

Question Banks and Sharing Questions ...

This handout explains how we can generate Question Banks, use Categories to Structure them and also share them across modules on QMPlus



An Overview -

A Quiz is an assessment tool in QMPlus. **Questions** that you want to ask to the students.

There are 2 ways of adding questions to a quiz: 1) Directly! 2) From a **Question Bank**.

Some Background Information

The *Questions* in a quiz are actually stored in a '**Question Category**'.

ALL Question Categories are housed and managed under the **Question Bank**.

Categories are like containers for your questions. Moodle only introduced them to help teachers keep their courses organised. Instead of keeping ALL the questions that you may ask students in your course, together in ONE place, Moodle lets you separate them out in Categories so that you may for instance –

- Keep questions regarding the 1st Chapter of your course in a Category called *Chapter 1*.
- Re-use questions in different quizzes on the same course
- Re-use questions in quizzes on other courses

Every course on Moodle comes pre-ready with a DEFAULT category.

Using the Question Bank makes Quiz Building more efficient.

Generating your Question Bank

1. Select Turn Editing On
2. Select and open your quiz from the course page. Then select the **arrow** beside Question Bank from the left hand Navigation. Select **Categories** from the expanded list.

3. Fill out the **Add Category** section to create a new category. Specify where this category is held (**Parent Category**).

4. To add Questions to your category, select **Questions** from the left hand Navigation under **Question Bank**.

5. Pick the category (container) for your new Questions to be stored under, and click **Create a New Question**.

6. Select a Type of Question (True/False or MCQ etc) and make sure to put the Question in the right category by selecting it from the **Category** drop down menu, when you configure its settings.

7. **Save changes** to add the question to the Question Bank. Add more Questions to build up your Question Bank, making sure to organize them using Categories.

TURN EDITING ON

> Question bank

ADD CATEGORY

Parent category Default for ELAPA (7)

Name*

Category info

ADD CATEGORY

QUESTION BANK

Select a category: Default for ELAPA (7)

Also show questions from sub-categories

Also show old questions

Show question text in the question list

The default category for questions shared in context 'ELAPA'.

CREATE A NEW QUESTION ...

ADDING A TRUE/FALSE QUESTION

GENERAL

Category Default for ELAPA (7)

SAVE CHANGES

Sharing a Question Bank across other courses

Doing this ensures that you do not have to go through the cumbersome process of creating new Questions for similar Quizzes. Instead you can just share the questions from the Question in one course to another.

This is a 2-step process -

- I. *Exporting* Questions into a file from your course
- II. *Import* Question from the file into your **other course**

Exporting Questions into a file

1. **Turn Editing On** from the left hand navigation
2. Select a quiz from your course
3. Click the **arrow** beside **Question Bank** on the left hand Navigation
4. Select **Export**
5. Select **Moodle XML** format
6. Select the **Category that contains the Questions** you want to share to another course
7. **Clear** the second checkmark (**Write Context to file**)
8. Click **Export**.

TURN EDITING ON

> Question bank

Export

GENERAL

Export category ?

Default for ELAPA (7)

Write category to file Write context to file

EXPORT QUESTIONS TO FILE

The Questions held in the category you specified will be downloaded on your computer.

Importing Questions from a file

- a. **Turn Editing On** from the left hand navigation
- b. Select a quiz from your course
- c. Click the **arrow** beside **Question Bank** on the left hand Navigation
- d. Select **Import**
- e. Select **Moodle XML** format from the list
- f. **Deselect *Get Context from file***
- g. Set **Match Grades** to **Nearest Grades...**
- h. Set **Stop on error** to **No**
- i. Click on **Choose file** and *upload the file that you downloaded from exporting.*
- j. Click **Import**.

TURN EDITING ON

> Question bank

Import



Moodle XML format



WebCT format

GENERAL

Import category ?

Default for ELAPA (7)

Get category from file Get context from file

Match grades ?

Nearest grade if not listed

Stop on error ?

No

You will now have successfully shared Questions that you had made previously into a new course!