Move questions into another category

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Overview:

This guide will show you how to move questions into another category in the Question Bank.

What to know:

Categories in the Question Bank is aimed at sorting questions into groups.

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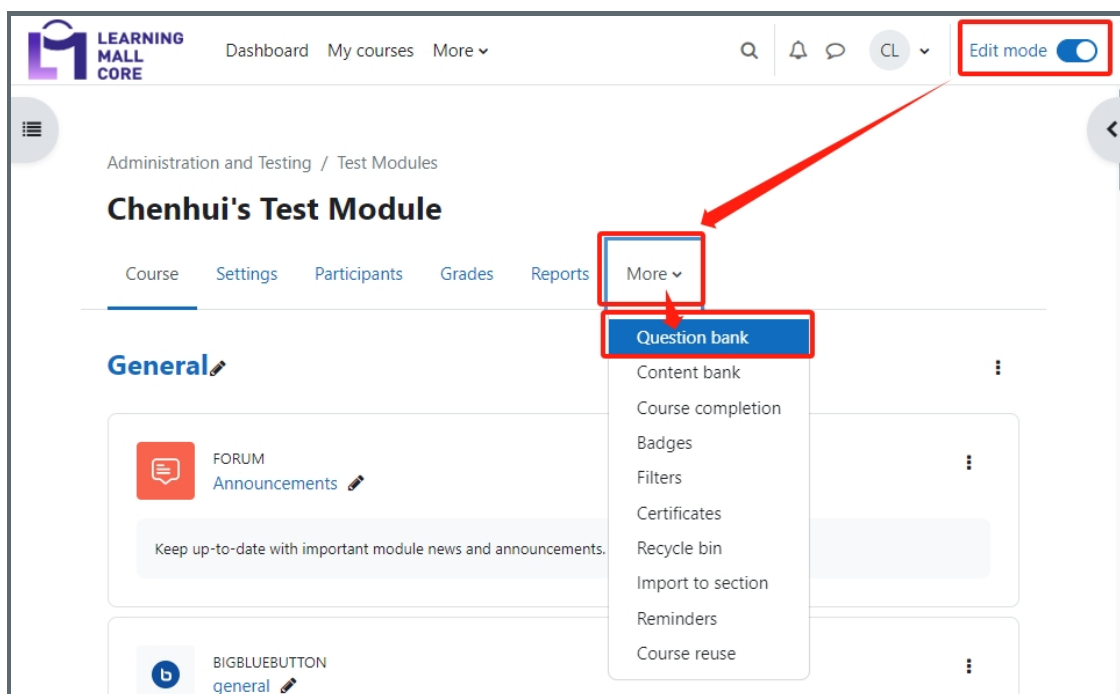
Step 1: Click the 'Editing' icon

1. Enable the 'Edit mode' icon on the top right of the module page.
2. Click the 'More...' option on the module-level menu bar.
3. Click the 'Question bank' in the dropdown menu.

Step 2: Select the questions that you want to move

In the list of questions, tick the box(es) in front of the question(s) to choose the question(s).

1. Scroll down to the bottom of the page

2. Click 'With selected' and choose 'Move to'

2. Choose the category that you want the selected questions to be moved into

3. Click the 'Move to >>' button to move the selected questions to the selected category

Step 4: Review questions in the new category

Then it jumps to a page of the selected category. The selected questions are moved into this category.