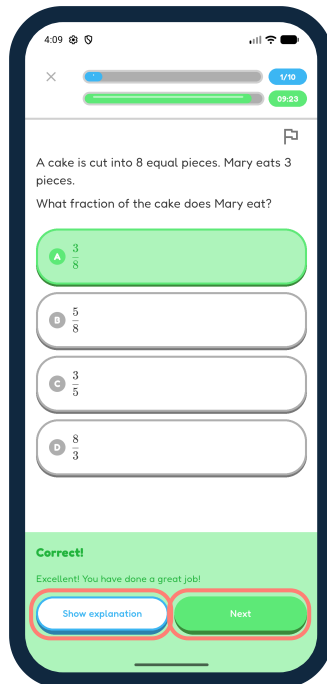
Preview Quiz

- 1 Select Start.
- 2 Choose an answer and select Submit.
- 3 View the feedback and select Show explanation.
- 4 Select Next.
- 5 On the last question, select Finish Quiz.
- 6 Review your score and time taken, then select Next.
- 7 Review the XP earned, then select Next to return to the quiz page.

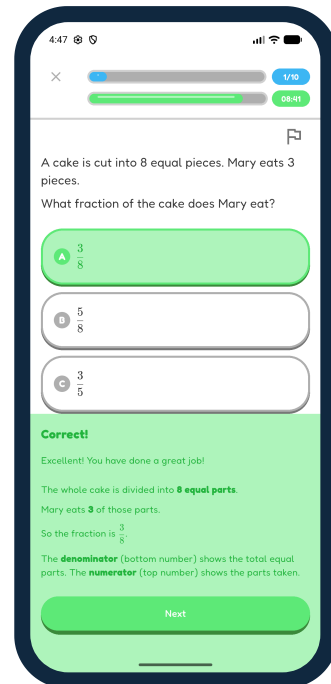


Select Start to try the quiz. The red outline sits outside the button.

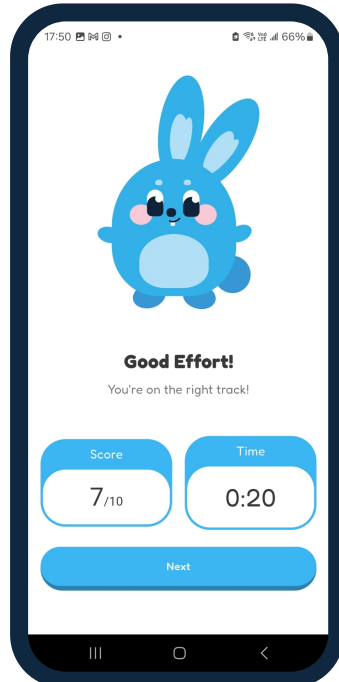
2.1 Preview Quiz — continued



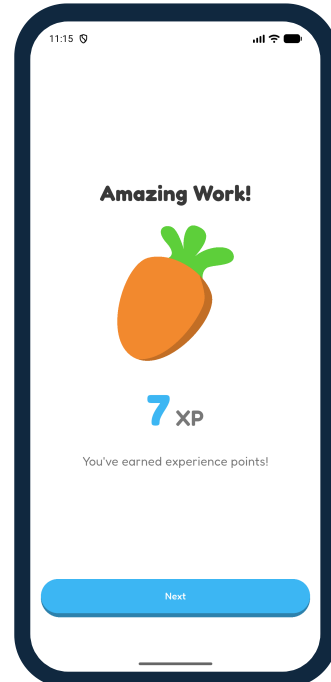
After submitting an answer, review the feedback, open the explanation if needed, and select Next.



After selecting Show explanation, Hoppy expands the worked explanation below the feedback.



After finishing the quiz, review your score and time taken, then select Next.

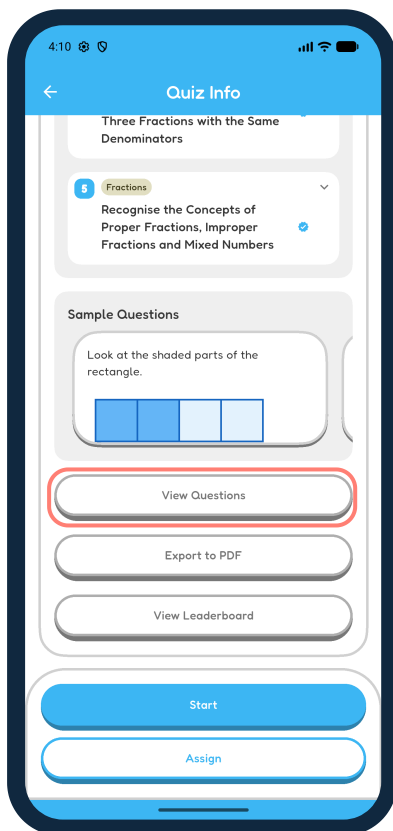


Review the XP earned, then select Next to return to the quiz page.

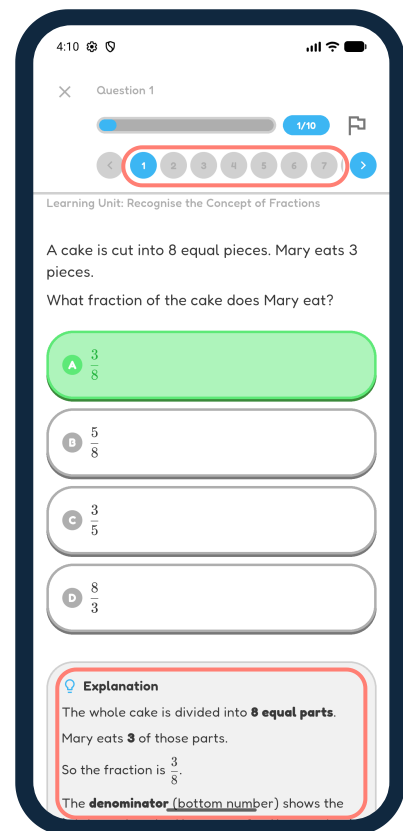
2.2

View Questions, Answers, and Explanations

- 1 Select View Questions on the quiz page.
- 2 Use the arrows or numbered question markers to move through the quiz.
- 3 Check each question, its answer choices, the correct answer, and the explanation.
- 4 Select the close (X) control to return to the quiz page.



Select View Questions to inspect the quiz.

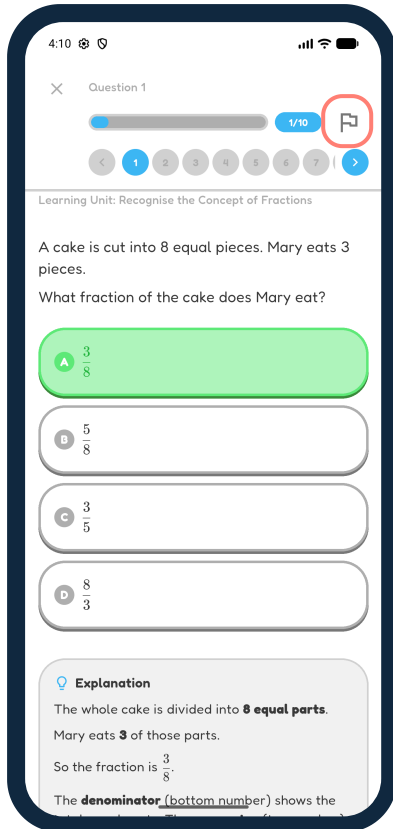


Move between questions and check the answer and explanation.

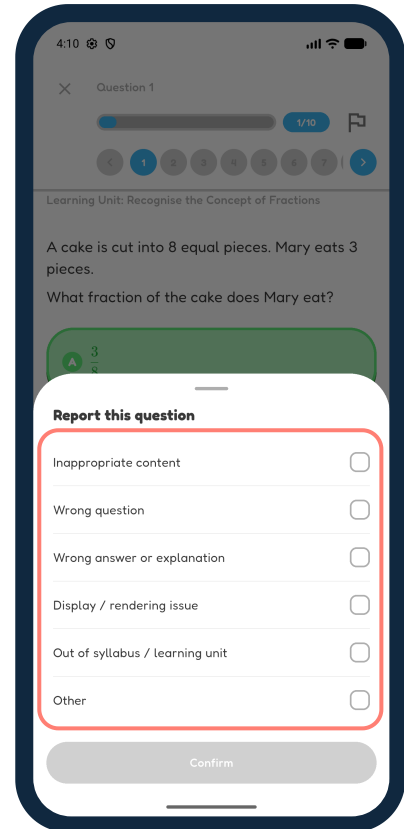
2.3

Report a Problem

If you find a problem while viewing a question, select Report and choose the reason.



Select the flag to report a problem with the current question.

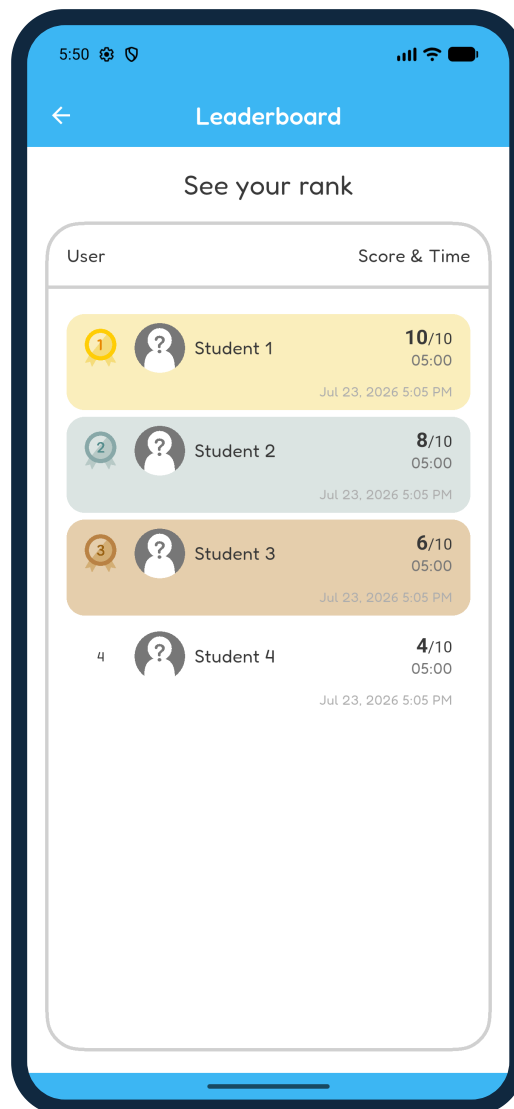


Choose the reason that best describes the problem.

