

# Move questions into another category

## Overview:

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

## What to know:

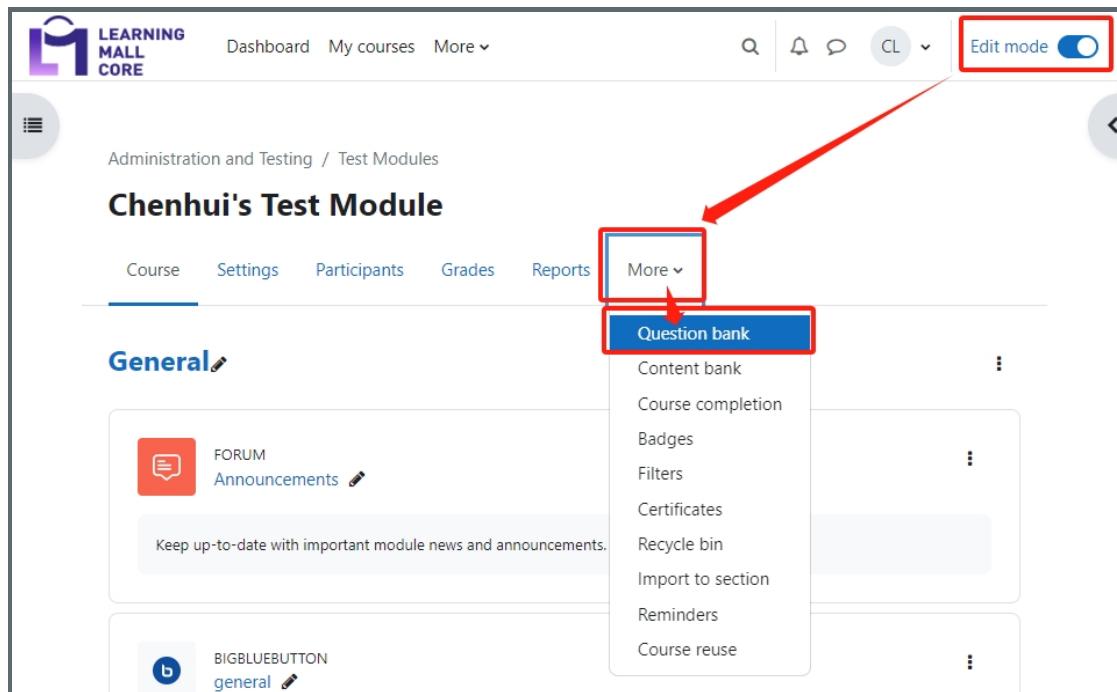
Categories in the Question Bank is aimed at sorting questions into groups.

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- Step 1: Click the 'Editing' icon
- Step 2: Select the questions that you want to move
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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).

Questions ▼

## Question bank

Select a category: Default for Chenhui's Test Module (2) ▼

The default category for questions shared in context 'Chenhui's Test Module'.

No tag filters applied

Filter by tags... ▼

Question types Default ▼

Show question text in the question list? No ▼

Search options ▼

Also show questions from subcategories

Also show old questions

Create a new question ...

Needs checking?	Facility index	Discriminative efficiency	Question Question name / ID number	Actions
<input type="checkbox"/>	<span>?</span>	<span>?</span>	The Coelacanth was considered a cryptid until 1938.	<span>Edit</span> <span>▼</span>
<input checked="" type="checkbox"/>	N/A	N/A	The Loch Ness Monster is a type of? <span>?</span>	<span>Edit</span> <span>▼</span>

With selected ▼

### Step 3: Move questions into a selected category

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

Also show old questions

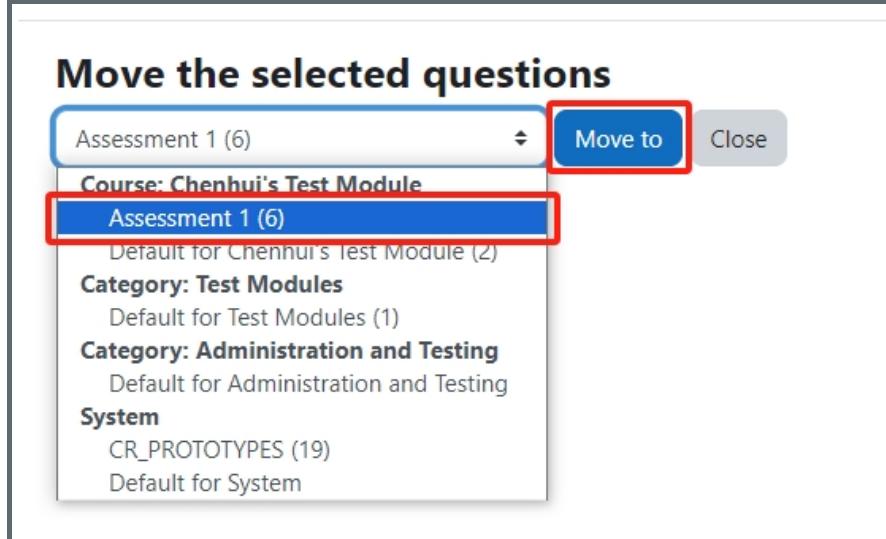
Create a new question ...

