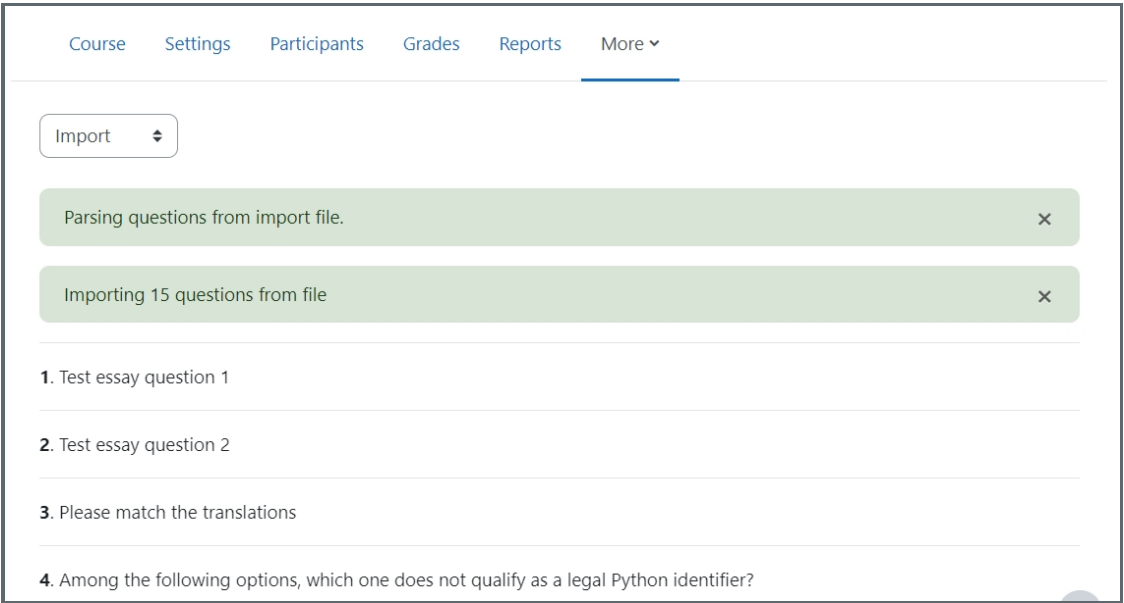


# How to download and migrate the question bank from modules in AY24/25 to new module areas in AY25/26



The example of imported questions in the Questions Bank

## Overview:

This guide will show you how to export questions from the AY24/25 Question bank to the AY25/26 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 AY25/26.

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Step 1: Accessing the question bank of AY24/25 module page


Go to your previous module page in AY24/25.


Administration and Testing / Test Modules


## Ping's Own Test Module

Course Settings Participants Grades Reports More ▾

### Welcome!

 Bigbluebutton

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 Announcements

You can access all of the questions on your module by clicking "More" and then clicking "Question bank".


Administration and Testing / Test Modules


## Ping's Own Test Module


Course Settings Participants Grades Reports **More ▾** ①

**Question bank** ②

- Content bank
- Course completion
- Badges
- Filters
- Certificates
- Recycle bin
- Import to section
- Reminders
- Course reuse

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 Announcements

## Step 2: Exporting your questions

Click on 'Export' in the drop-down menu.

## Ping's Own Test Module

Course Settings Participants Grades Reports **More ▾**

**Questions** ①

- Questions
- Categories
- Import
- Export** ②

### Question bank

Default for Standard XJTLU Template (34)

