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Faculty: Quiz Tip -- One Solution for Publisher Test Bank Problems

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Sometimes <u>publishers'</u> test <u>banks</u> can be imported into <u>Moodle</u> just fine, but sometimes they won't quite work. Here's one solution that we have found for a test bank that won't "parse" when you attempt to import it. (**Note**: These instructions are written for a PC. Mac users will need to interpret some of the specific steps for their environment.)

- 1. If Moodle is not offered as a potential test format when you create your test bank, choose **Blackboard version 6** or above.
- 2. Save the resulting zip file to your computer in a handy spot.
- 3. Open Windows Explorer, then locate and open the zip file.
- 4. Click on the link labeled Extract all files in the Folder Tasks work pane on the left side of your screen.
- 5. Follow the prompts provided to extract the files to a new folder.
- 6. In Moodle, click on **Import**, then select **Blackboard** as the file type.
- 7. [This step if only necessary if you find that the file you upload does not create its own category when you import it— see step 11... In the **General** area, use the pull-down menu to select the category that corresponds to your test bank (Chapter 1 Pool).]
- 8. Use the **Browse** button in the **Import from file upload....** field to open the folder containing the extracted files or open **Windows Explorer** (**Files** on a Mac) to drag and drop your file in the file picker box.
- 9. Select the file that has the **dat** extension (it will end in .dat). If there are several .dat files, try the largest file first.
- 10. Click on **Upload this file** (and cross your fingers!).
- 11. If the questions load correctly, begin cheering and scroll down to click on **Continue** (or click on the Categories tab to verify that the questions were created in a category. If not, <u>set up categories</u> for the test banks that you intend to import ("Chapter 1 Pool," etc.).
- 12. If the questions do not load correctly, don't be discouraged. Contact the Center for Instructional Support for more options.

You may find that you need some side-by-side assistance. Give us a call and we'll sit down with you to get it done. For your reference, the entire guide to Moodle quizzes is posted at $\underline{\text{this link}}$.