2.4

View Quiz Leaderboard

Select View Leaderboard to see the users who completed the quiz, ranked by their score and completion time.



The quiz leaderboard shows users who completed the quiz, ranked by score and then completion time.

2.5

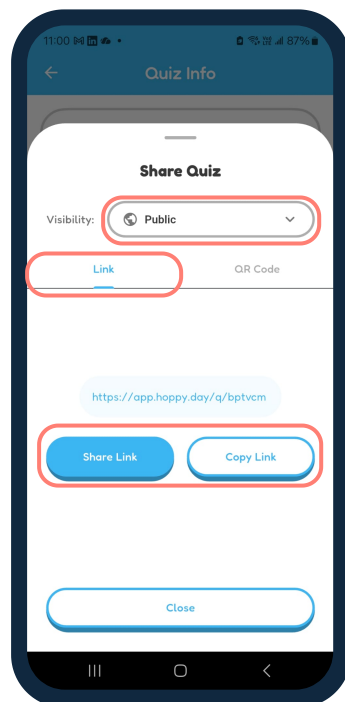
Share Quiz

- 1 Select Share Quiz.
- 2 If you own the quiz, choose its visibility.
- 3 Share or copy the quiz link, or show or share its QR code.

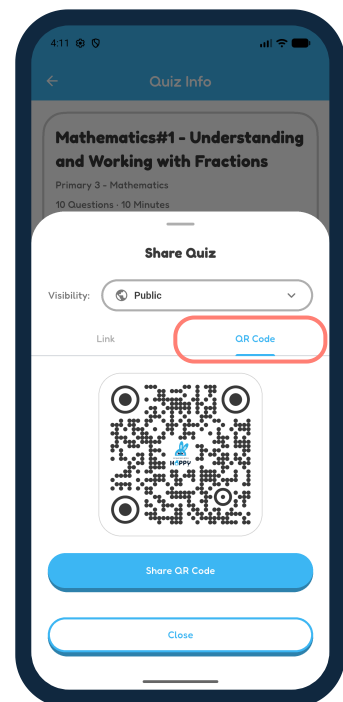
- Public makes the quiz discoverable and shareable.
- Unlisted allows access through its link without making it publicly discoverable.
- Private cannot be shared.

Direct sharing

Directly shared quizzes do not show completion statuses or allow the creator to review participants' answers. Use an assignment if you need either function. See Chapter 4 for details.



Choose the visibility, then share the quiz link or copy it.



Open QR Code to show or share the quiz QR code.

2.6

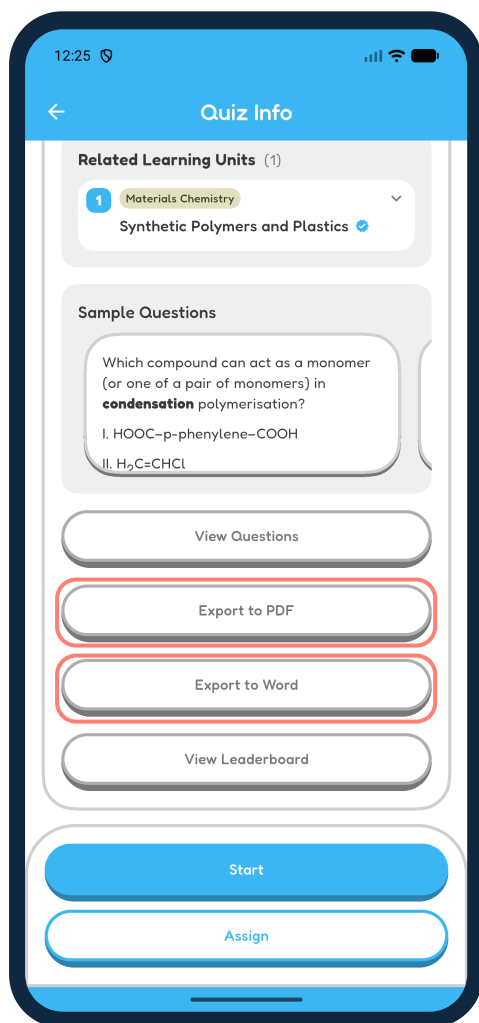
Export Quiz to PDF or Word

- 1 For PDF, select Export to PDF on the quiz page, check the preview, and select Save PDF.
- 2 For an editable DOCX file, select Export to Word. Hoppy downloads the Word file directly without opening a preview.
- 3 Wait for Hoppy to confirm that the selected file was saved.

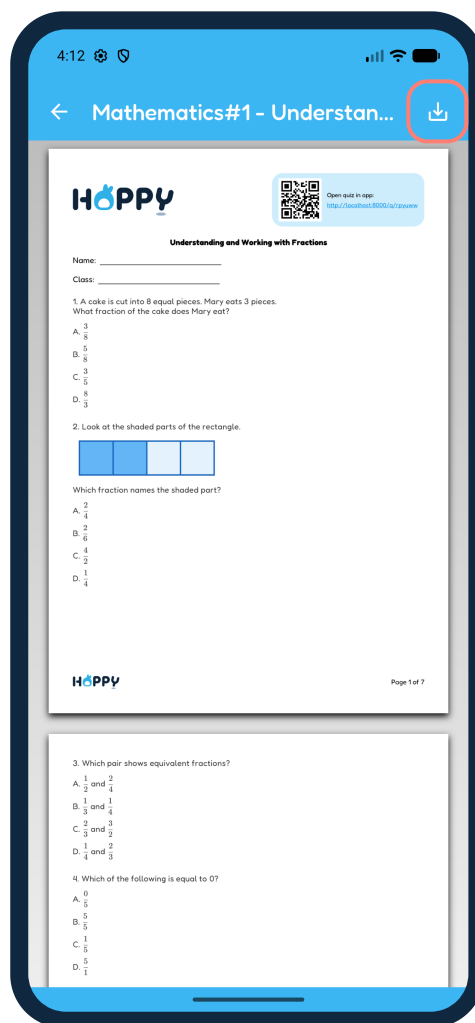
Both formats include the questions, answers, and explanations. If the quiz can be shared, the file may also include a share link and QR code. PDF opens an in-app preview before saving; Word downloads directly as an editable .docx file.

Who can export?

Only the quiz owner—the user who created it—can export it to PDF or Word.



Select Export to PDF for a preview-ready file, or Export to Word for an editable DOCX file. The red outlines mark both controls.



Check the preview, then select Save PDF.

CHAPTER 3

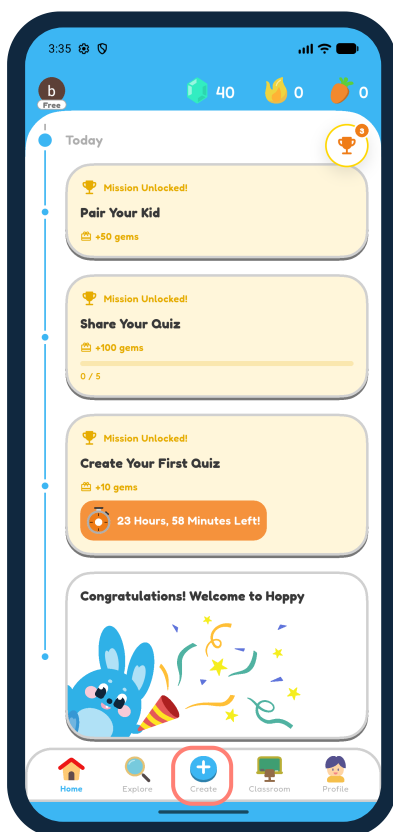
Turn Your Idea or Material into a Quiz with Create

Can't find what you need in Explore? Use Create to turn your lesson idea or reference materials into a quiz tailored to your class.

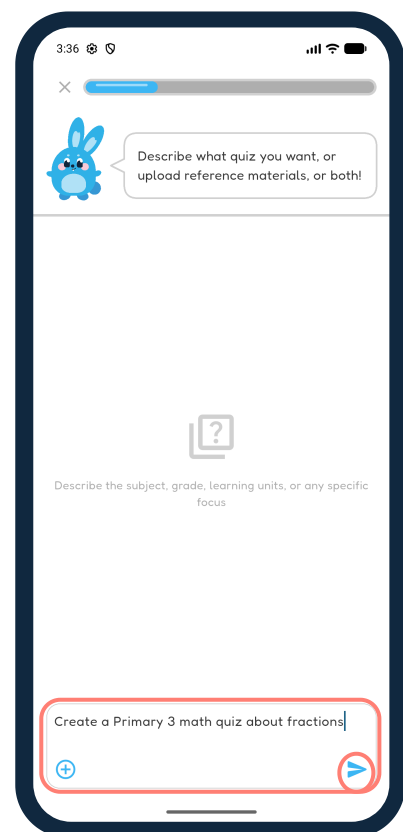
3.1

Enter Quiz Description

- 1 Open Create.
- 2 Enter a one-time description of the quiz you want. You can include the subject, grade level, learning units, or a specific focus.
- 3 Select the arrow to continue.



Open Create from the bottom navigation. The red outline marks the button.



Enter the quiz description, then press the highlighted arrow.