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? Yes, text only ▾

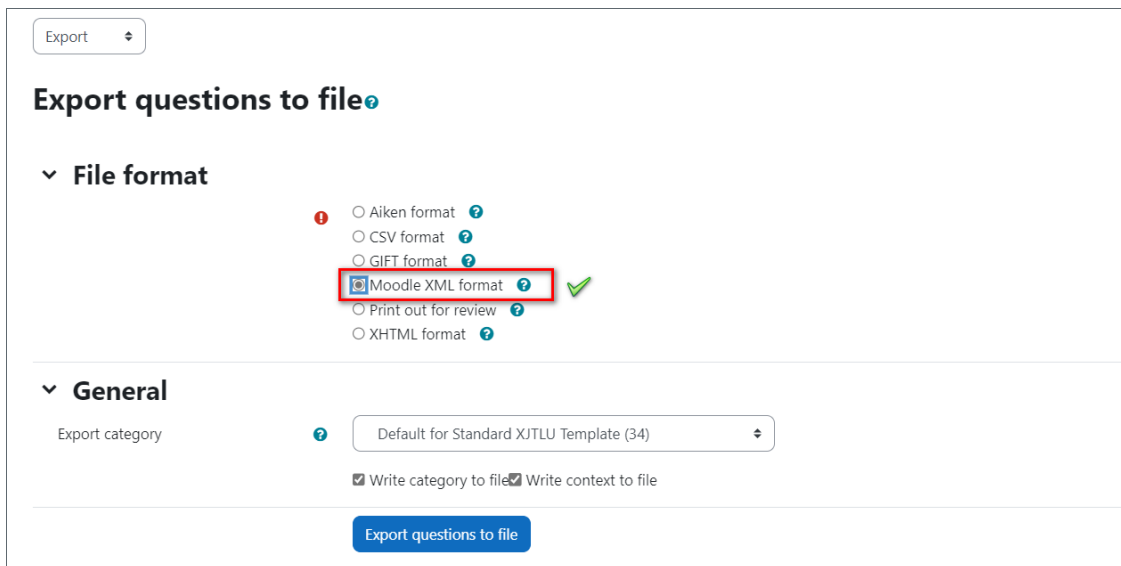
[Search options ▾](#)

- ☐ Also show questions from subcategories
- ☐ Also show old questions

[Create a new question ...](#)

