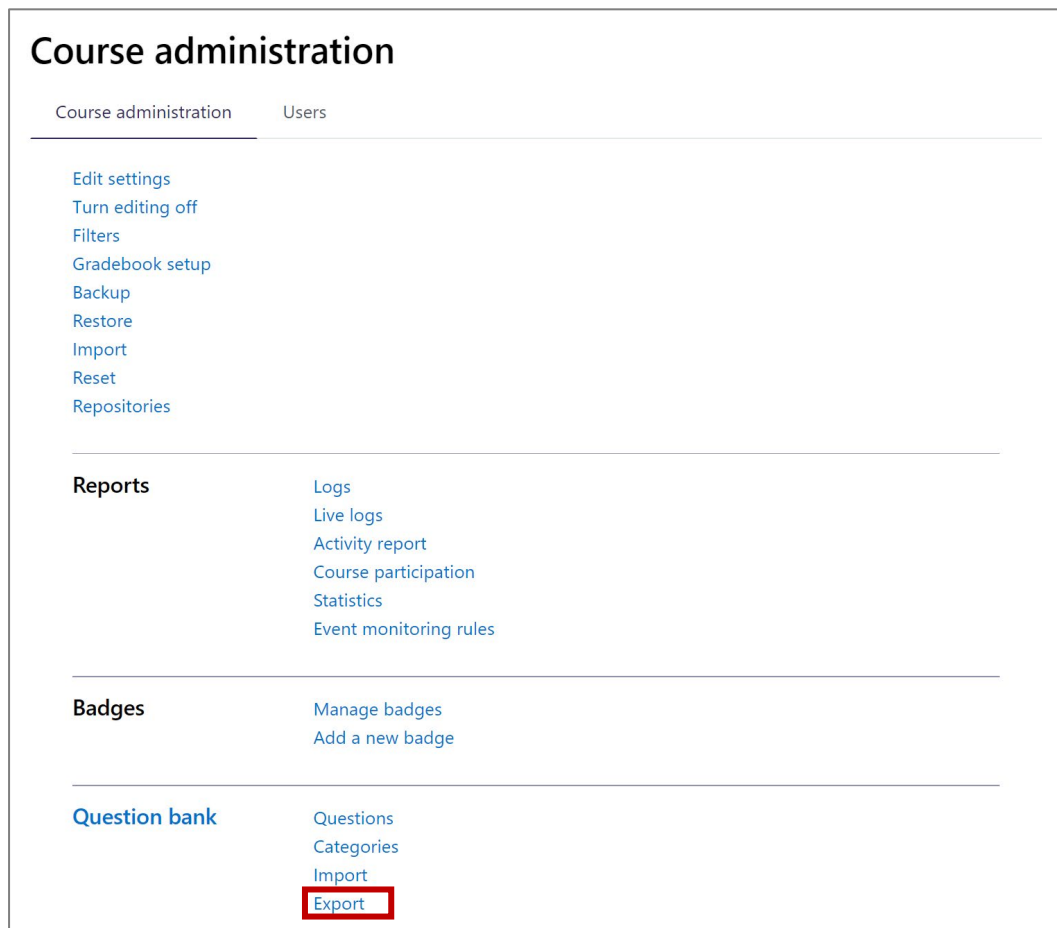


Questions export/import

Sometimes you may need to share quiz questions in between courses. If those questions are in **Question bank**, it is easy to do that.

1. Navigate to **Question bank** section and select **Export**.



2. New page, called *Export questions to file* comes up.
 - a. Select: **File format > Moodle XML format**
 - b. Vali **Export category > ...**
 - c. Pay attention to that **Write category to file** and **Write context to file** are also selected.

Note: On the image below, you can see that a special category called **Module 01 (1)** is selected. If your questions are not divided into categories, you have less freedom to filter what you want to export. Therefore, it is suggested that if that is the case, please do that before the export.

3. Click on **Export questions to file**.

Export questions to file ?

▼ Collapse all

File format

☐ Aiken format ?
☐ GIFT format ?
☒ Moodle XML format ?
☐ XHTML format ?

General

? Export category: Module 01 (1) ▼
☒ Write category to file ☒ Write context to file

Export questions to file

- Dialog **Save As** comes up. Select the location into where you want to locally save the exported file. Currently the **Desktop** is selected. Click **Save**.

