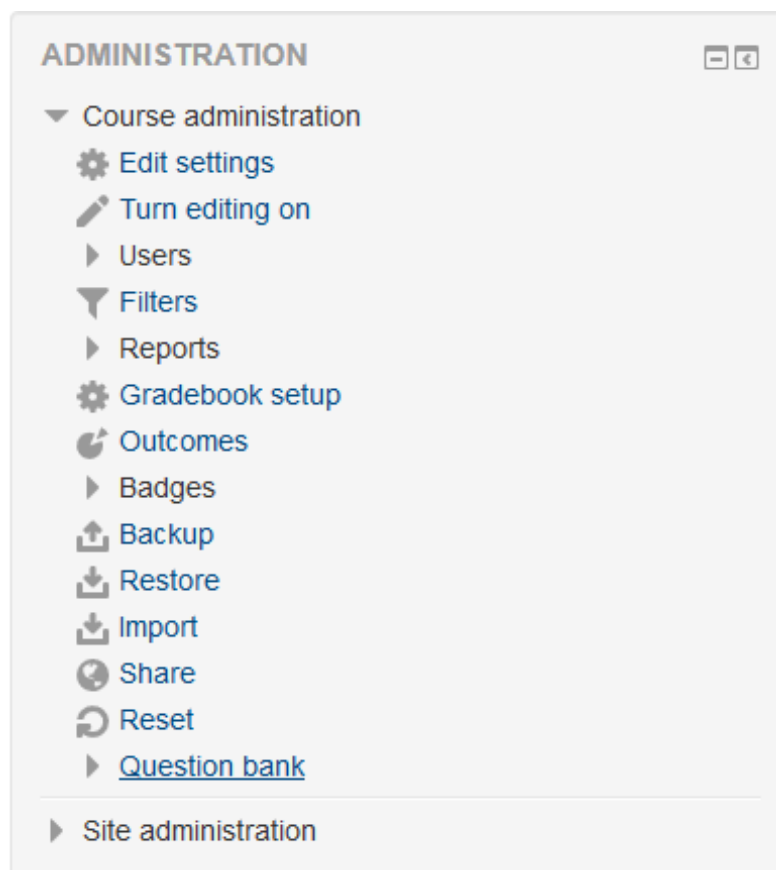


Question bank creation in Moodle

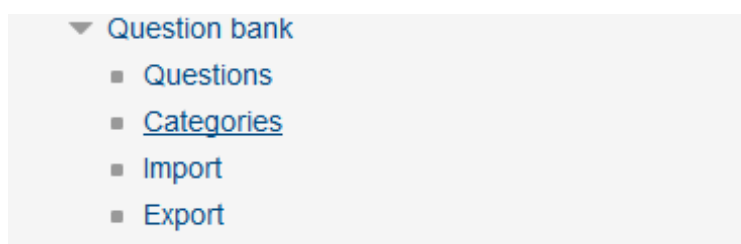
Last Modified on 11/13/2018 1:27 pm EST

Once creating a quiz in your course, that quiz will be saved as a question bank. You may however, manually add a question bank to your course.

1. In the administration block of your course, locate the “question bank” dropdown option.



2. Select that menu, and then select “categories”



3. The following should appear:

▼ Add category

Parent category ⓘ Default for TECHNOLOGY EXPERIMENTATION DUMMY COURSE (6) ▼

Name *

Category info

Paragraph B I [List Icons] [Link Icon] [Image Icon] [Media Icon]

Path: p

4. Give your new category a name and select “Add Category”

Add category

5. Return to the “Categories” page

6. Select the drop box and now your new category should appear

▼ Add category

Parent category ⓘ

Name *

Category info

Default for TECHNOLOGY EXPERIMENTATION DUMMY COURSE (6) ▼

Course: TECHNOLOGY EXPERIMENTATION DUMMY COURSE

Top for TECHNOLOGY EXPERIMENTATION DUMMY COURSE

Default for TECHNOLOGY EXPERIMENTATION DUMMY COURSE (6)

R&B

Category: Academic & Student Affairs

Top for Academic & Student Affairs

top

Default for Academic & Student Affairs

System

Top for System

top

Default for System

3. You may drag a file or choose a file to place

NOTE: This file must be saved as a “text file”, preferably “Plain Text”

4. Once you have the file of your choice, you will import the file by selecting “Import”

▼ Import questions from file

Import *

Choose a file...