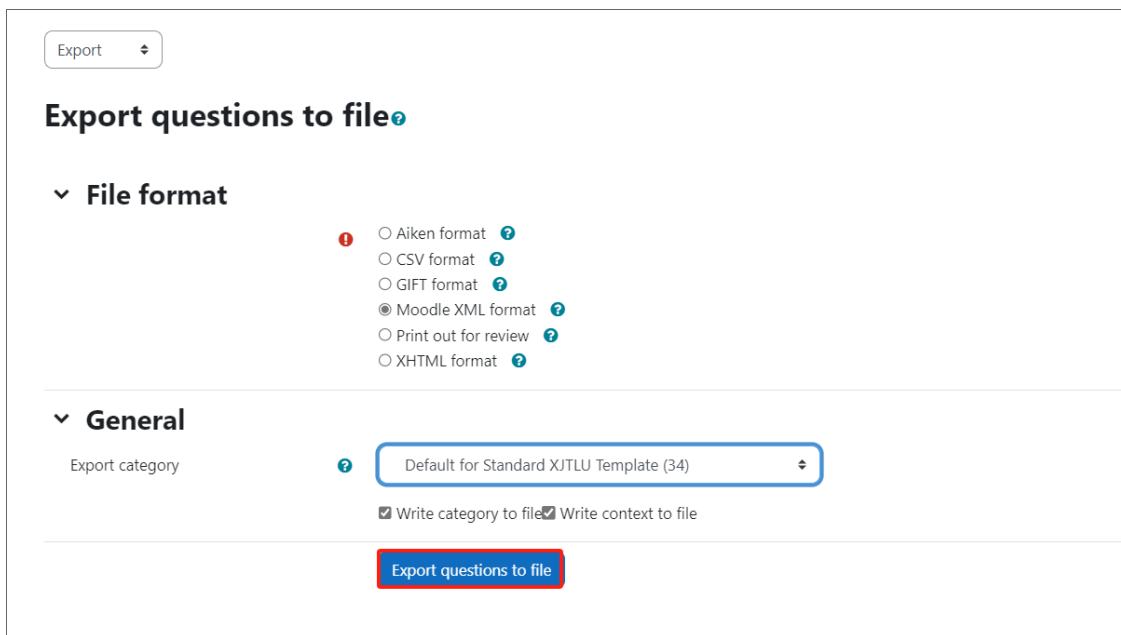
### Step 3: Choosing a file format

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



The screenshot shows the 'Export questions to file' interface. At the top, there is an 'Export' dropdown menu. Below it, the title 'Export questions to file' is followed by a help icon. The 'File format' section is expanded, showing a list of radio button options: 'Aiken format', 'CSV format', 'GIFT format', 'Moodle XML format', 'Print out for review', and 'XHTML format'. The 'Moodle XML format' option is selected, highlighted with a red rectangle, and has a green checkmark to its right. The 'General' section is also expanded, showing an 'Export category' dropdown menu set to 'Default for Standard XJTLU Template (34)', and two checked checkboxes: 'Write category to file' and 'Write context to file'. At the bottom, there is a blue button labeled 'Export questions to file'.

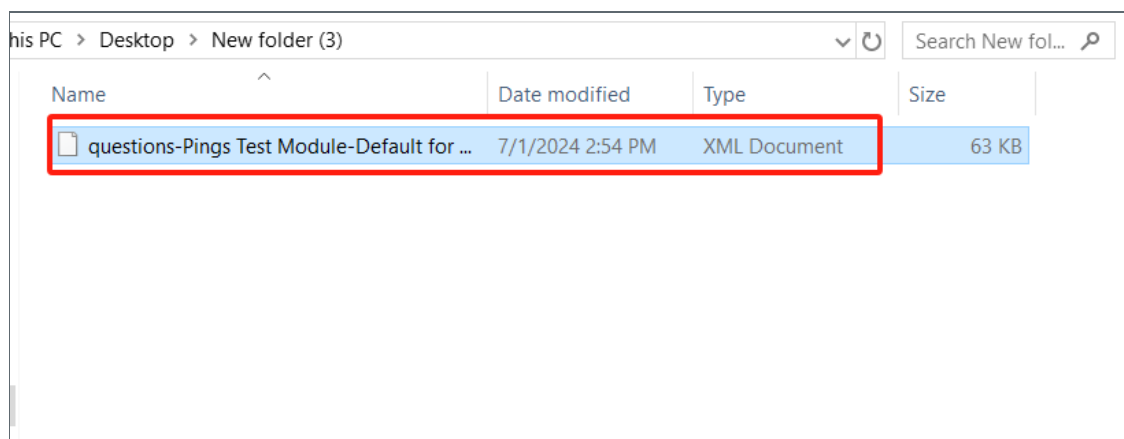
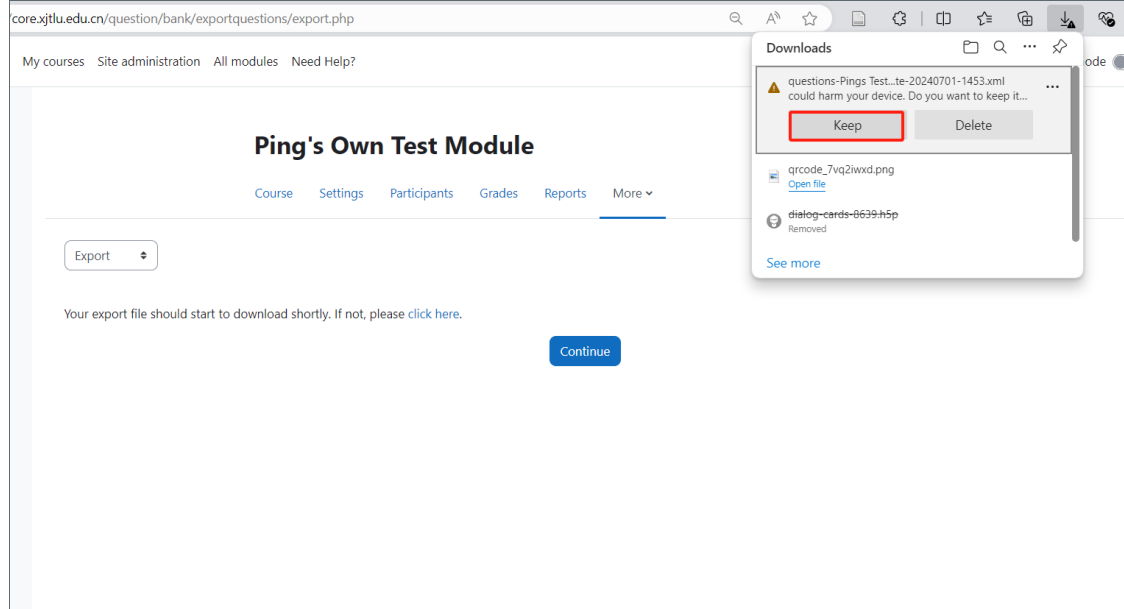
Then scroll down and click 'Export questions to file'.



