

# Importing questions through CSV format

421 Chenhui Li Fri, Nov 28, 2025 Question Bank

242 0

	A	B	C	D	E	F	G	H
1	questionname	questiontext	A	B	C	D	Answer 1	Answer 2
2	Question1	The dmesg command	Shows user login logoff attempts	Shows the syslog file for info messages	kernel log messages	Shows the daemon log messages	C	
3	Question2	Which command is used to set terminal IO characteristic?	tty	ctty	ptty	stty	D	
4								

An example of a CSVFormat importing file

## Overview:

This guide will show you how to import multiple-choice questions through a CSV-format importing file.

## What to know:

Through this guide, you will learn how to import and export multiple-choice ( 4 choices ) questions with one or two answers from a CSV(Comma-Separated Value) file into the question bank. Note: Multiple-choice questions are currently the only type supported.

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### Step 1: Write the questions

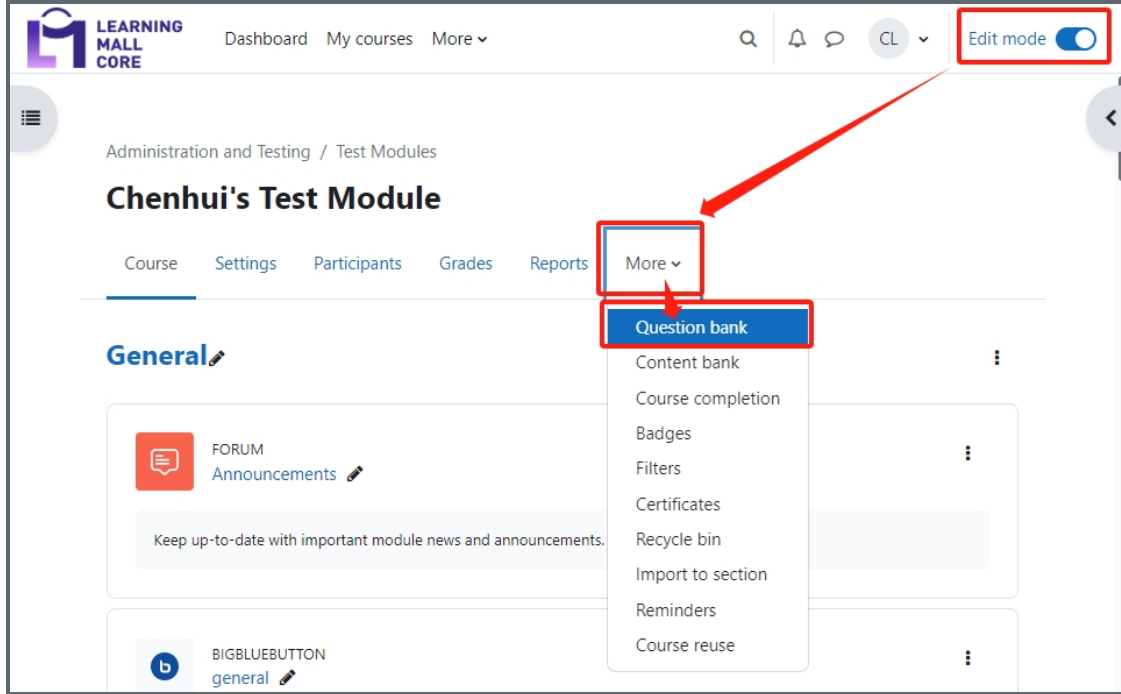
1. Download the attached Excel worksheet template
2. Input questions and answers information
3. Save the file

Please retain all column names from columns A to H. Even if there is no "Answer 2," do not delete this column name, as it may result in an import failure.

	A	B	C	D	E	F	G	H
1	questionname	questiontext	A	B	C	D	Answer 1	Answer 2
2	Question1	The dmesg command	Shows user login logoff attempts	Shows the syslog file for info messages	kernel log messages	Shows the daemon log messages	C	
3	Question2	Which command is used to set terminal IO characteristic?	tty	ctty	ptty	stty	D	
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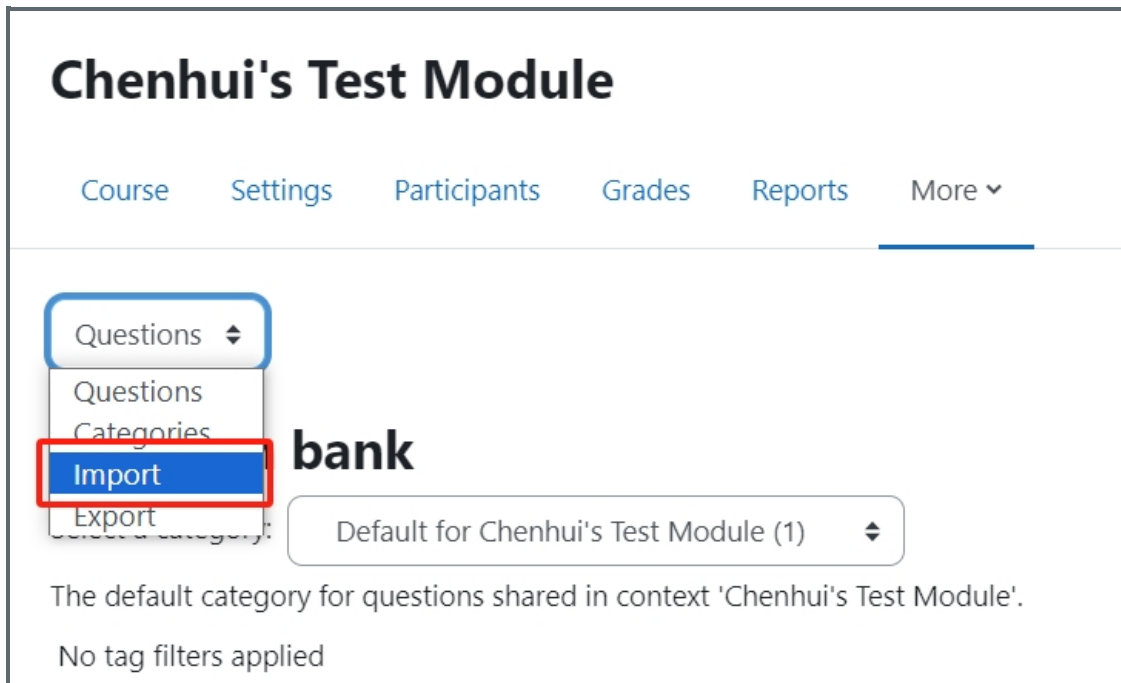
### Step 3: Click the 'Editing' icon

Enable the 'Edit mode' icon on the top right of the module page. Then choose 'more' > 'Question bank'.



#### Step 4: The 'Question bank' area

1. Click the 'Import' link.



#### Step 3: Import the file into the Question Bank

For the first step of importing a file, choose the file format 'CSV format', and then follow the screenshot below to finish the rest of the steps.

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...

Maximum size for new files: 1 GB

You can drag and drop files here to add them.

Import

Required

Additional resource:

Here is the official documentation about importing questions by CSV format:[https://moodle.org/plugins/qformat\\_csv](https://moodle.org/plugins/qformat_csv)

Online URL: <https://knowledgebase.xjtlu.edu.cn/article/importing-questions-through-csv-format-421.html>