Southern OREGON

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Faculty: Delete Categories from a Question Bank

Hart Wilson - 2022-06-30 - Comments (0) - Faculty

Have you ever tried to delete a quiz category only to have Moodle tell you that the questions are being used in a quiz — when you know all too well that they are not? These instructions will walk you through some simple steps to fool Moodle into letting those unwanted questions float into the ether. This process looks like a lot of steps, but it's actually very quick and easy to do.

A Word of Caution

When you delete a category in the question bank, you do not have the option to confirm the deletion and any questions that might be in it will NOT be retrievable from the recycle bin, so be careful not to delete questions you do want to keep.

- Access your test banks by clicking on the course admin gear in the upper right corner, then scroll down to More... and select Categories from the Question bank links at the bottom of the Course administration tab.
- 2. Create a new category called **TO DELETE** and save changes.
- 3. Click on the **Up arrow** associated with the new category to gradually move the category to the top of your list of categories (this will make the next steps go faster).
- 4. Click on the trashcan associated with the first category that you want to delete.
- Click on the Move button to transfer the category you want to delete into the TO DELETE category that you just created.
- 6. Continue clicking on trashcans and moving categories until all of the categories that you want to delete have been shifted into your **TO DELETE** category.
- Open the Questions tab you should see questions displayed from the TO DELETE category. If you are seeing questions from a different category, use the drop down menu to select TO DELETE.
- 8. Scroll down the list of questions if you are seeing only 20 questions displayed, click on the link at the bottom of the questions labeled **Show all questions**.
- 9. Return to the top of the page and click in the box just above the list of questions that selects all of the questions at once.
- Go to the bottom of the page (your End key will be a big help here!) and click on Delete.
- 11. Scroll to the bottom of the confirmation dialogue page (End works here, too) to verify that you do indeed want to delete all of the questions you selected.
- 12. You'll be returned to the **Categories** tab where you can click on the trashcan associated with the **TO DELETE** category. (If that is the only category that remains

in your Question bank, you won't have a trash can icon, but you can use the edit icon to rename the category to the course name, if you like.)

 Add category 		
Parent category	Top for ED 591 (8625-SU22) Strategies for Adult Learners 🗢	
Name	TO DELETE	
Category info		
		Create

Holding Category

Questions Categories Import Export
Edit categories@
Question categories for 'Course: ED 591 (8625 • APMBA520_Exam (62)
Questions Categories Import Export
The category 'APMBA520_Exam' contains 62 questions (some of which may be hidden questions or random questions that are still in use in a quiz). Please choose another category to move them to.
Category
Save in category Cancel
Move to TO DELETE Category

Questions	Categories	Import	Export							
Edit cate	egoriesø									
Question categories for 'Course: ED 591 (8625-SU22) • TO DELETE (137) 						22)				
						_	All Qu	lestior	ו Cateo	gories

Moved

Questions	Categories Import	Expor	t				
Question bank							
Select a catego	ry: TO DELETE (137)			\$			
No tag filters a	oplied						
Filter by tags.	. 🔻						
Show question text in the question list							
Search options							
✓ Also show old questions							
Create a new	question						
Question	ן name / ID number	Actions	Created by First name / Last name / Date				
□: := "Other f	hings equal, when the	Edit 🝷	Clayton Austin January 31 2018, 1:50 PM				

Select All Questions

	ne quantity of mo	oney supplied is greater that	nt Edit ▼	should fall	
	ity of money suppl	ied is greater than the quantity	remanded, men prices	snouid fail.	
⊻ •• me	quantity equation	$V = P \times Y.$	Ealt		
Show 20 pe	y equation is M x v	$y = \mathbf{P} \mathbf{x} \mathbf{Y}.$			
With sele	cted:				
Delete	Move to sis			^	
Delete	WOVE to >>	TO DELETE (157)		•	
					Delete All Questions
Confir	m				
comm					
Are you	absolutely sure	ou want to delete the follow	ving questions?		
"Other tl	hings equal, whe	n the price of a good rises,	the quantity		
demand	ed of		t		
A bank's	s reserve ratio is	B percent and the bank has	\$1,000 in		
	huveris a				
A bond i	is a				
per	et defi				
If the gu	antity of money	demanded is greater than t	he quantity		
supplied	l, then	5	1 5		
If the qu	antity of money	supplied is greater than the	quantity		
demand	ed, then				
The qua	ntity equation is	$M \times V = P \times Y.$			
			elete Cancel		
			currect		
				Confi	rm Deletion