This screenshot shows the same 'Export questions to file' interface as the previous one. In this view, the 'Moodle XML format' option is still selected, but the 'Export questions to file' button at the bottom is highlighted with a red rectangle, indicating the next step in the process.

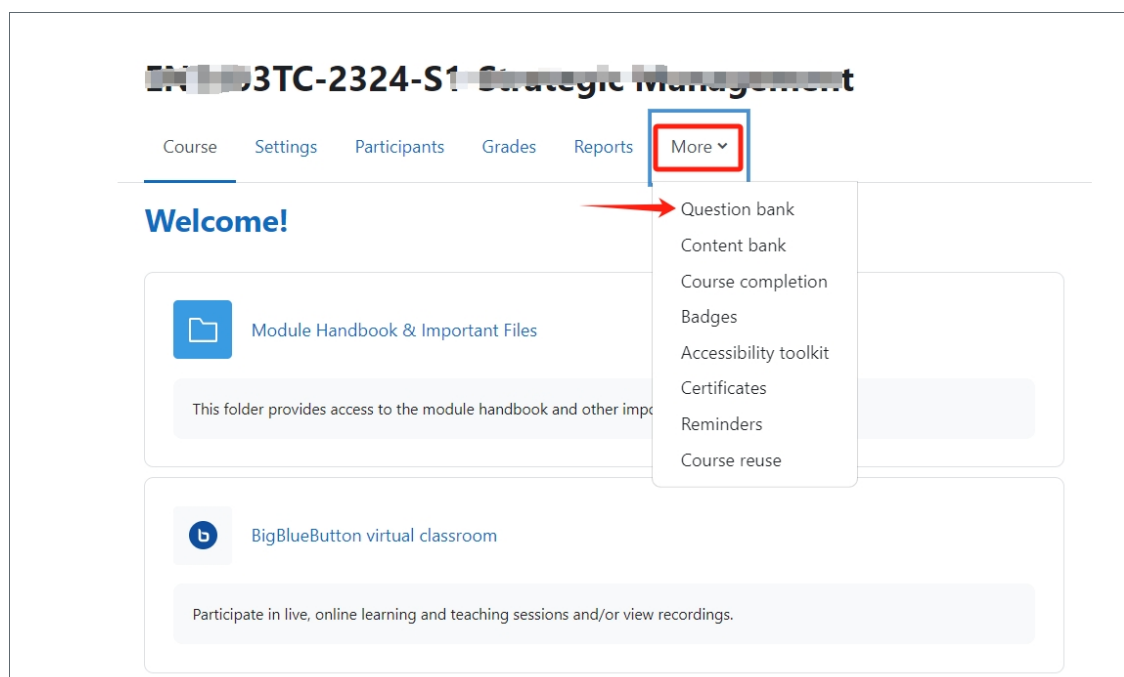
### Step 4: Viewing your file on your computer

