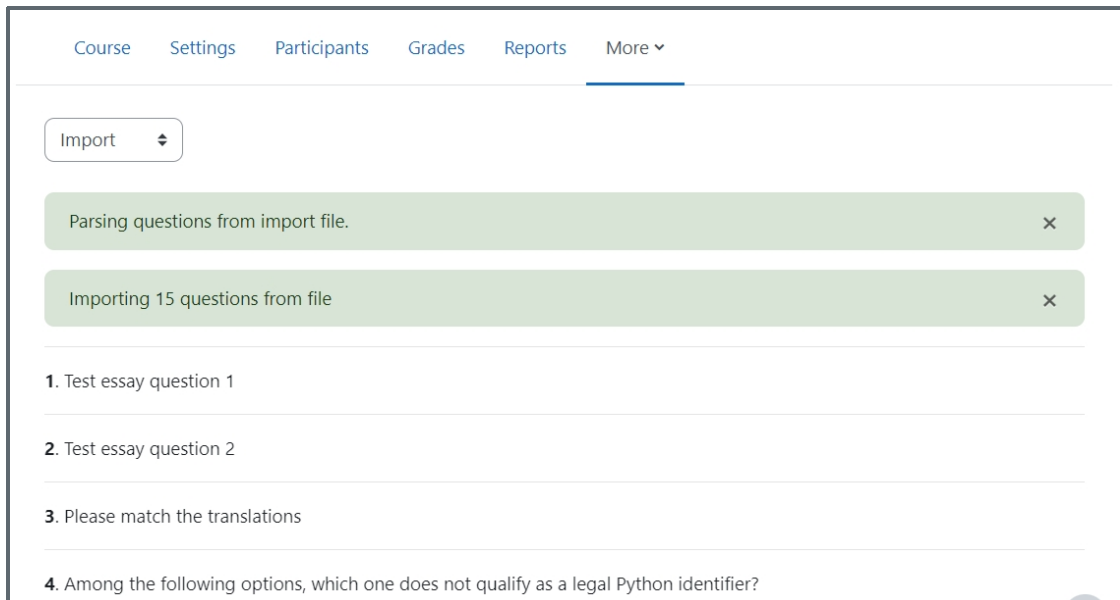


# How to download and migrate the question bank from modules in AY22/23 to new module areas in AY23/24



The example of imported questions in the Questions Bank

## Overview:

This guide will show you how to export questions from the AY22/23 Question bank to the AY23/24 modules for use on your new module page.

## What to know:

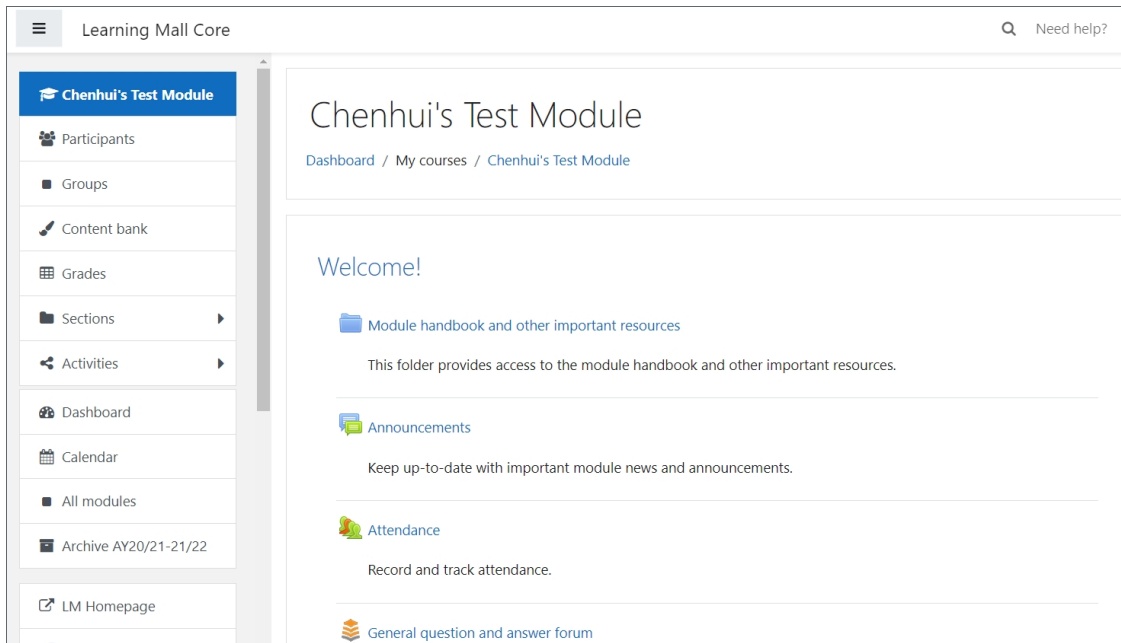
It will walk you through the steps of exporting questions from your Question bank on your previous module so that you can get started recreating these activities on your new module in AY23/24.