Maximum size for new files: 250MB

ABAWH is a K.txt

Import

5. If all is well with the file, the following will appear.

Parsing questions from import file.

✕

Importing 1 questions from file

✕

1. ABAWH is a K.Michelle Album

Continue

6. Select “Continue”

7. The imported question now appears in your Question Bank

<input type="checkbox"/>	1) Musical punctuation, which is similar to a comma or period in a sentence, is called	Joel Staves	Joel Staves
	*a) Candence b. Syncopation c. chord d. scale	8 October 2018, 1:59 PM	8 October 2018, 1:59 PM
<input type="checkbox"/>	2) Music that rejects the framework of key is described as	Joel Staves	Joel Staves
	*a) atonal b. polytonal c. hypertonal d. anti-tonal	8 October 2018, 1:59 PM	8 October 2018, 1:59 PM
<input type="checkbox"/>	ABAWH is a K.Michelle Album	Joel Staves	Joel Staves
	ABAWH is a K.Michelle Album	8 October 2018, 3:27 PM	8 October 2018, 3:27 PM
<input type="checkbox"/>	Green	Joel Staves	Wendi Prater
	Green is a combination of blue and yellow. To access the Kindle Cloud Reader click here .	1 October 2018, 2:27 PM	1 October 2018, 4:25 PM
<input type="checkbox"/>	social workers	Joel Staves	Joel Staves
	Social workers strive for the improvement of humanity as a whole www.amazon.com/ap/signin	1 October 2018, 2:33 PM	1 October 2018, 4:02 PM
<input type="checkbox"/>	SWLA	Joel Staves	Joel Staves
	SWLA consist of Calcasieu, Cameron, Jeff David, Allen, and Beauregard parishes www.amazon.com/ap/signin	1 October 2018, 2:31 PM	1 October 2018, 4:01 PM

With selected:

8. You may move this question to the category of your choice by selecting the box to the left of the question then selecting the dropdown menu next to the “Move To >>” button at the bottom of the screen.

<input checked="" type="checkbox"/>	ABAWH is a K.Michelle Album	Joel Staves	Joel Staves
	ABAWH is a K.Michelle Album	8 October 2018, 3:27 PM	8 October 2018, 3:27 PM

9. Select the “Move to >>” button.

With selected:

Delete

Move to >>

Default for TECHNOLOGY EXPERIMENTATION DUMMY COURSE (6)

Course: TECHNOLOGY EXPERIMENTATION DUMMY COURSE
Default for TECHNOLOGY EXPERIMENTATION DUMMY COURSE (6)
R&B
Category: Academic & Student Affairs
top
Default for Academic & Student Affairs
System
top
Default for System

10. Return to the “Questions” section and select the new category.

11. The question is now in the new category!

Question bank

Select a category:

R&B (1)

No tag filters applied

Filter by tags...

- ☒ Show question text in the question list
- [Search options](#) ▼
- ☒ Also show questions from subcategories
- ☒ Also show old questions

Create a new question ...

☐ [Question](#)

☐ [ABAWH is a K.Michelle Album](#)



Created by
First name / Surname / Date
Joel Staves
8 October 2018, 3:27 PM

Last modified by
First name / Surname / Date
Joel Staves
8 October 2018, 3:27 PM

ABAWH is a K.Michelle Album

With selected:

Delete

Move to >>

R&B (1)

12. To preview the question select the magnifying glass option (blue square has been placed around magnifying glass for better identification in this example

☐ [Question](#)

☐ [ABAWH is a K.Michelle Album](#)

Created by
First name / Surname / Date
Joel Staves
8 October 2018, 3:27 PM

Last modified by
First name / Surname / Date
Joel Staves
8 October 2018, 3:27 PM

ABAWH is a K.Michelle Album

With selected:

Delete

Move to >>

R&B (1)



13. Your question is now available.

Preview question: ABAWH is a K.Michelle Album

Question 1

Not yet answered

Marked out of 1.00

ABAWH is a K.Michelle Album

Select one:

- ☐ a. False
- ☐ b. True

Start again

Save

Fill in correct responses

Submit and finish

Close preview

14. To Import a Short Answer question, you would follow the same procedure(s), except, you would select "Gift Format" rather than "Aiken format"

File format


- * ☐ Aiken format ?
- ☐ Blackboard ?
- ☐ Embedded answers (Cloze) ?
- ☐ Examview ?
- ☒ Gift format ?
- ☐ Hot Potatoes X
- ☐ Missing word f
- ☐ Moodle XML fo
- ☐ WebCT format

Gift format

Gift format enables multiple-choice, true-false, short answer, matching, missing word, numerical and essay questions to be imported or exported via text file.