3.2

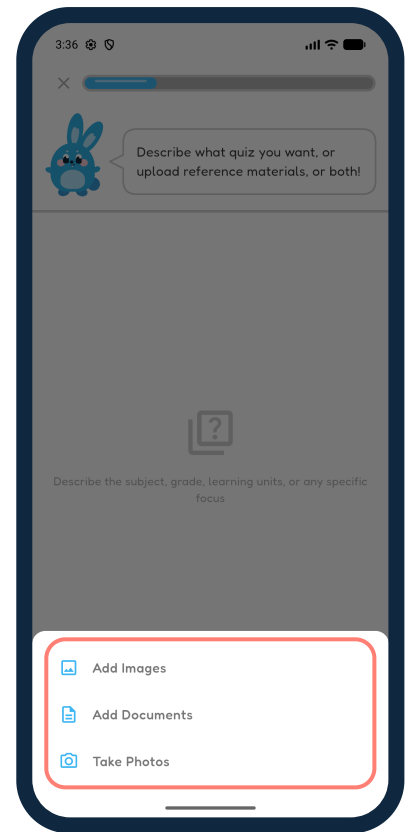
Add Reference Materials — Optional

- 1 Select the plus (+) button.
- 2 Choose Add Images, Add Documents, or Take Photos.
- 3 Add the reference materials you want Hoppy to use.
- 4 Select the arrow to continue.

You can use a quiz description, reference materials, or both.

Protect information and permissions

Do not upload personal information or material you are not permitted to use.



Use the highlighted menu to add reference materials.

3.3

Confirm Quiz Context

- 1 Check the detected subject, grade level, and language.
- 2 Correct any selection that does not match the quiz you want.
- 3 Select Confirm.

Check the detected subject, grade level, and language, then press Confirm.

3.4

Select Learning Units

- 1 Select at least one learning unit.
- 2 Select Confirm.

If no learning unit matches

Hoppy may suggest Others when your description or materials do not match a specific learning unit. You can continue with Others and Custom Made. Chapter 9 explains this advanced option.

Select the learning units for the quiz, then press Confirm.

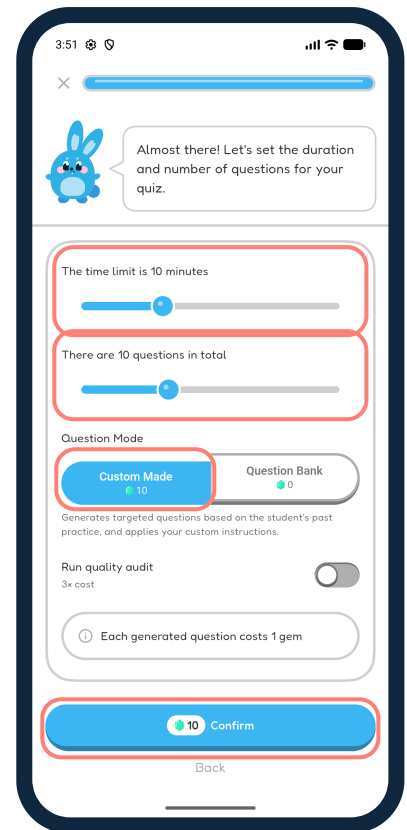
3.5

Choose Quiz Settings

- 1 Set the expected duration.
- 2 Choose the number of questions.
- 3 Select Custom Made.
- 4 Press Confirm to spend the displayed gems and start generating the quiz.

Custom Made or Question Bank?

Custom Made uses AI to generate new questions.
Question Bank uses existing generated questions.



Set the duration and question count, then select Custom Made. Pressing Confirm spends the displayed gems and starts generating the quiz.

3.6

Review Generated Quiz

- 1 Review the quiz title, grade level, subject, question count, and duration.
- 2 Review the description and related learning units.

CHAPTER 4

Publish Your Quiz as a Classroom Assignment

Control when students can access a quiz and track completion and results by publishing it as a scheduled classroom assignment.

4.1

Choose or Create a Classroom

- 1 Open My Classrooms.
- 2 Select an existing classroom, or create one and give it a recognizable name.

School

For members of one school. A teacher, manager, or administrator associated with that school can create one. The owner and instructors can manage it, and only students from the same school can join. Its visibility can be Private or School Only; learner joining follows the classroom policy and instructors join by invitation.

Public

Not restricted to one school and can be created by any Hoppy user. The owner and instructors can manage it. Learners may join according to the classroom join policy (open by default), while instructors join by invitation. Public or Unlisted visibility controls discovery, and non-members see anonymized names.

Family

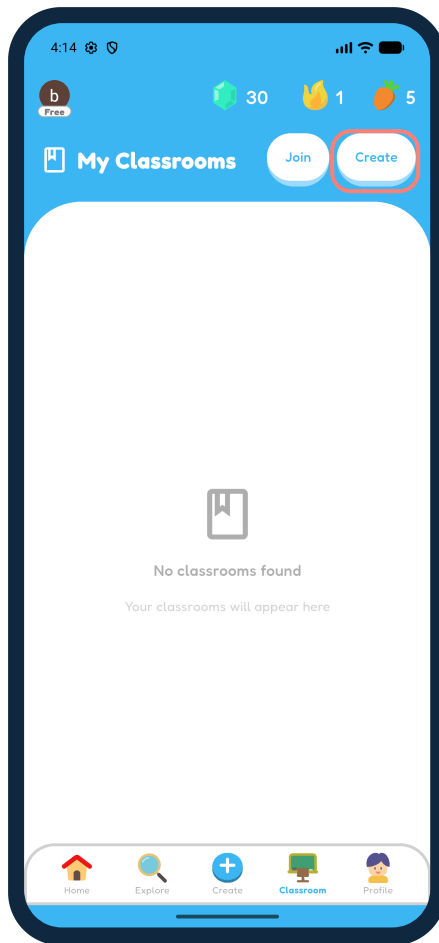
A private, system-created space for one learner and their linked parents or tutors; teachers cannot choose this type manually. The learner place is closed to anyone except that child, adults join by invitation, and the owner, instructors, and linked parents can manage the classroom.

Google Classroom linking is available only for School and Public classrooms.

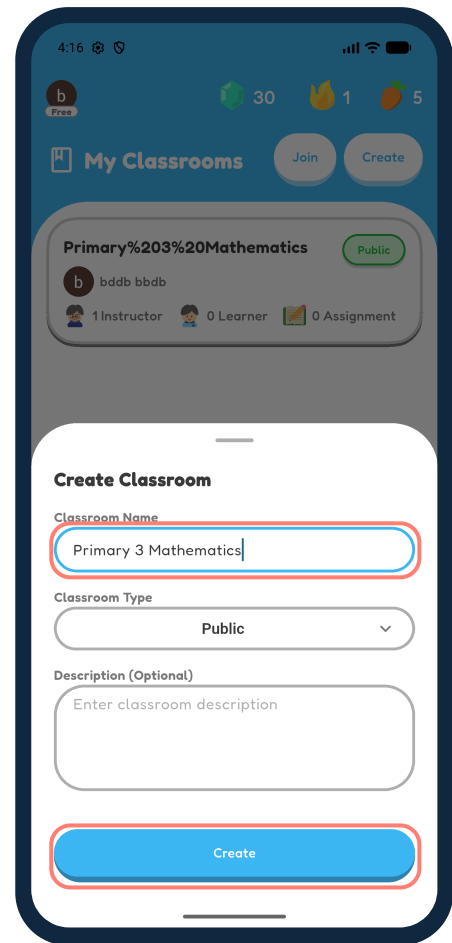
Reuse Classroom

You can use the same classroom for future assignments.

4.1 Choose or Create a Classroom — continued



Open My Classrooms and select Create if you need a new classroom.



Give the classroom a clear name, choose its type, and select Create.

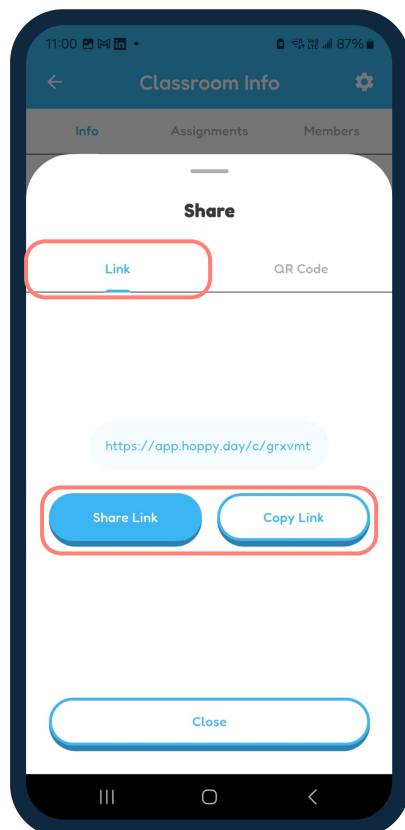
4.2

Invite Students

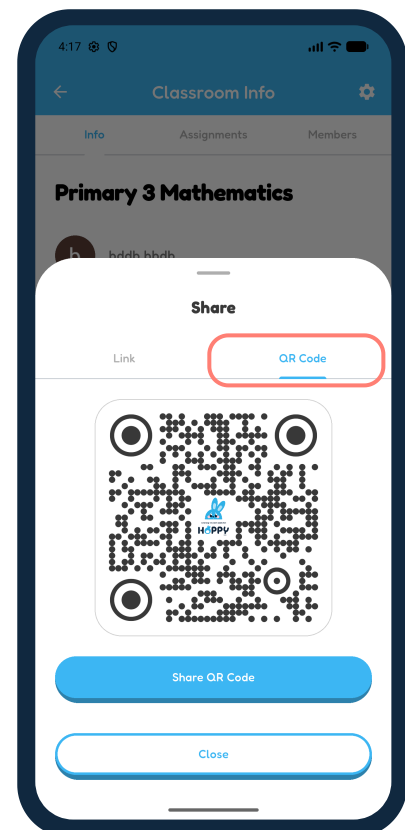
- Share or copy the classroom link.
- Show or share the classroom QR code.
- Give students the six-character classroom code to enter through Join Classroom.

Open Members to see who has joined.

Google Classroom roster import is another option for linked School and Public classrooms. See Chapter 8.



Share the classroom link directly or copy it.



Open QR Code to show or share the classroom QR code.