## Table of Contents

- [Step 1: AY22/23 module page](#)
- [Step 2: Accessing your Question bank](#)
- [Step 3: Exporting your questions](#)
- [Step 4: Choosing a file format](#)
- [Step 5: Exporting the questions](#)
- [Step 6: Viewing your file on your computer](#)
- [Step 7: AY23/24 Module page](#)
- [Step 8: Importing the questions](#)
- [Step 9: Uploading to the AY23/24](#)
- [Step 10: Importing the questions](#)
- [Step 11: List of questions](#)

## Step 1: AY22/23 module page

Go to your previous module page in AY22/23.



## Step 2: Accessing your Question bank

You can access all of the questions on your module by clicking on the settings cog on the right-hand side of your screen then click "More".



### Step 3: Exporting your questions

Click on 'Export' in the Question bank column.

# Course administration

Course administration

Users

Reports

Edit settings  
Gradebook setup  
Outcomes  
Backup  
Restore  
Import  
Recycle bin  
Import to section  
Reminders

Badges

Manage badges  
Add a new badge

Question bank

Questions  
Categories  
Import  
**Export**  
Sort categories

## Step 4: Choosing a file format

Choose a file format in this case 'Moodle XML format'.

## Export questions to file?

### ▼ File format

- Aiken format ?
- CSV format ?
- GIFT format ?
- Moodle XML format ?
- Print out for review ?
- XHTML format ?

## Step 5: Exporting the questions

Then go to the General section and click 'Export questions to file'.

## Export questions to file [?](#)

### ▼ File format

- Aiken format [?](#)
- CSV format [?](#)
- GIFT format [?](#)
- Moodle XML format [?](#)
- Print out for review [?](#)
- XHTML format [?](#)

### ▼ General

Export category



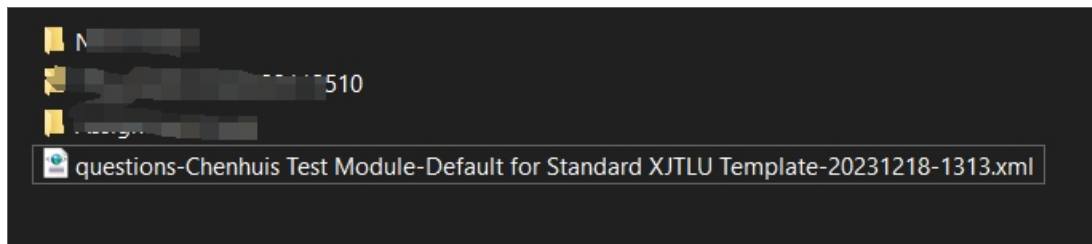
Default for Online Learning and Teaching Support [?](#)

