

The last step is adding your questions to the quiz, including how to edit the order of questions and manage page breaks.

Before you start adding questions you may need to read these guides:

- Question types in a quiz
- Use Quiz Categories to manage your question bank
- Create questions for your quiz

This guide will cover:

- Add questions from the Question Bank
- Add random questions from the Question Bank
- Edit the order of the exam questions and manage page breaks

Add questions to your quiz

From the course home page select the Exam Quiz.



Once the exam quiz opens, in the Administration block, select Edit quiz.





Add questions from the Question Bank

1. Select the **Add** button on the far right.

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2. From the drop-down menu select from question bank.

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3. In **Select a category** use the drop-down menu to choose the (sub) category you want to add a question from.

	Add from the question bank to page 1
Select a category:	
Description questions (2)	~
Course: NC00029 (3626)	
Default for NC00029 (3626)	
Exam 2020 (1)	
All MCQ questions (3)	
Description questions (2)	
Essay questions (2)	

4. Choose the question(s) to add to the exam quiz by selecting the **check box**. Then select **Add selected questions to the quiz**.

	Add from the question bank to page 1
Select a category:	
Description questions (2)	~
Filter by tags	
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☑ Also show questions from subcategories	
☑ Also show old questions	
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Add random questions from the Question Bank

1. Select the **Add** button on the far right.

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2. From the drop-down menu select a random question.

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Editing quiz: BUSS 1234 - Final Exam ③



- 3. From the **Category** drop-down menu choose the (sub) category you want to add random questions from.
- 4. Select the Number of random questions.
- 5. Select Add random question.

	Add a random question to page 1
Existing category New catego	ory
Category	All MCQ questions (3)
Tags 🕐	 Include questions from subcategories too Any tags Search
Number of random questions	1 ~
Questions matching this filter: 3	1
« 1 »	2 3
 The capital of South Austra Where is Melbourne locate How many days end in 'y'? 	4 5 6
	7 8 Add random question Cancel 9

Random questions will display as shown below:

Φ	5	(i)	Random (All MCQ questions) (See questions)	Q 0	1.00 🥂
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Edit the order of the exam questions and manage page breaks

Once you have added questions you can move questions up and down and insert/delete page breaks.

If you use a description question to show a scenario and then several questions related to the scenario we recommend keeping the scenario and related questions on the same page.

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To **move** questions up/down use

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and drag to the required position.

To insert/delete page breaks use