[More help](#)

General

 Briefly describe the Harlem Renaissance - Notepad

File Edit Format View Help

Briefly describe the Harlem Renaissance.

Question bank

Select a category:

R&B (2) ▼

No tag filters applied

Filter by tags... ▼

☒ Show question text in the question list

[Search options](#) ▼

☒ Also show questions from subcategories

☒ Also show old questions

Create a new question ...

<input type="checkbox"/> T Question	Created by First name / Surname / Date	Last modified by First name / Surname / Date
<input type="checkbox"/> Briefly describe the Harlem Renaissance.	Joel Staves 8 October 2018, 4:06 PM	Joel Staves 8 October 2018, 4:06 PM
Briefly describe the Harlem Renaissance.		
<input type="checkbox"/> ABAWH is a K.Michelle Album	Joel Staves 8 October 2018, 3:27 PM	Joel Staves 8 October 2018, 3:27 PM
ABAWH is a K.Michelle Album		
With selected:		
Delete	Move to >>	R&B (2) ▼

15. To export a question from a file, you will select “Export” from the “Question Bank” menu

16. Select the “Gift Format”

▼ File format

* ☐ Gift format ?
☐ Moodle XML format
☐ XHTML format

▼ General

Export category ? R&B (1)

Gift format

Gift format enables multiple-choice, true-false, short answer, matching, missing word, numerical and essay questions to be imported or exported via text file.




[More help](#)

17. Select “Export questions to file”


Export questions to file

 Collapse all

File format

- * ☒ Gift format 
- ☐ Moodle XML format 
- ☐ XHTML format 

General

Export category  R&B (1)

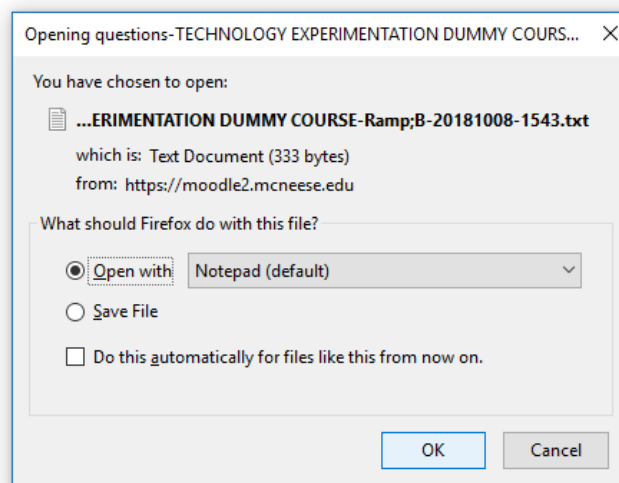
☒ Write category to file ☒ Write context to file