TOC0101 Moodle sample course

Dashboard / My courses / Tallinna Tehnikaülikool / Administrative and Support Structure / Educational Technology Centre / Koolituste ajutised liivakastid / TOC0101 Moodle sample course / Question bank / Export

Questions Categories Import Export

Your export file should start to download shortly. If not, please [click here](#).

Continue

Save As

← → ↑ > This PC > Desktop Search Desktop

Organise New folder

Name	Date modified	Type	Size
No items match your search.			

File name: questions-TOC0101-Module 01-20190930-1820.xml

Save as type: XML Document (*.xml)

Save Cancel

- Select another course, into where you want to import those questions that you previously exported. Once again, from the section **Question bank** > select now **Import**. Dialog opens:
 - File format > Moodle XML format.**
 - Open section **General** and check that you have selected the correct category into which you want to import those questions. On the other hand, please recall that we wrote the

category into the export file and therefore this helps us to import those questions into the same category also. There is a special selection box **Get category from file** for that reason.

Import questions from file [Expand all](#)

File format

Aiken format ? Blackboard ? Embedded answers (Cloze) ?
Examview ? GIFT format ? Missing word format ?
Moodle XML format ? WebCT format ?

General

Import questions from file

Import

Choose a file... Maximum size for new files: 100MB

You can drag and drop files here to add them.

Import

There are required fields in this form marked .

- c. Navigate to the folder into where you export your questions (find that *.xml file). Just drag and drop that file into the box (shown down below). Alternatively, you can click on **Choose a file...** and navigate and pick that same file from your PC.

Questions Categories Import Export

Import questions from file [Expand all](#)

File format

Aiken format ? Blackboard ? Embedded answers (Cloze) ?
Examview ? GIFT format ? Missing word format ?
Moodle XML format ? WebCT format ?

General

Import questions from file

Import

Choose a file... Maximum size for new files: 100MB

Drop files here to upload

Import

There are required fields in this form marked .

questions

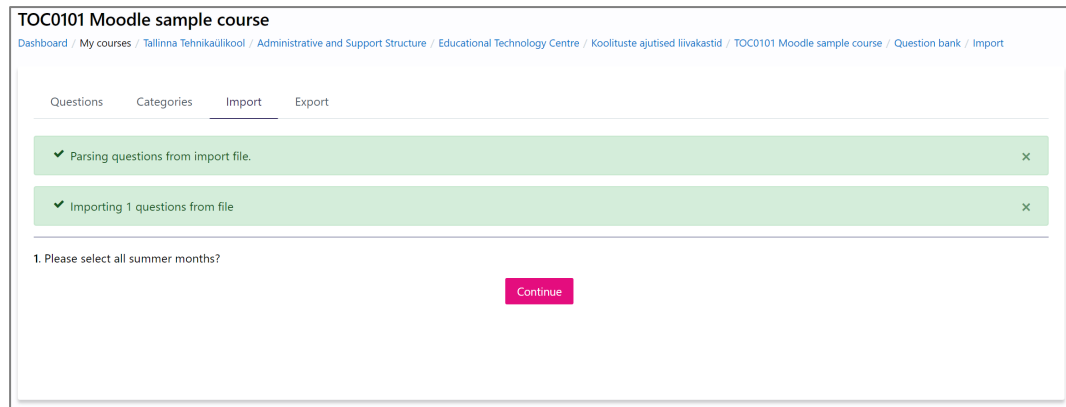
File Home Share View

This PC Desktop questions

Name Date modified

questions-TOC0101-Module 01-20190... 30.09.2019 18:20

- d. Click on **Import**.



- e. You get a preview of questions that will be imported. Confirm by clicking on **Continue**.
5. If you now investigate your **Questions bank**, you should see a category called **Module 01** (or any other name you used) with all the questions from the previous course. You have a possibility to relocate those questions into some other categories.

Summary

By that we have successfully completed the export/import workflows in terms of adding questions from one course to another. But please remember that if you now want to create a quiz based on those questions, you need to create **Quiz** activity first, choose the settings for your quiz and add questions from imported categories. Please do refer to the guidelines that explains the basic workflows for that.