

Use Question Banks

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This tool is available as part of the [Campus Learning](#) premium offering and requires the *Enhanced Curriculum* tool right.

Location: Curriculum > click a question bank

Question Banks are a group of quiz questions. Banks collect questions together to make it simpler to store, access, and reuse quiz questions. Once question banks have been created, teachers can use them by copying questions from a bank into a quiz, or starting in a quiz and pulling questions from a bank.

This guide explains two methods for copying questions from a bank to a quiz, starting from a bank or from a quiz.

Before you start

- To create quizzes, teachers must have the *Enhanced Curriculum* [tool right](#).
- [Create a Question Bank](#) or add one from the [Curriculum Library](#) before you can copy questions to a quiz.

Method 1: Copy from a question bank

One way to use the questions in a bank is to start from a [Question Bank](#) and copy questions to another piece of curriculum.

The screenshot shows the 'Curriculum > Civil War Question Bank' page. It lists 8 questions with checkboxes. The 'Copy Selected' button is highlighted. A modal window titled 'Copy Questions' is open, showing the 'Source' as 'Selected Questions - Civil War Question Bank' and the 'Destination' as 'New Quiz'. A red arrow points from the 'Copy Selected' button in the main interface to the 'Copy to:' section in the dialog.

Select questions and click Copy Selected to copy them to new or existing curriculum.

1. Access the [Curriculum List](#) and open a question bank.
2. Mark the checkbox next to the questions you want to copy to a quiz and click **Copy Selected**.

3. In the next screen, the selected questions are listed in the Source section on the left and information about the Destination section is on the right.
4. If copying to a **New Quiz** or a **New Question Bank**, select the following:
 - Indicate if the new curriculum should be aligned to a specific **Section** or the [My Curriculum](#) tool.
 - If adding to a section, select the **School Year** and **Section**.
 - Enter a **Name** for the new curriculum.
 - To add the curriculum to an existing **Folder**, click Edit and select one.
5. If copying to **Existing Curriculum**, select the following:
 - Use the Destination fields to find the existing quiz or question bank to add questions to. If the curriculum is aligned to a section, select a Destination of **Section** and then select a **School Year** and **Section**.
 - Once you've identified a section or are looking in the My Curriculum tool, existing Quizzes and Question Banks are listed in two tabs. Filter this list using the **Search** if desired.
 - Select an existing quiz or bank.
6. Click **Next** to create the new curriculum or add questions to the existing one.
 - If copying to a new quiz, the quiz opens in a side panel. Make adjustments to [settings](#) and [question order](#) and click **Add to Assignment** to continue. The [assignment editor](#) opens with the quiz attached. Update Section Settings and Grading as needed and indicate whether the assignment should be **Visible to Class**. Click **Save** when finished.
 - If copying to an existing quiz, the quiz opens in a side panel and the questions are added to the end of Page 1. Make adjustments to [settings](#) and [question order](#) and click **Update** when finished to save your changes.
 - If copying to a bank, the bank opens with the questions copied. No additional action is necessary.

Method 2: Copy into a quiz

You can also start in a quiz attached to an assignment and copy questions from a [Question Bank](#).

Quiz Settings

Page 1

+ Add Question ▾

- Multiple Choice
- True/False
- Essay/Short Answer
- Fill in the Blank
- Number Line
- Matching
- Ordering
- Numerical
- From Question Bank**

Quiz Instructions and Settings

Instructions

Add Questions From Bank

Source: (Required)

Section My Curriculum

School Year 25-26

Section (Required) 1) 3600-4 AP Literature

Search Curriculum

Question Banks

- Civil War Question Bank
- Grammar

Next Close

Starting from a quiz, select Add Question > From Question Bank

1. Create a new [assignment or resource](#) by clicking Add from a tool such as the Curriculum list, Grade Book, or Progress Monitor and add a Quiz to it. Quiz Instruction and Settings display. See the [Create Quizzes](#) article for more information about this screen.
2. Click **Add Question** on the left and select **From Question Bank**.
3. Locate an existing bank aligned to a section or in My Curriculum.
 - If the bank is aligned to a section, select a Source of **Section** and then select a **School Year** and **Section**.
 - Once you've identified a section or are looking in the My Curriculum tool, existing Question Banks are listed. Filter this list using the **Search** if desired.
4. Select an existing bank and click **Next**.
5. Mark the checkboxes next to the questions you want to copy to the quiz. Click Preview to view the question as it displays for students. Click **Add Selected Questions**.
6. The questions are copied to the new quiz. Click **Add to Assignment** to return to the assignment and click **Save** to finish.

What's next

- It's important to know that **copied questions are not tied to each other**. If you update a question after copying it to a quiz, the original question you copied is not changed.
- The [Create Quizzes](#) and [Score Quizzes](#) articles provide more information about how to use quizzes in your classroom.
- Check out the [Assignments & Resources](#) article to learn more about other fields in the assignment editor.