

Importing Questions into Moodle4Me

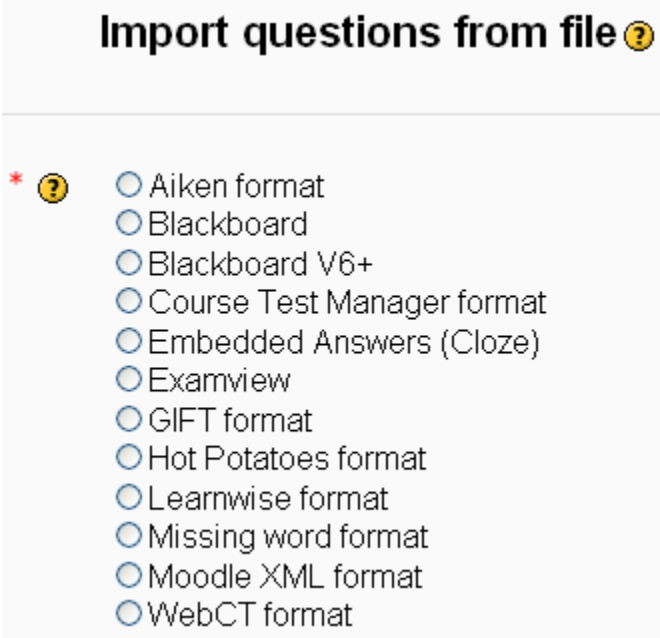
Importing questions from an existing file

You can import questions from a Plain Text file (.txt) file. Whether you are saving the file from MS Word or Notepad, it is very important to make sure the format is UTF-8 (8-bit Unicode Transformation Format). This makes the file compatible with generic systems.

Question bank import process

The question bank allows you a great deal of flexibility when importing questions. You should first create categories (folders) in your Moodle4Me Question Bank area (Administration > **Questions**) to keep your questions organized by chapter, topic or exam.

To import questions into your course, use the **Questions** link in the course Administration block and select the **Import** tab.



Import questions from file ?

* ?

- Aiken format
- Blackboard
- Blackboard V6+
- Course Test Manager format
- Embedded Answers (Cloze)
- Examview
- GIFT format
- Hot Potatoes format
- Learnwise format
- Missing word format
- Moodle XML format
- WebCT format

Select the question type to import

General - pick the destination category; uncheck the context and category information that maybe contained in the question file.

Select **Nearest grade if not listed** option for Match grades and **Yes** if an error is detected in the import process.

Determine the file to import by browsing your computer.

Use the **Upload this file** button to import the questions.

General

Category ?	Moodle Timer (Features) (5) ▼
<input checked="" type="checkbox"/> Get category from file	<input checked="" type="checkbox"/> Get context from file
Match grades ?	Error if grade not listed ▼
Stop on error ?	Yes ▼

Import from file upload...

Upload (Max size: 2MB)

Import from file already in course files...

Choose a file

You can also import from a file already in the course Files area. A popup window will take you to the course files start page. Use the "Import from this file" button.

The next page will display all of the questions imported. Click **Continue**.

You can check your imported questions by selecting the **Questions** tab in the course question bank and selecting the category.