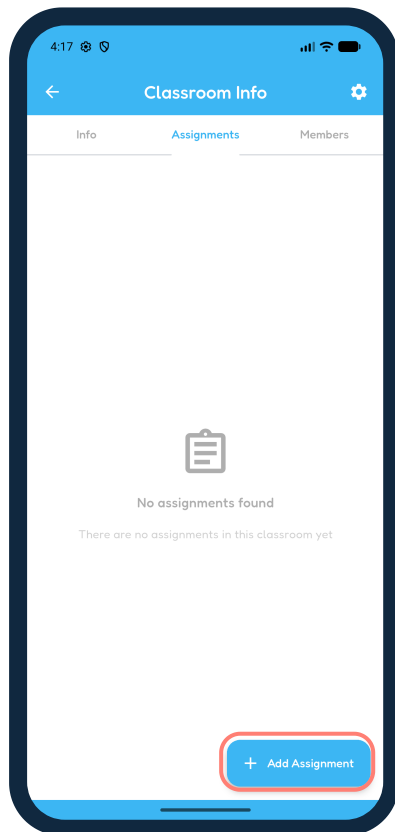
4.3

Add Quiz as an Assignment

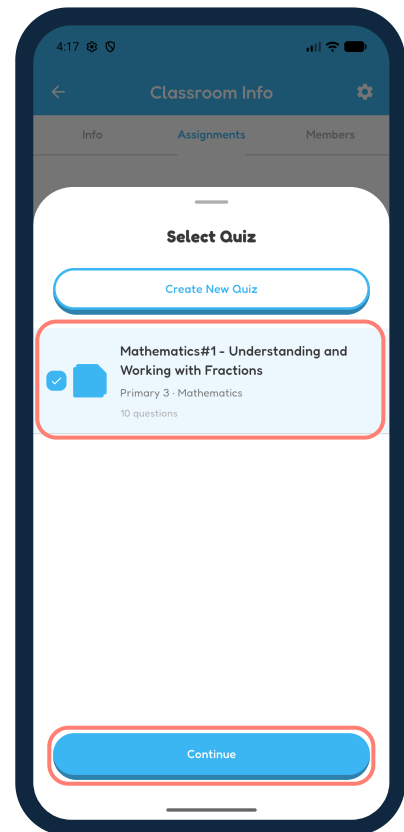
- 1 Open the classroom.
- 2 Select Add Assignment.
- 3 Choose the quiz.
- 4 Select Continue.
- 5 Check the assignment title and add Notes if needed.

What is the difference between a quiz and an assignment?

A quiz is a reusable set of questions. An assignment publishes a quiz with notes, a publication time, and a due time to a selected classroom, allowing teachers to view students' completion status and results. Sharing a quiz link directly does not create an assignment record, so teachers cannot track student completion in the classroom.



Open Assignments and select Add Assignment.



Choose the quiz, then select Continue.

4.4

Set Publication and Due Times

- 1 Set Published Date & Time.
- 2 Set Due Date & Time later than the publication time.

Publication and deadline FAQ

Students cannot see or open the assignment before its publication time. They can submit after the due time; Hoppy records the submission as Completed Late.

Check the title and optional notes, then set the publication and due times.

4.5

Create Assignment

- 1 Check the classroom, quiz, notes, and dates.
- 2 Select Create Assignment.

The assignment appears in the classroom immediately for instructors. Students see it in the classroom and their feed when its publication time arrives.

At publication time, Hoppy queues a push notification for every active classroom learner, sends an assignment email to each active learner with an email address, and notifies linked parents. Push delivery still requires a registered device and its notification permission.

Wait until at least one student completes it before continuing to Chapter 5.

Select Create Assignment when the details are ready.

The assignment now appears in the classroom with its publication and due times.

CHAPTER 5

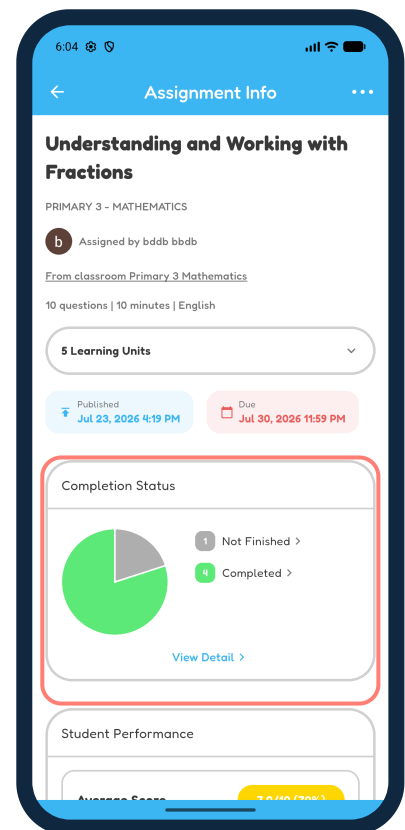
Check Student Completion and Results

See who has completed an assignment, review performance and individual attempts, and identify what needs follow-up.

5.1

View Results

- 1 Open the classroom.
- 2 Open Assignments.
- 3 Select the assignment.

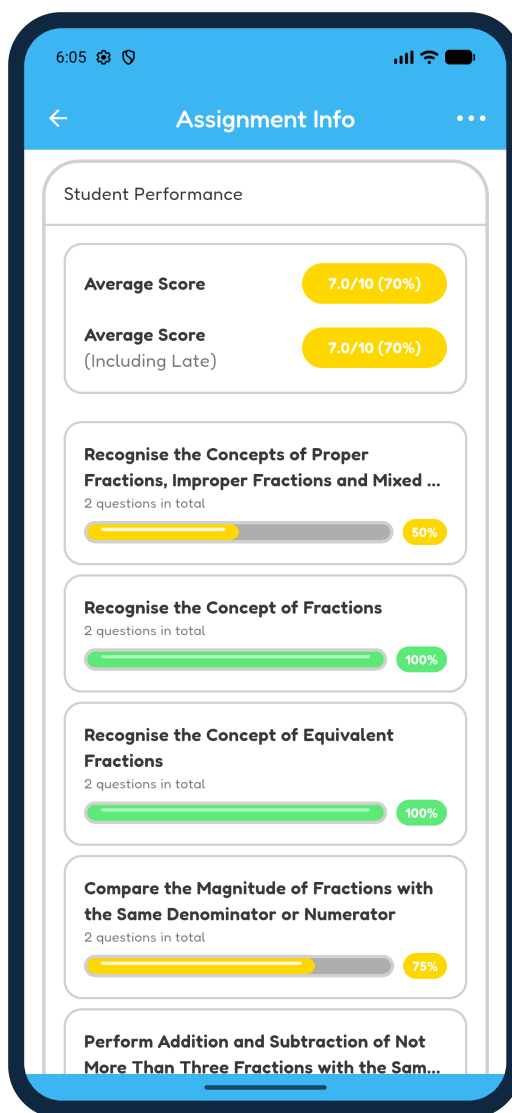


After students submit the assignment, Completion Status and Student Performance appear on Assignment Info.

5.2

Review Class Performance

- Average Score includes assignments completed on time.
- Average Score (Including Late) includes all completed assignments.
- Each learning-unit result shows the number of questions and the class average percentage.



Use the overall averages and learning-unit percentages to identify strengths and areas for follow-up practice.

5.3

Review Student Attempts

Completion status types

Completion Status shows these four types and the number of students in each:

- **Not Finished:** The student has not submitted the assignment, and the due time has not passed.
- **Completed:** The student submitted the assignment by the due time.
- **Completed Late:** The student submitted the assignment after the due time.
- **Overdue:** The due time has passed, and the student has not submitted the assignment.

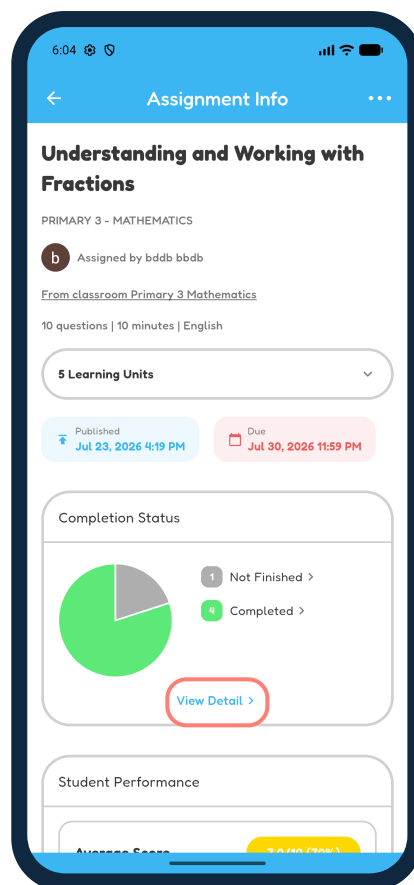
1 Under Completion Status, select View Detail to open All Learners.

2 Check each student's status, score, time spent, and completion time.

3 Select a student marked Completed or Completed Late to open the attempt.

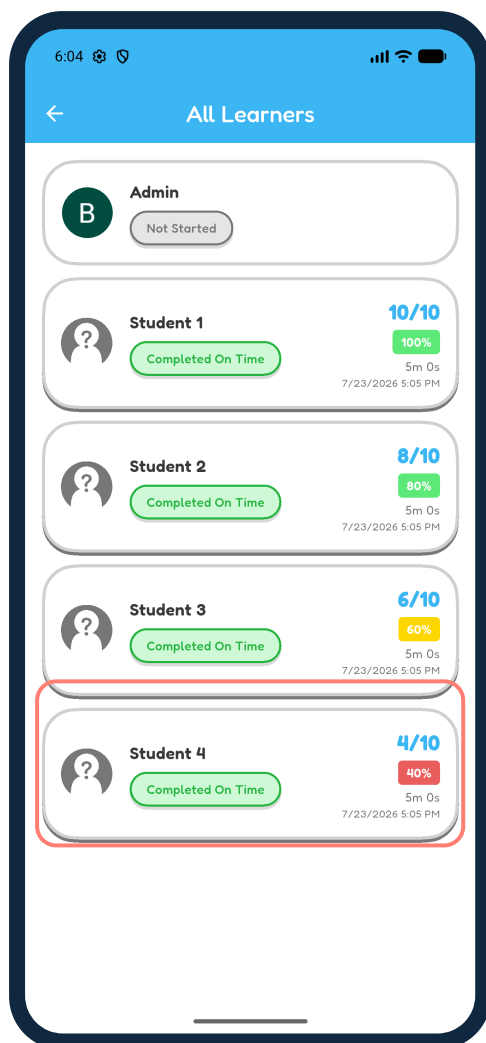
4 Use the numbered controls to review each selected answer, correct answer, and explanation.

