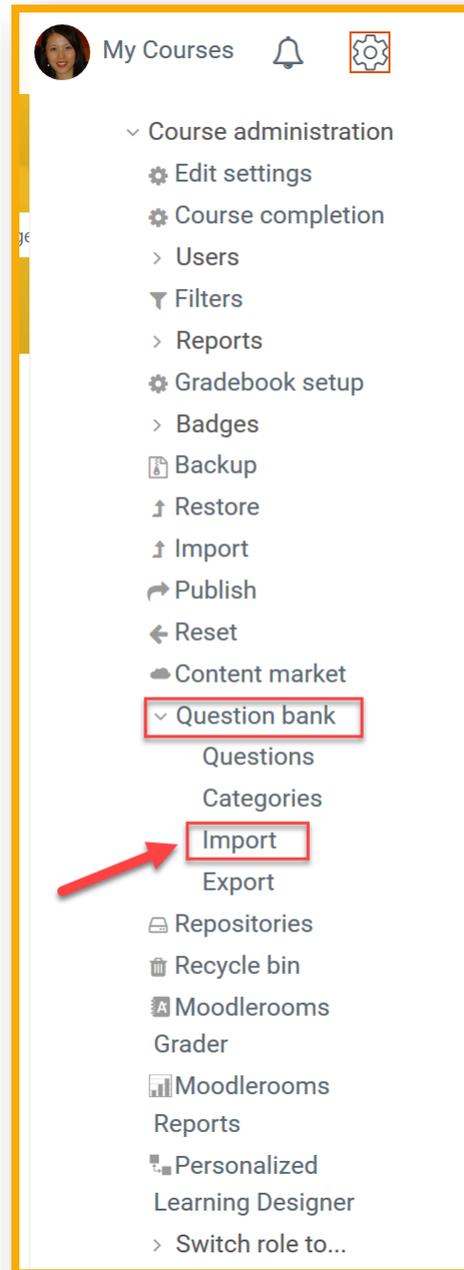# Importing Questions from Publishers into Question Bank in Moodle

(1) Go to **Course Admin** (the "Gear" icon), then choose "**Import**" under "**Question Bank**":

(2)

1. Go to the "**Import**" tab.

2. Choose "**Moodle XML format**".

3. Choose **category** – you will have to create a category first in your Question Bank.

4. Choose "**Nearest grade if not listed**".

5. Choose "**No**" for Stop on Error.

6. **Upload a file** to import.

7. Click "**Import**".