Write category to file  Write context to file

Export questions to file

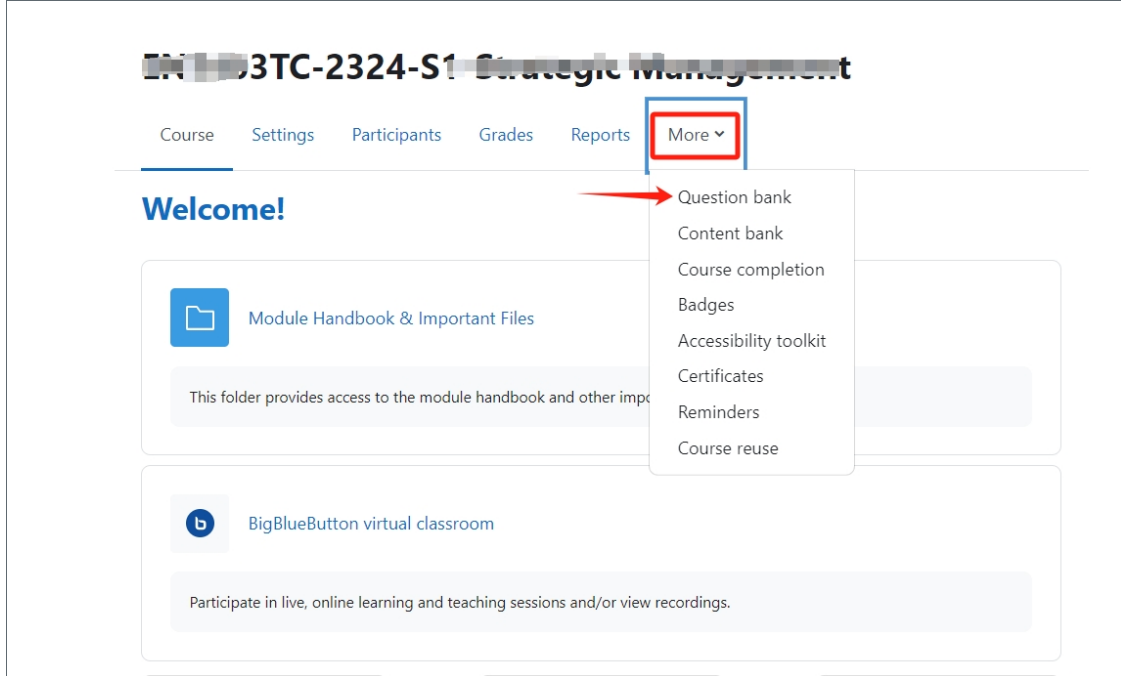
## Step 6: Viewing your file on your computer

You'll now be able to see your file in the download folder.