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



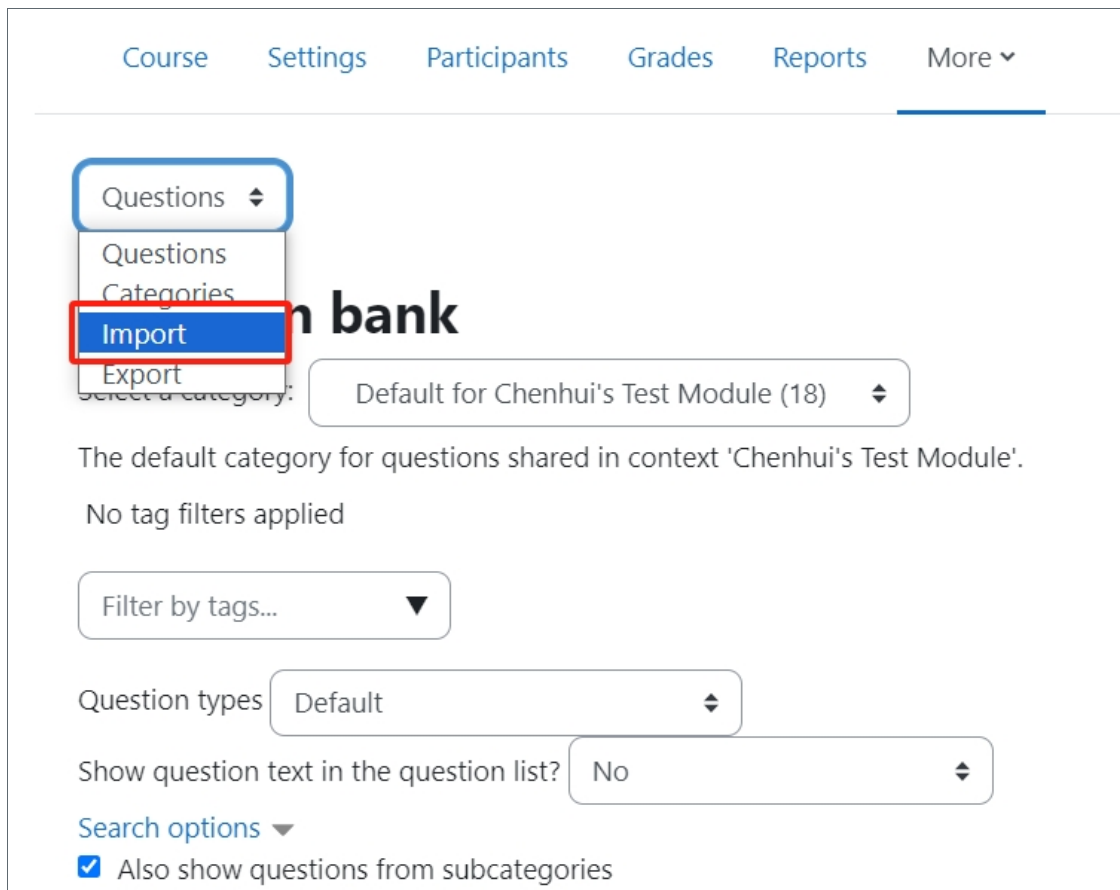
## Step 5: Accessing the question bank of AY25/26 Module page