Export questions to file

18. The following should appear:

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

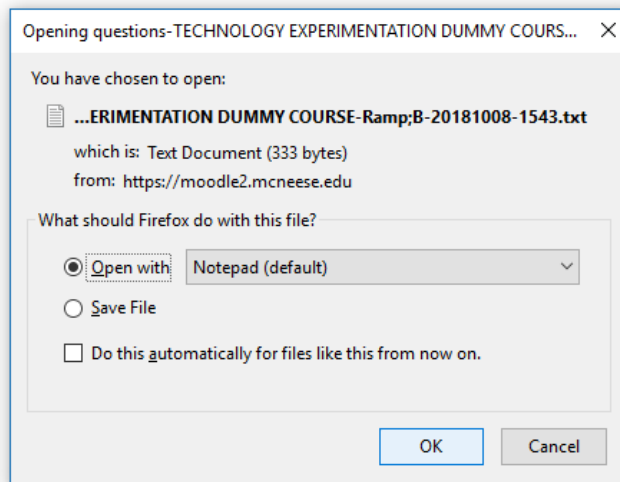
Continue



19. You may select how you want the file to save, in the example; we are going to select “Notepad” which is our default.

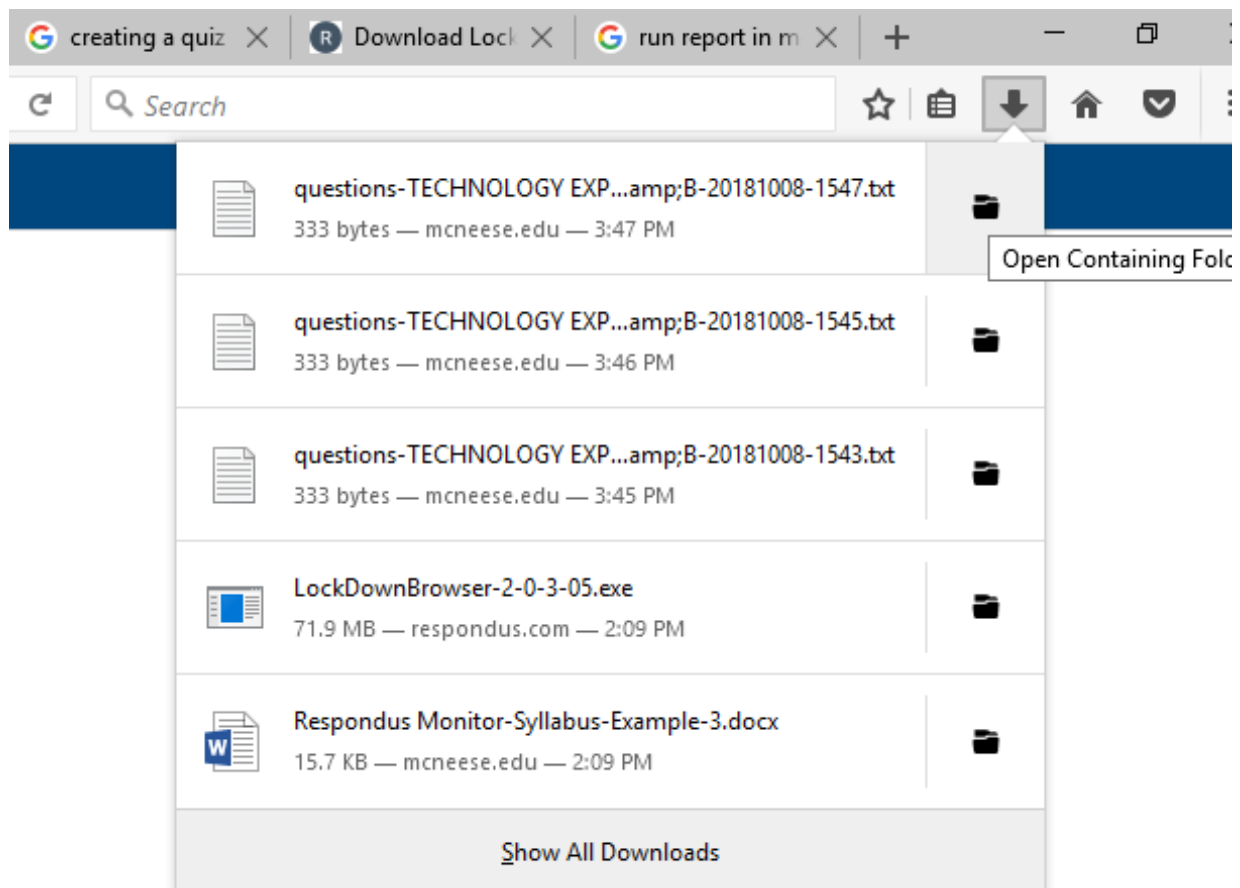
Your export file should start to download shortly. If not, please [click here](#).

Continue




20. Click “OK”

21. In the top right portion of the screen, check the download status and select to view the folder that file is in (generally this will appear in your “downloads” folder).



22. File should now appear in "downloads" folder.

	questions-TECHNOLOGY EXPERIMENTA...	10/8/2018 3:46 PM	Text Document	1 KB
---	-------------------------------------	-------------------	---------------	------