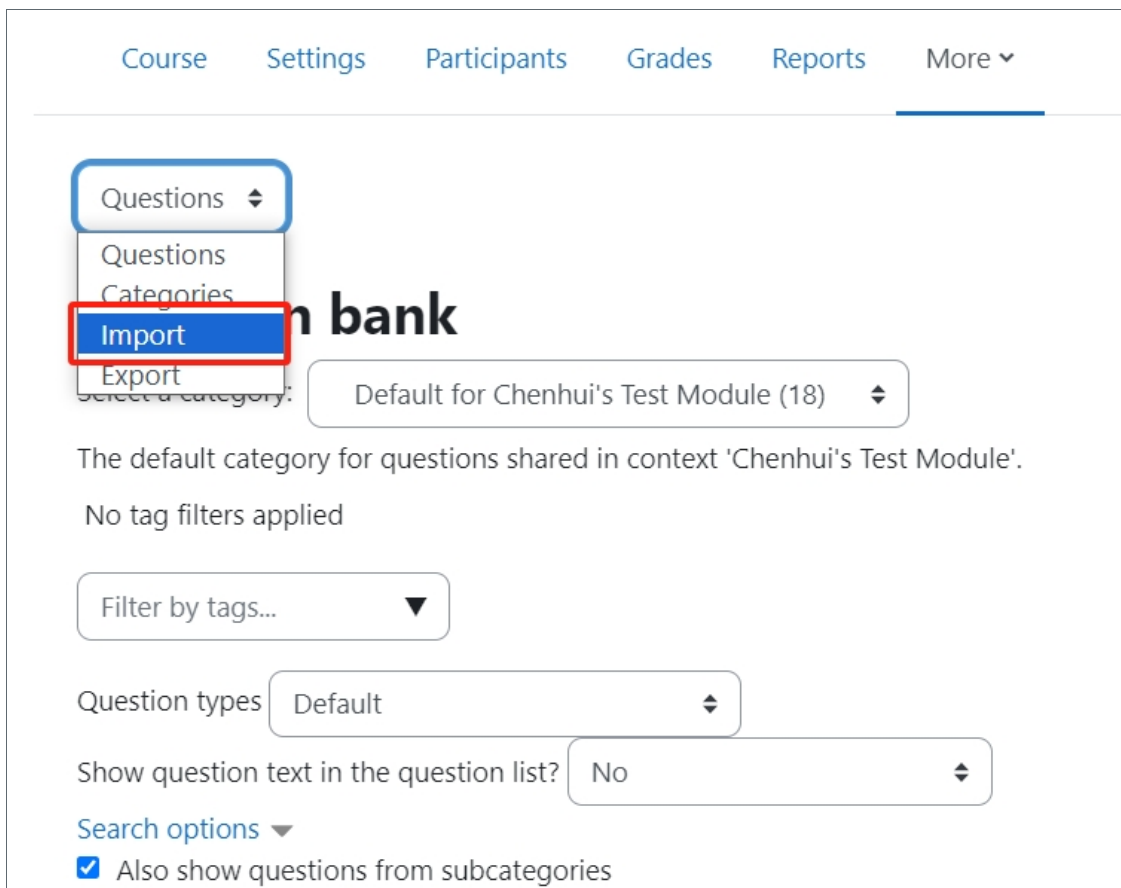
## Step 7: AY23/24 Module page

Now on your new module page, click on the "more" button which is situated on the top right hand-corner of the course navigation bar. Then click 'Question Bank' in the drop down list.



## Step 8: Importing the questions

Choose "Import" in the dropdown menu.



## Step 9: Uploading to the AY23/24

Choose the correct file format, then drag and drop your file to upload it.

Import

## Import questions from file

Expand all

File format

- Aiken format
- Blackboard
- CSV format
- Embedded answers (Cloze)
- GIFT format
- Missing word format
- Moodle XML format

---

General

Import questions from file

Import

Choose a file...

questions-Chenhuis Test Module-Default for Standard XJTLU Template-20231218-1313.xml

?

### Step 10: Importing the questions

Click Import.

Import questions from file

Import

Choose a file...

questions-Chenhuis Test Module-Default for Standard XJTLU Template-20231218-1313.xml

Import

?

### Step 11: List of questions

You'll see your imported questions listed.

Course Settings Participants Grades Reports **More** ▾

Import ▾

Parsing questions from import file. ×

Importing 15 questions from file ×

1. Test essay question 1
2. Test essay question 2
3. Please match the translations
4. Among the following options, which one does not qualify as a legal Python identifier?

## Step 12: Click Continue

Scroll down to the bottom of the page and click continue.



## Step 13: Completing the process

You've now successfully moved questions from your previous module in AY22/23 to the new module in AY23/24.

Course Settings Participants Grades Reports **More** ▾

Questions ▾

### Question bank

Select a category: **Default for Standard XJTLU Template (15)** ▾

The default category for questions shared in context 'Standard XJTLU Template'.

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

## Tips:

Please note if you have a lot of questions, it may take a while to process

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/how-to-download-and-migrate-the-question-bank-from-modules-in-ay22-23-to-new-module-areas-in-ay23-24-348.html>