

HowTo: Migrate a Classic Quiz Question Bank to a New Quizzes Item Bank

Part 1:

1. In the course containing the Classic Quiz Question Bank you wish to migrate, click the “Quizzes” link on the Course Navigation Menu.
2. Click the “+Quiz” button.
3. Select “Classic Quizzes.”
NOTE: If you previously chose “New Quizzes” and selected “Remember my choice for this course,” cancel adding a quiz, and click the vertical ellipsis next to the +Quiz button. Select “Reset quiz engine choice.”
4. Give the quiz the same name as the question bank you are wanting to migrate to New Quizzes.
5. Click “Save.”
6. At the top-right of the quiz description click on “Edit.”
7. Click on the “Questions” tab.
8. Click on “Find Questions.”
9. In the Find Quiz Questions window, select the question bank that you are migrating.
10. Click “Select all.”
11. Scroll to the bottom of the question list and click “Add questions.”
12. Click “Save” (You do not need to publish).

Part 2:

1. In the same course, click the “Settings” link on the Course Navigation Menu.
2. Click the “Export Course Content” link.
3. In the “Export Type” area select “Quiz.”
4. In the list of quizzes, select only the quiz you created in Part 1 (above). Deselect all others.
5. Click the “Create Export” button.
6. Wait for the export to complete and then click the “New Export” link to download the exported quiz file. When prompted, select “Save file.”
Note: This will be a ZIP file. Do not unzip the file, leave it in its zipped state.

Part 3:

1. Click on the “Item Banks” link on the Course Navigation Menu. If you don’t have an “Item Banks” link on your Course Navigation Menu:
 - a. Click “Settings” on the Course Navigation Menu.
 - b. Select the “Navigation” tab.
 - c. Find the “Item Banks” item and drag it to the top of the list to add it to the course navigation.
 - d. Scroll to the bottom and click “Save.”
2. Click the “+Bank” button.

3. Enter the “Bank Name” and click the “Create Bank” button.
Note: This name will eventually be overwritten with the name of the quiz you exported in Part 1, Step 4.
4. Locate the Item Bank you just created and click on its title.
Note: Use the “Search...” blank to locate it if needed.
5. At the top-right click the vertical ellipsis and select “Import Content.”
6. Browse to find (or drag-and-drop) the file you saved in Part 2, Step 6.
7. Click the “Import” button.
8. Wait for the message that your file has “imported successfully!”
9. Click the “Done” button.

Note: If you had a quiz built on Classic Quizzes Question Banks then once you’ve migrated all the required Question Banks over to New Quizzes Item Banks you may rebuild that quiz as a New Quiz pulling questions from your migrated Item Banks.