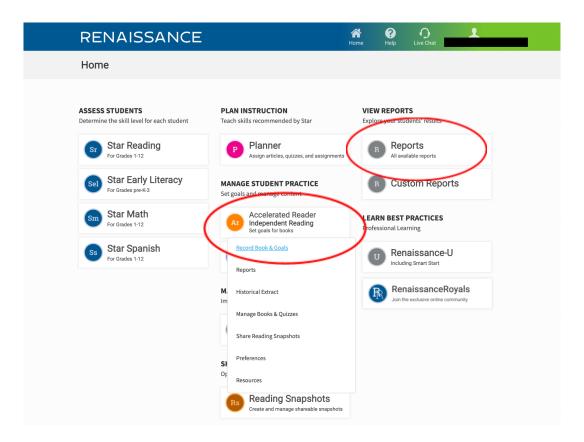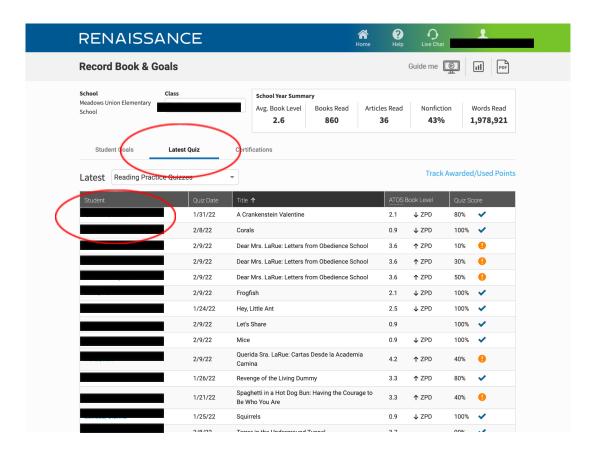1. Access your **RECORD BOOK & GOALS** via the Accelerated Reader button or Reports button.

2. Once open, select **LATEST QUIZ**. Select the **student's name** that needs their quizzes edited.

3. From here you will get an **ELLIPSIS** on the right that says **ACTIONS**. **Click this and you will be able to edit scores, deactivate quizzes (delete), and more.**