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 6: Importing the questions

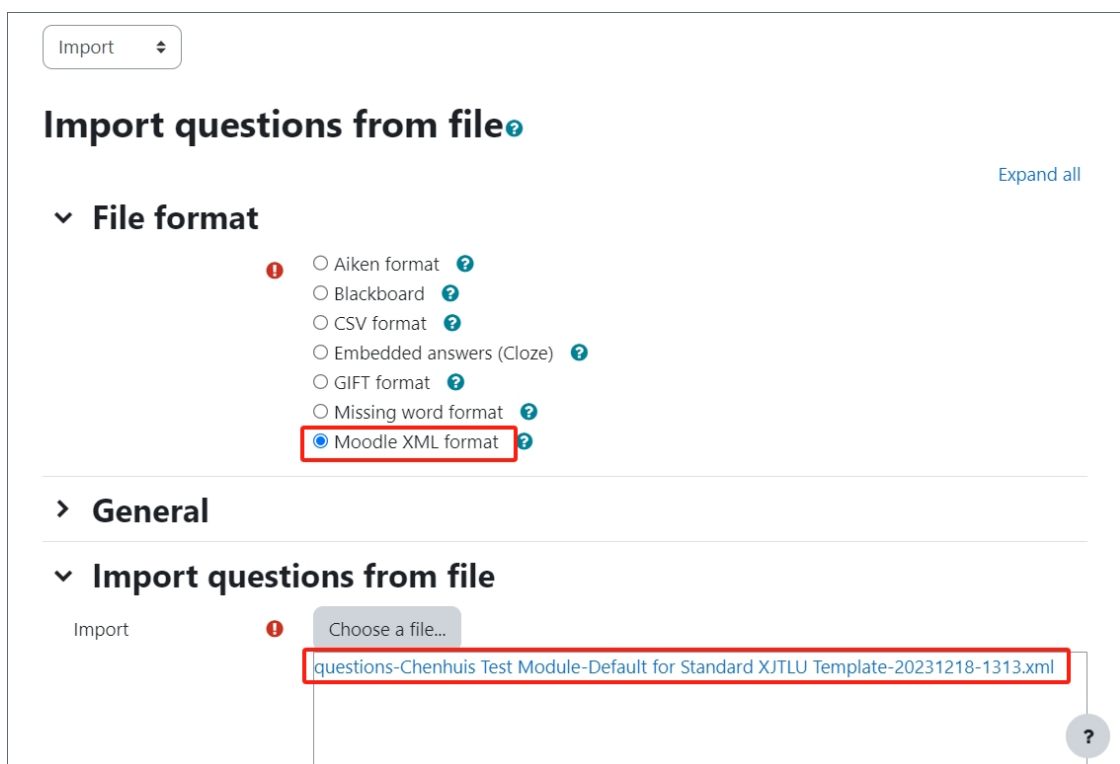
Choose "Import" in the dropdown menu.



The screenshot shows the 'Questions' page in a learning management system. The top navigation bar includes 'Course', 'Settings', 'Participants', 'Grades', 'Reports', and 'More'. The 'Questions' dropdown menu is open, with 'Import' highlighted. The page title is 'Questions bank'. Below the title, there is a dropdown for 'Default for Chenhui's Test Module (18)'. The text 'The default category for questions shared in context 'Chenhui's Test Module'.' is displayed. Below this, it says 'No tag filters applied'. There is a 'Filter by tags...' button. The 'Question types' dropdown is set to 'Default'. The 'Show question text in the question list?' dropdown is set to 'No'. There is a 'Search options' link and a checkbox for 'Also show questions from subcategories' which is checked.

## Step 7: Uploading to the AY25/26

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



The screenshot shows the 'Import questions from file' page. The 'Import' dropdown is set to 'Import'. The page title is 'Import questions from file'. There is an 'Expand all' link. The 'File format' section is expanded, showing a list of file formats: Aiken format, Blackboard, CSV format, Embedded answers (Cloze), GIFT format, Missing word format, and Moodle XML format. The 'Moodle XML format' is selected. The 'General' section is expanded, showing the 'Import questions from file' section. There is a 'Choose a file...' button and a file named 'questions-Chenhuis Test Module-Default for Standard XJTLU Template-20231218-1313.xml' is shown. There is a question mark icon in the bottom right corner.

Click Import.

▼ **Import questions from file**

Import ❗ Choose a file...

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

**Import** ?

You'll see your imported questions listed. Scroll down to the bottom of the page and click continue.

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?

**Continue**

## Step 8: Completing the process

You've now successfully moved questions from your previous module in AY24/25 to the new module in AY25/26.

[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-ay24-25-to-new-module-areas-in-ay25-26-387.html>