5 Close the attempt to return to All Learners, or return again to the assignment.

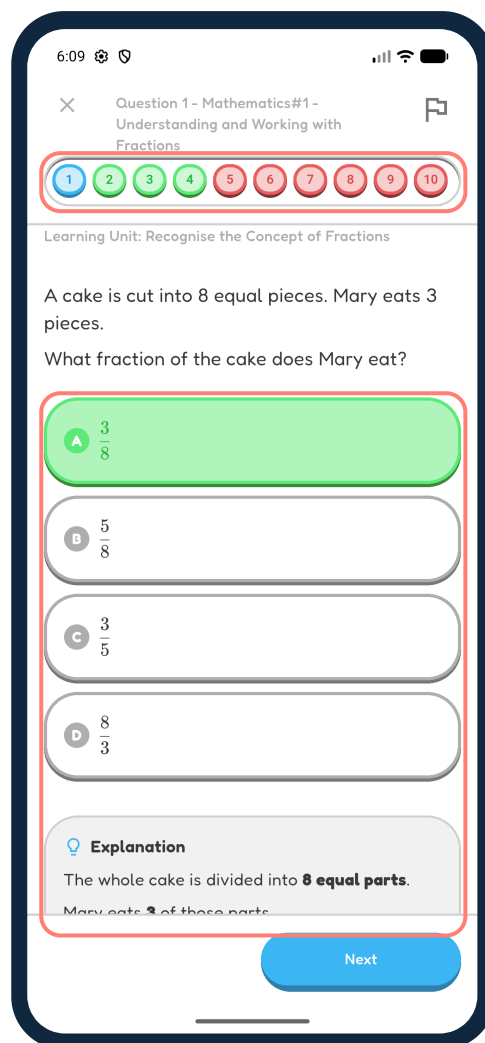


Select View Detail under Completion Status to open All Learners and view each student's information.

5.3 Review Student Attempts — continued



In All Learners, select a student marked Completed or Completed Late.

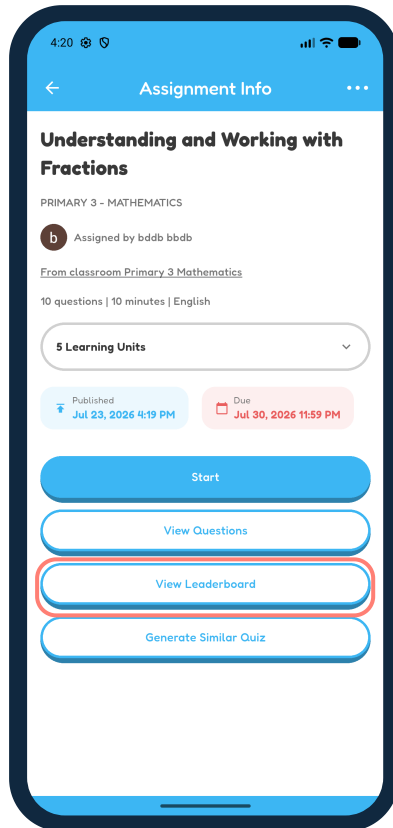


Green numbers mark correct answers and red numbers mark incorrect answers. Select a number to review that question.

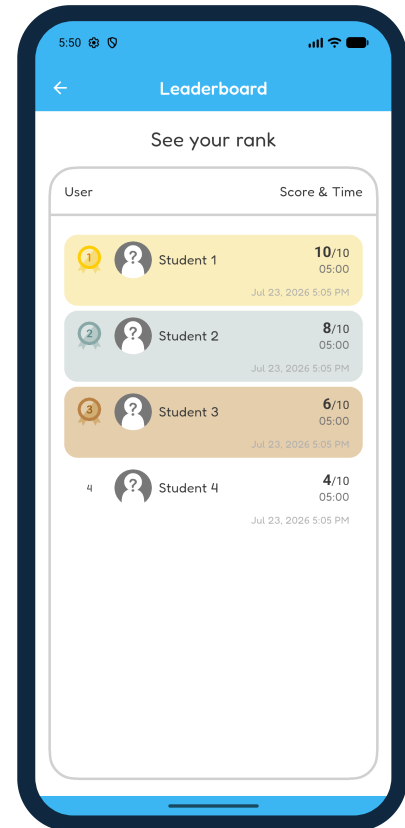
5.4

View Assignment Leaderboard

Open an assignment and select View Leaderboard. Completed attempts are ranked by score and then by earlier completion time. Each entry shows the score, time taken, completion time, and late status.



Select View Leaderboard from the assignment.



The assignment leaderboard ranks completed attempts by score and then completion time.

CHAPTER 6

Create Follow-Up Practice

Respond to learning needs by creating targeted follow-up practice from assignment results.

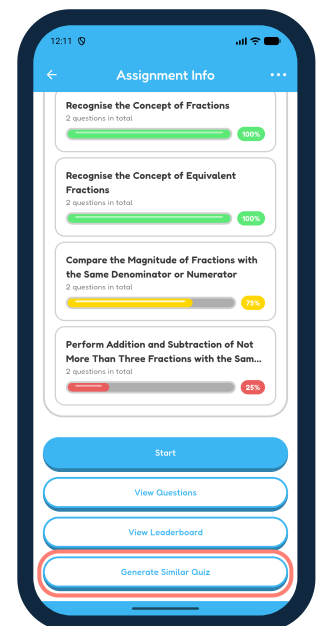
6.1

Generate Follow-Up Quiz

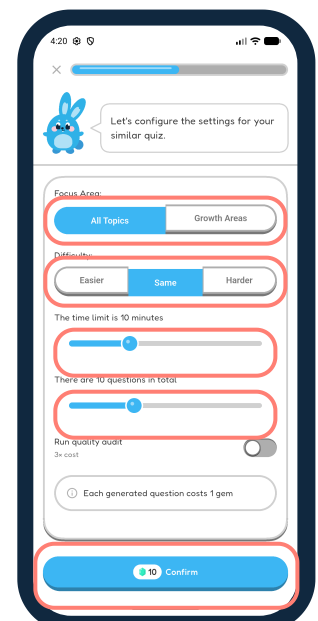
- 1 Open an assignment with student submissions.
- 2 Review the Learning Unit Statistics and identify where students need more practice.
- 3 Select Generate Similar Quiz at the bottom of Assignment Info.
- 4 Choose Growth Areas for targeted practice or All Topics for balanced review.
- 5 Choose Easier, Same, or Harder.
- 6 Set the number of questions and time limit.
- 7 Select Confirm.
- 8 Wait for generation to finish. Hoppy opens the new quiz automatically.

Choose Follow-Up Focus

Growth Areas prioritizes weaker learning units identified from the assignment results. All Topics spreads practice across the assignment's learning units. Use Easier to rebuild confidence, Same to reinforce learning, or Harder to provide extension.



Review the learning-unit results, then select the follow-up quiz button.



Choose the focus and difficulty, set the duration and question count, then select Confirm.

6.2

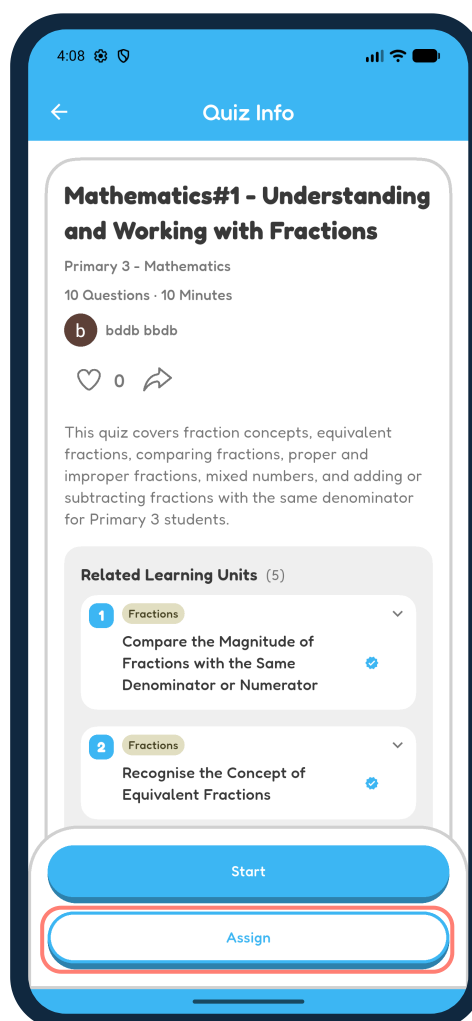
Assign Follow-Up Quiz

- 1 Review the follow-up quiz and make any needed changes.
- 2 Select Assign.
- 3 Choose the same classroom.
- 4 Set the publication and due times, then create the assignment.

For a refresher on creating assignments, see Chapter 4.

Compare Follow-Up Results

After students complete the follow-up assignment, compare its learning-unit results with the original assignment to see whether performance improved. If you need a reminder on how to review completion and results, go back to Chapter 5.



Select Assign to publish the follow-up quiz as a new classroom assignment.

CHAPTER 7

Manage Classrooms and Assignments

Keep classroom management organized by managing members, instructor roles, assignments, and leaderboard settings in one place.