Needs checking?	Facility index	Discriminative efficiency	Question Question name / ID num	Actions
<input type="checkbox"/>	<span>?</span>	<span>?</span>	The Coelacanth was	<span>Edit</span> <span>▼</span>
<input checked="" type="checkbox"/>	N/A	N/A	The Loch Ness Mon	<span>Edit</span> <span>▼</span>

**Move to...**

With selected ▼

## Move the selected questions



Assessment 1 (6)  Close

Course: Chennhui's Test Module

Assessment 1 (6)

Default for Chennhui's Test Module (2)

Category: Test Modules

Default for Test Modules (1)

Category: Administration and Testing

Default for Administration and Testing

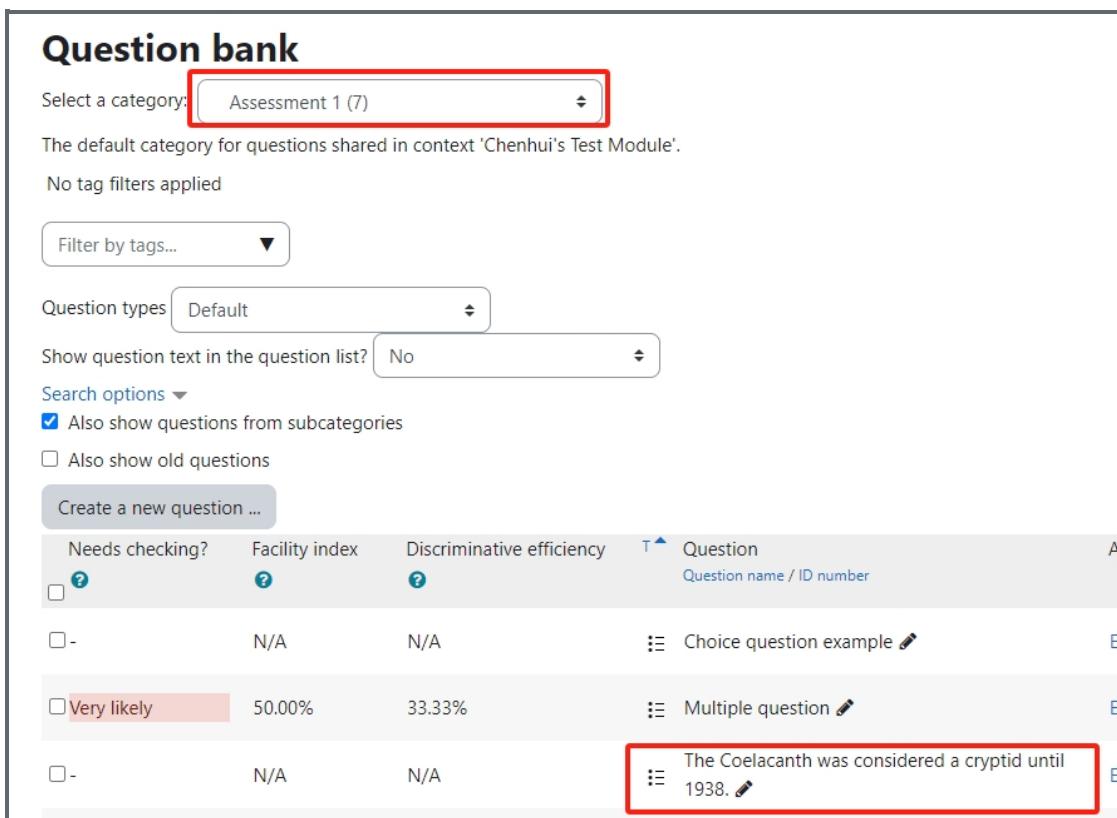
System

CR\_PROTOTYPES (19)

Default for System

### 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.



## Question bank

Select a category: Assessment 1 (7)

The default category for questions shared in context 'Chennhui's Test Module'.

No tag filters applied

Filter by tags... ▾

Question types Default

Show question text in the question list? No

Search options ▾

Also show questions from subcategories

Also show old questions

Create a new question ...

Needs checking?	Facility index	Discriminative efficiency	Question	
<input type="checkbox"/> ?	?	?	Question name / ID number	A
<input type="checkbox"/> -	N/A	N/A	Choice question example	E
<input type="checkbox"/> Very likely	50.00%	33.33%	Multiple question	E
<input type="checkbox"/> -	N/A	N/A	The Coelacanth was considered a cryptid until 1938.	E