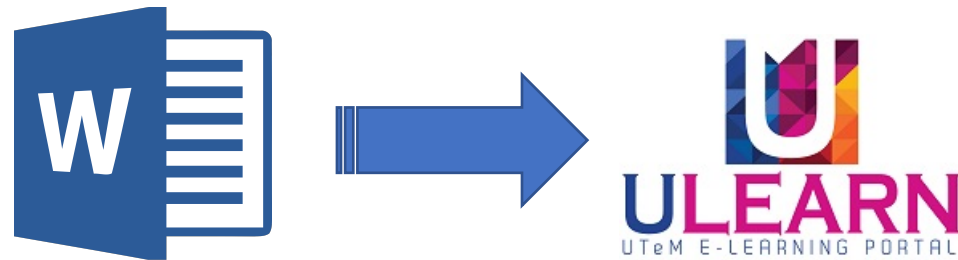# Import Questions to Question Bank

From Ms Word to ULearn

Create Questions using Word Table

- Question can be created using provided Word template. The following is sample for Multiple Choice question with image.

- The text SAMPLE QUIZ is represent Category

- The original Picture file must be in PNG format.

- Right answer is graded as 100 and wrong answer is 0

- Make sure no empty space between questions (table).
- Word document must be saved as .docx format

BITS 2513 Internet Technology

SAMPLE QUIZ

Multiple Choice

The picture above is best to describe _____

		MC
	Default mark:	1
	Shuffle the choices?	Yes
	Number the choices?	A
	Penalty for each incorrect try:	33.3

#	Answers	Feedback	Grade
A.	Internet Infrastructure		100
B.	Internet Cable		0
C.	ISP		0
D.	Backbone		0
E.			0
	General feedback:		
	For any correct response:	Your answer is correct.	
	For any incorrect response:	Your answer is incorrect.	
	Hint 1:		
	Show the number of correct responses (Hint 1):	No	
	Clear incorrect responses (Hint 1):	No	
	Tags:		
	Allows the selection of a single or multiple responses from a pre-defined list. (MC/MA)		

The following are sample questions for
Multiple Choice and **True/False**

Question 01 (TF)

25 x 2 = 50			TF
		Default mark:	1
	Answers	**Feedback**	**Grade**
	True		100
	False		0
	General feedback:		
	Tags:		
Set grade '100' to the correct answer.			

Question 02 (MC)

25 – 2 =			MC
		Default mark:	1
		Shuffle the choices?	Yes
		Number the choices?	A
		Penalty for each incorrect try:	33.3
#	**Answers**	**Feedback**	**Grade**
A.	23		100
B.	20		0
C.	25		0
D.	21		0
E.			0
	General feedback:		
	For any correct response:	Your answer is correct.	
	For any incorrect response:	Your answer is incorrect.	
	Hint 1:		
	Show the number of correct responses (Hint 1):	No	
	Clear incorrect responses (Hint 1):	No	
	Tags:		
Allows the selection of a single or multiple responses from a pre-defined list. (MC/MA)			

Import questions

On the course home page, in the Settings block, select **Course administration** > **Question bank** > **Import**.

- On the Import questions from file page:
    - Select the File format. E.g. choose Microsoft Word 2010 table format (wordtable) for .docx file
    - Complete the General fields as desired.
    - Choose a file to import.
    - Click Import.

- The result if import **Successful**
- Click **Continue**

Parsing questions from import file.

Importing 6 questions from file

1. The picture above is best to describe _____

2. What did the people, who first used the Internet, want to do online?

3. When was the word "Internet" first used

4. The URL _____.

5. What do you need to access the World Wide Web?

6. The Internet is really a combination of _____

Continue

• Questions are saved in Question Bank in Category **Sample Quiz** (this category is based on what user set in Word file)