7.1

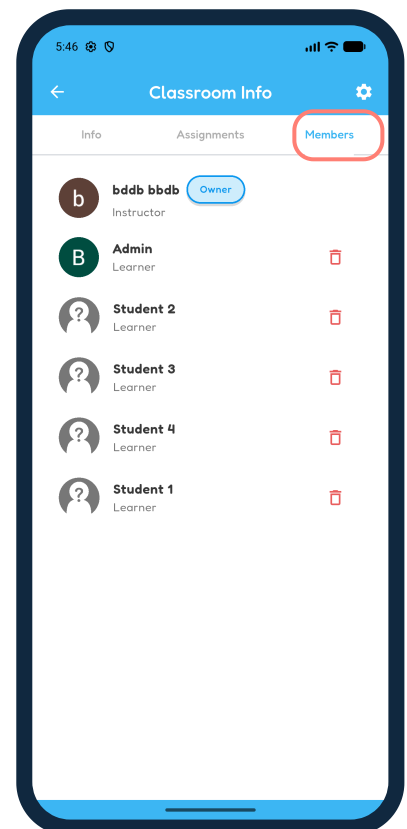
Manage Members and Roles

Open My Classrooms, select a classroom, and open Members to view students, instructors, their roles, and the classroom owner.

To remove a member, select the member, choose Remove from Classroom, and confirm.

Removing an instructor

Only the classroom owner can remove another instructor from the classroom.

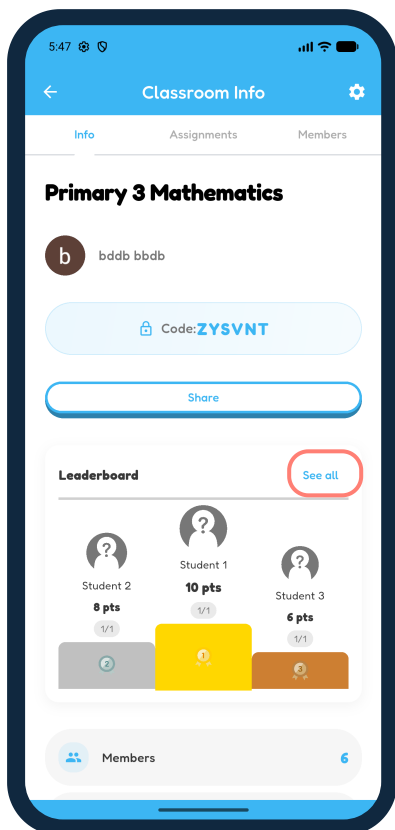


Open Members to review the classroom owner, instructors, students, and available removal controls.

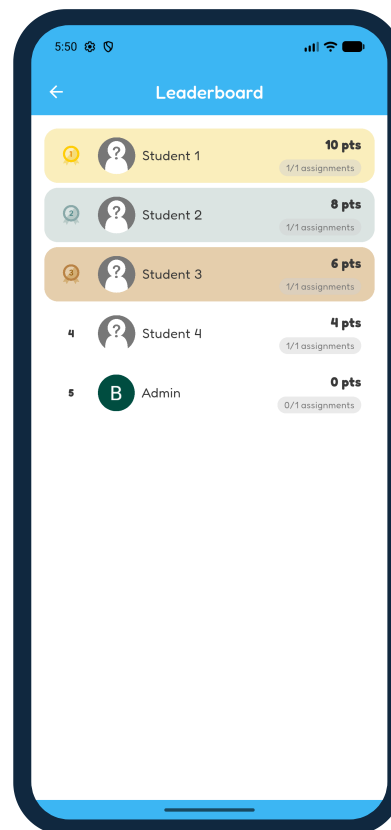
7.2

View Classroom Leaderboard

Open a classroom to see the leaderboard preview, then select See all. The full list shows each student's total points across published assignments and completed assignments out of the total.



Select See all from the classroom leaderboard preview.



The classroom leaderboard ranks students by their total points across assignments.

7.3

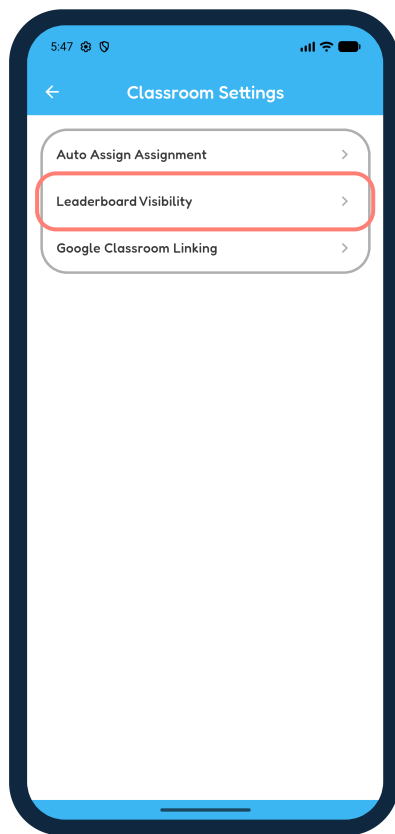
Control Classroom Leaderboard Visibility

Open the classroom, then open Settings and Leaderboard Visibility.

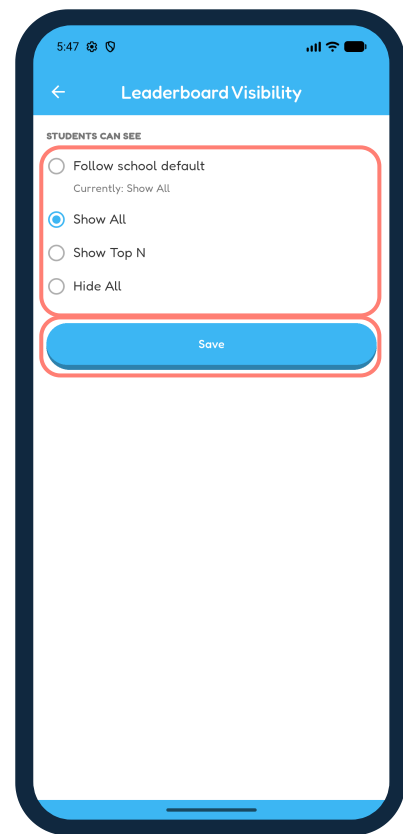
- Show All shows the complete classroom and assignment leaderboards to students.
- Show Top N shows the selected leading positions. Choose 3, 5, 10, or enter a custom number.
- Hide All hides the classroom and assignment leaderboards from students.
- For a School classroom, Follow school default applies the school's leaderboard setting.

Students outside the visible Top N can still see their own position. These options control student access; instructors can still view the full leaderboards.

Only the classroom owner can change the option. A school-managed setting may be read-only.



Open Classroom Settings and select Leaderboard Visibility.



Choose what students can see, then select Save.

7.4

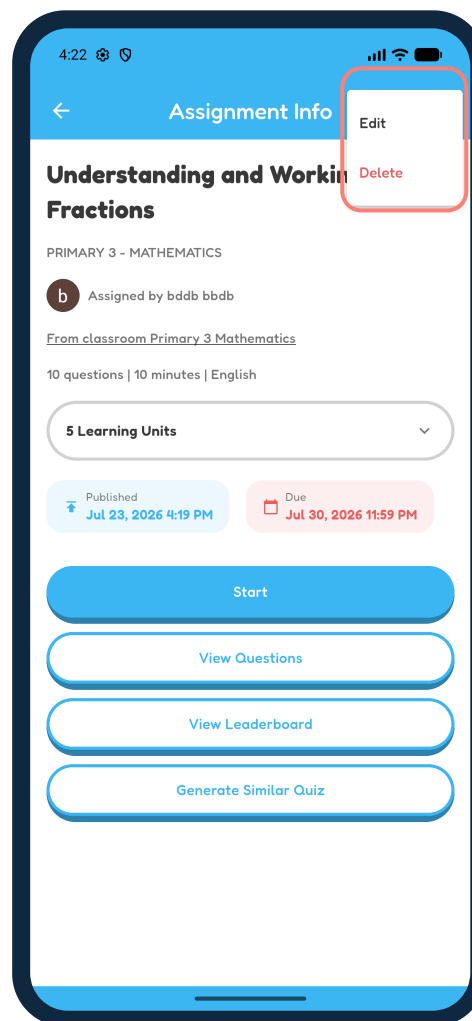
Manage Existing Assignments

An assignment may appear as:

- Unpublished
- Published
- All Completed
- Closed
- Closed (Missing Submissions)

Open an assignment to view its questions and answers. Edit its title, notes, or due date when permitted. The publication time cannot be edited.

Deleting an assignment cannot be undone. If the classroom is linked to Google Classroom, the corresponding Google coursework is also deleted.



Open the three-dot menu to edit or delete an assignment.

CHAPTER 8

Connect Google Classroom

Reduce repeated administration by importing matching students and synchronizing Hoppy assignments and scores with Google Classroom.

- Student import: Match Google Classroom students by email, add existing Hoppy users, and email invitation codes to unmatched students.
- Assignment sync: Create, update, or delete corresponding Google Classroom classwork when Hoppy assignments change.
- Score sync: Send completed Hoppy assignment percentages to Google Classroom as grades out of 100.
- Connection management: Check the status, relink authorization, switch classes, or unlink from Classroom Settings.

8.1

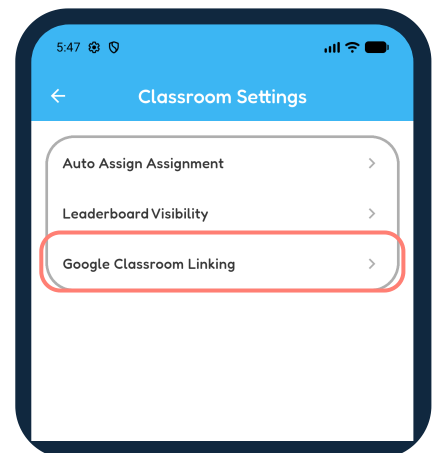
Connect Google Classroom and Sync Students

This chapter is for schools using Google Classroom. Open the Hoppy classroom, then open Settings and Google Classroom Linking.

- 1 Select Link to Google Classroom and authorize the Google account.
- 2 Select the Google Classroom class.
- 3 Keep Import students selected if you want to import the roster.
- 4 Select Link.

