

How to Create a Quiz in Moodle

(includes importing from ExamView)

Converting ExamView Tests and Question Banks

1. Create your test or question bank in ExamView. Save it and remember the place where you saved it and the name.
2. Select the **File** menu and choose **Export** to view the export options.
3. Choose the **BlackBoard 7.1+** option.
4. Give it a name in the **Test Info** section and **Image Directory**. Save the test. Remember the name and where you saved it. It will be a zip file.

Importing Questions into a Moodle Course

1. Open Your Moodle Course.
2. Turn editing on.
3. Click on the **Administration** block and choose **Question bank** to expand options.
4. Select the **Import** option.
5. Click on **Blackboard** format.
6. Choose the zipped file and click **Import**.
7. Then upload the file.
8. Click **import**.

The questions should now appear in your question bank and you can use them to create your quizzes and tests.

Step 3: Create a Quiz in Moodle

1. In your course, select the topic where you want the quiz to appear and click **Add an activity or resource**.
2. Choose **Quiz**.
3. Select the options for your quiz.
4. Save and return to course.
5. Click on the quiz name and click **Edit quiz**
6. Select the question bank from the drop down menu. The number of questions in the bank will be in ().
7. If you click on the box/square next to the “T” T , it will select all the questions. If you click on the “T”, it will deselect the questions. You can also select only some of the questions.
8. To preview the quiz, select **Preview** from Quiz Administration in the Administration section.