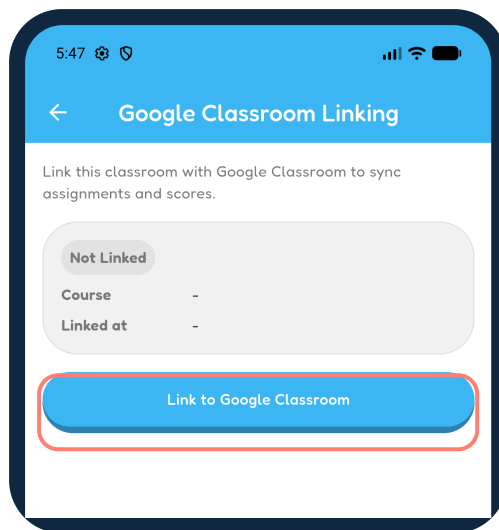
Roster matching uses each student's email address. Matching Hoppy accounts are added to the classroom; unmatched students receive an email invitation code.

Only the classroom owner can manage the link. Google Classroom linking is available for School and Public classrooms.



Open Classroom Settings and select Google Classroom Linking.

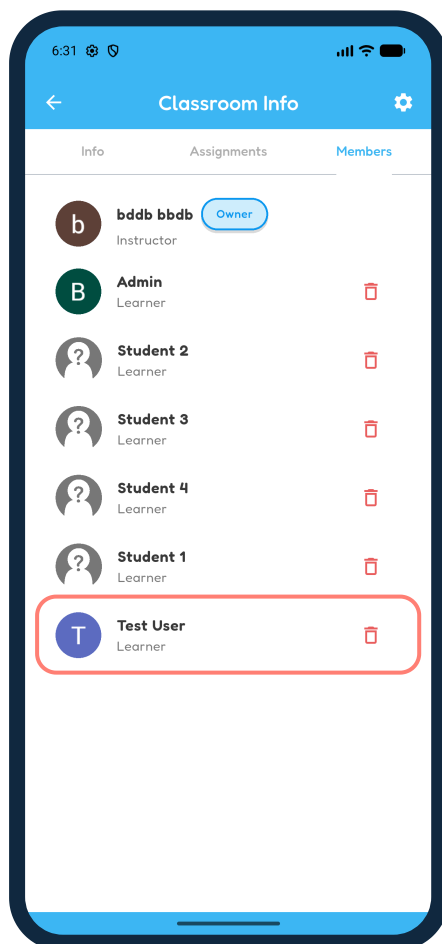
8.1 Connect Google Classroom and Sync Students — continued



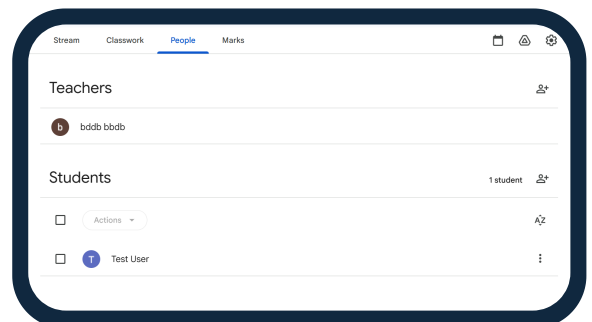
Select Link to Google Classroom to begin connecting a class.



After linking, check that the status is Linked and that the correct Google Classroom class is shown.



Matching Google Classroom students are added under Members. Test User is the imported student in this example.



Compare the Google Classroom People list with Hoppy Members. After roster matching, Test User appears in both.

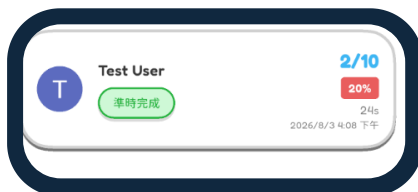
8.2

Sync Assignments and Scores

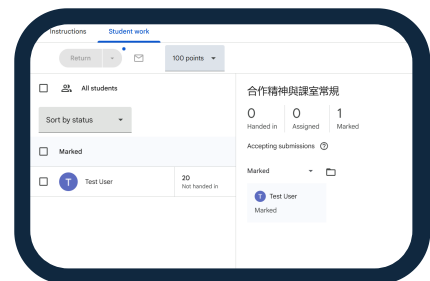
- Publishing a Hoppy assignment creates corresponding Google Classroom coursework.
- Changing its title or deadline updates the Google coursework.
- Completing the Hoppy assignment sends the student's percentage score as a grade out of 100.
- Deleting the Hoppy assignment deletes the corresponding Google coursework.

One-way limitations

Google Classroom assignments do not import into Hoppy. Grades edited in Google Classroom do not return to Hoppy.



Hoppy records Test User as completing the assignment with a score of 2/10 (20%).



Google Classroom shows the synchronized score as 20/100 and moves Test User to Marked.

8.3

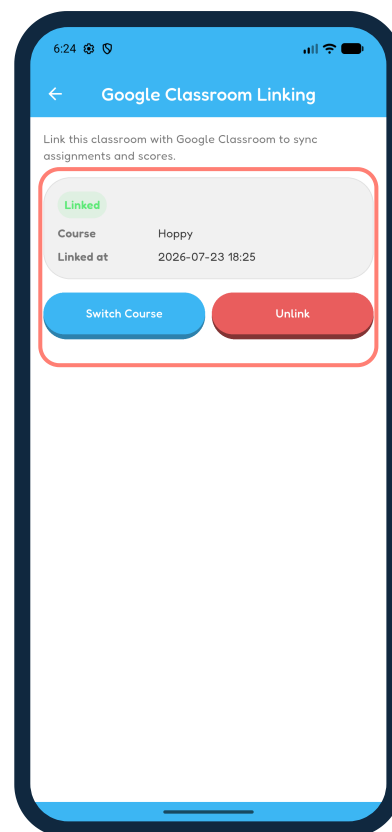
Manage or Unlink Google Classroom

Open the Hoppy classroom, then open Settings and Google Classroom Linking. The connection status appears as Not Linked, Linked, or Linked (Action Required). Only the classroom owner can manage this connection.

- Relink restores an expired or inactive Google authorization so synchronization can continue.
- Switch Course connects future assignments and scores to another Google Classroom class. Existing classwork stays in the original class and does not move.
- Select Import students while linking or switching if you want to import that class roster. Student import occurs at that time; it is not a continuous roster sync.
- Unlink stops future assignment and score synchronization. Existing classwork and synchronized scores remain in Google Classroom.
- Students already imported into Hoppy remain members of the Hoppy classroom after unlinking.

Before unlinking

Unlinking disconnects this Hoppy classroom but does not delete existing Google Classroom classwork. Confirm that you no longer need future synchronization before continuing.



Check the connected class and status. Use Switch Course, Relink, or Unlink only when you need to manage the connection.

CHAPTER 9

Advanced Quiz Options and Preferences

Save your usual grades, subjects, languages, and quiz instructions so new quizzes start closer to your teaching needs.

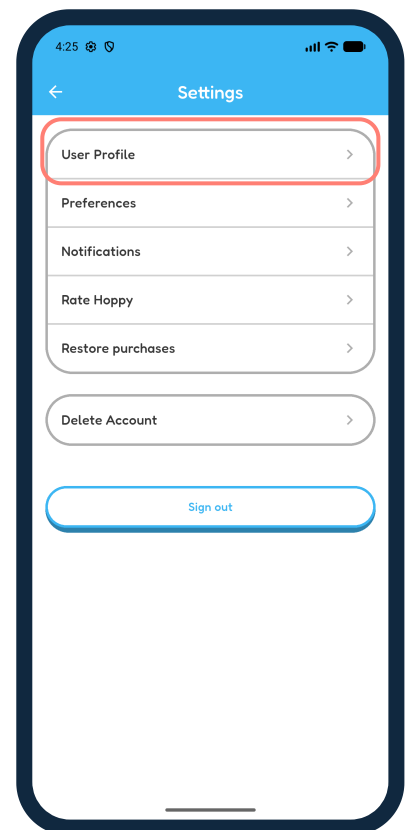
9.1

Set Usual Grades and Preferred Subjects

Open Profile, select the settings gear, and open User Profile.

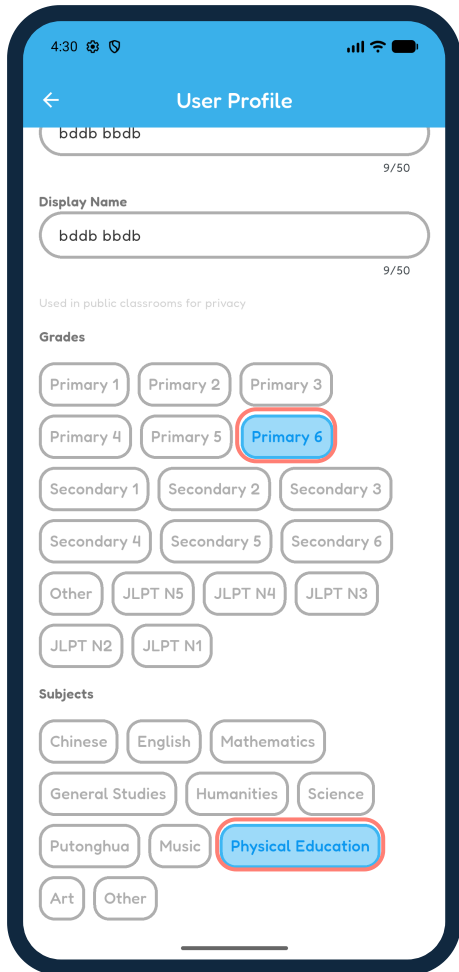
- 1 Choose the grades you usually teach.
- 2 Choose your preferred subjects.
- 3 Wait for the changes to save automatically.
- 4 Open Explore to see the result.

After saving, Explore selects one of your usual grades and moves your preferred subjects to the front. The available subject list does not change.

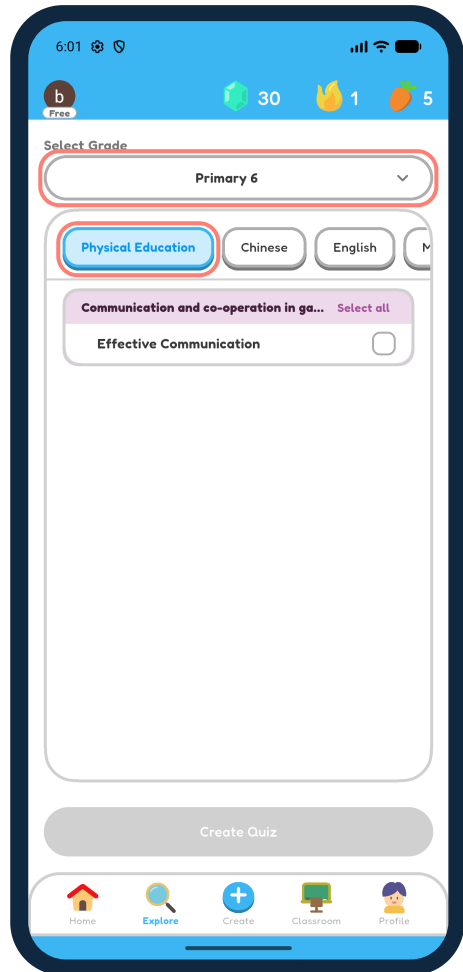


Open Profile, select the settings gear, then open User Profile.

9.1 Set Usual Grades and Preferred Subjects — continued



Before: save the grades you usually teach and the subjects you want shown first.



After: Explore opens with a usual grade selected and a preferred subject moved to the front. Other subjects remain available.

9.2

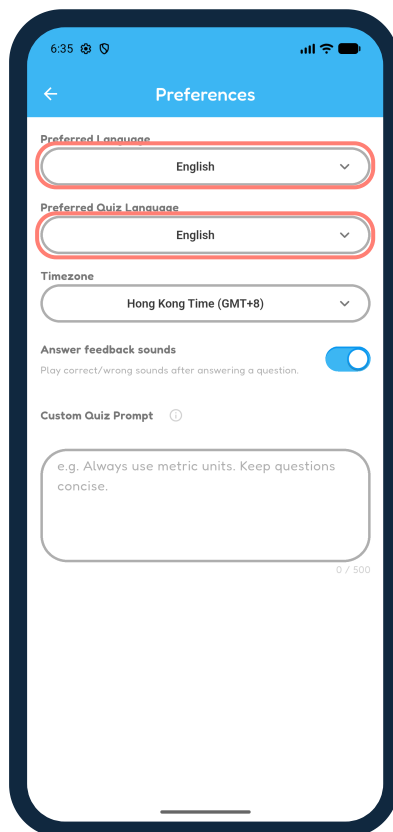
Set App and Quiz Languages

From Settings, open Preferences.

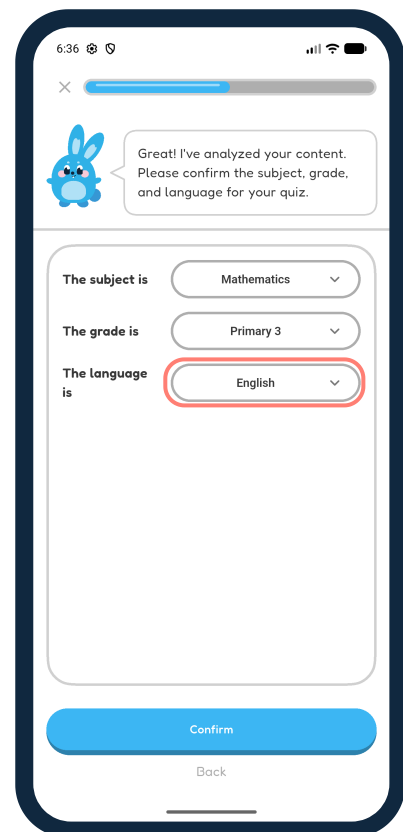
- Preferred Language changes Hoppy's menus, buttons, and instructions.
- Preferred Quiz Language provides the starting language for newly created quiz content.

Existing quizzes

Changing these preferences does not translate quizzes that already exist.



Choose the language used by Hoppy's interface and the starting language for newly created quizzes.



Effect: Hoppy's instructions appear in the preferred app language, while the language for a new quiz starts with the preferred quiz language.

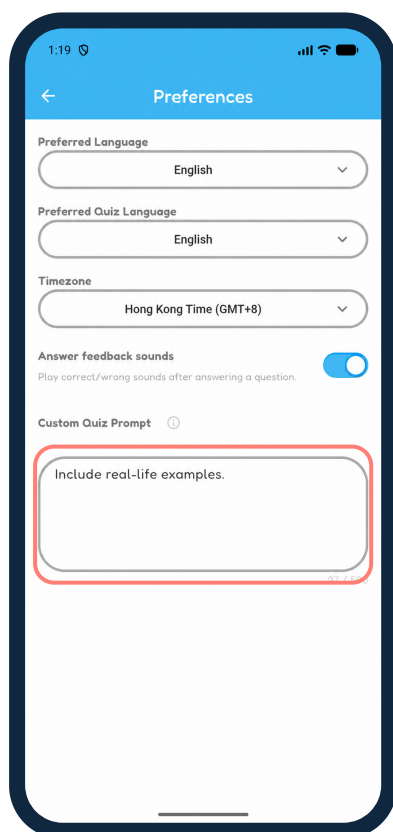
9.3

Save Quiz Instructions

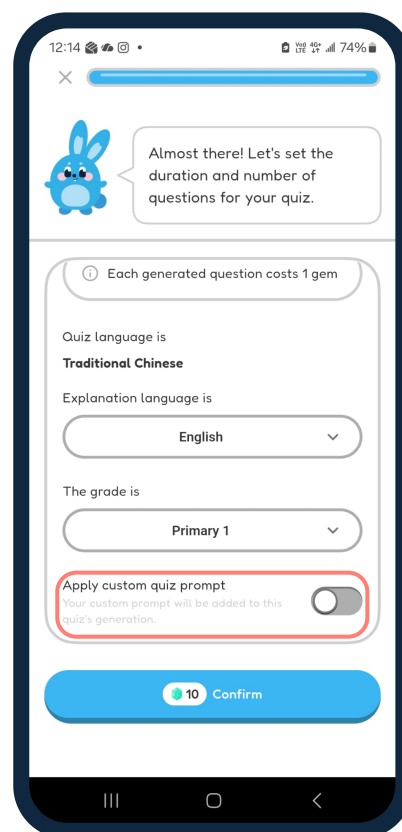
- 1 On the Preferences page, find Custom Quiz Prompt.
- 2 Enter reusable instructions. For example: Include real-life examples; keep each question concise; or use Traditional Chinese explanations suitable for Secondary 2 students.
- 3 Wait for the prompt to save automatically.
- 4 During quiz creation, turn on Apply custom quiz prompt when you want to use the saved instructions.

Effect on quiz generation

When enabled, Hoppy applies the saved instructions while generating the quiz. When disabled, the saved prompt is not applied. Instructions guide generation but do not guarantee a perfect result, so review every generated question.



Enter a simple reusable instruction. This example asks Hoppy to include real-life examples.



Turn on Apply custom quiz prompt to use the saved instructions for this quiz.

9.4

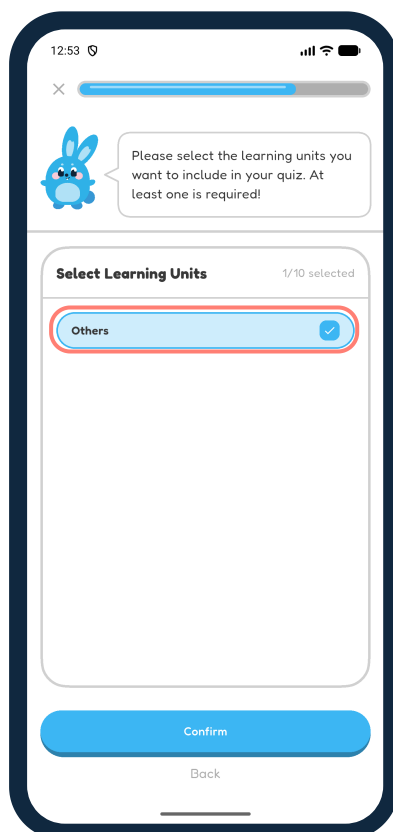
Use the Others Learning Unit

Others is a fallback in Create for content that does not match a specific learning unit.

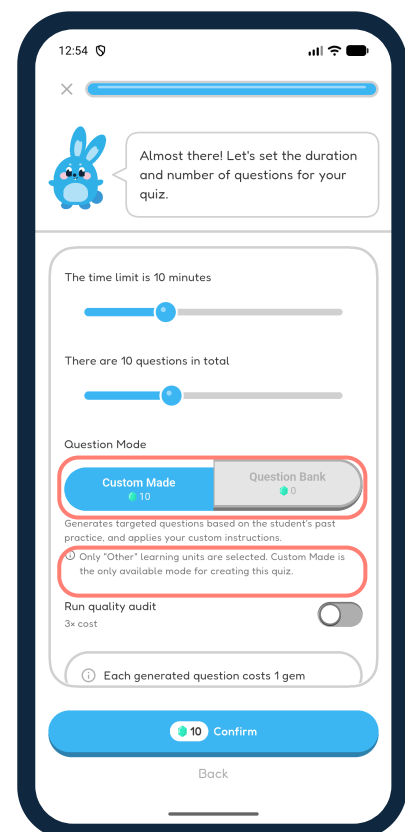
- Hoppy may suggest or select Others when your quiz description or reference materials do not match the available learning units.
- Use Others only when no specific learning unit accurately describes the content.
- Provide a clear quiz description or suitable reference materials so Hoppy knows what questions to generate.
- Select Custom Made. Question Bank requires at least one specific learning unit with existing questions.

Not a curriculum topic

Others does not add a new named learning unit. It groups content that falls outside the available learning-unit list.



When the requested content does not match a specific learning unit, Hoppy can select Others automatically.



With only Others selected, use Custom Made. Question Bank is unavailable because Others has no existing question pool.



KEEP TEACHING

You are ready to teach with Hoppy!

Use Hoppy to create quizzes, publish classroom assignments, review learning results, and build follow-up practice for your students.



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hoppy.day