



Importing Questions from a Publisher's Question bank into the Question Library – D2L Tutorial

This tutorial is for faculty who have previous experience using the Quizzes and Question Library tools in D2L. For further information or assistance, go to our [Team Dynamix Support portal](#) and click the appropriate Category to submit a ticket.

Scenario

This tutorial will cover the steps involved with importing questions from a publisher's question bank into the Question Library in D2L so you can then edit the questions and add them to quizzes.

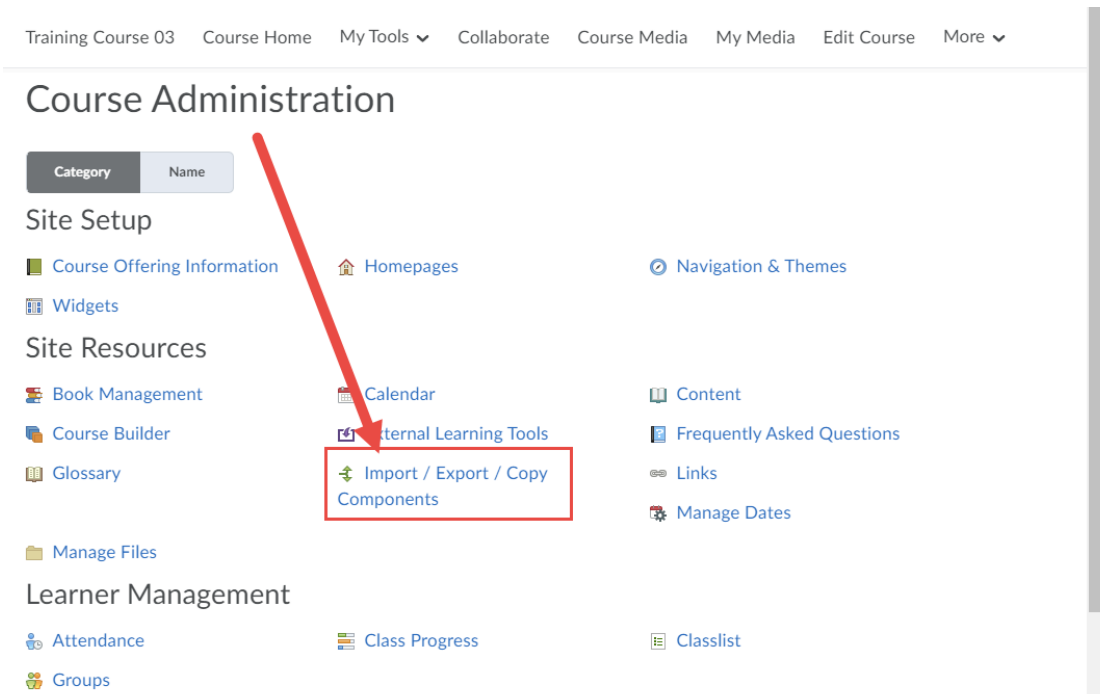
Steps

1. First, download the Desire2Learn test bank from your publisher's site. It will download as a .zip file. **Don't extract the files. The .zip file is what you need to upload to D2L.**
2. Go to your D2L course and click **Edit Course**.

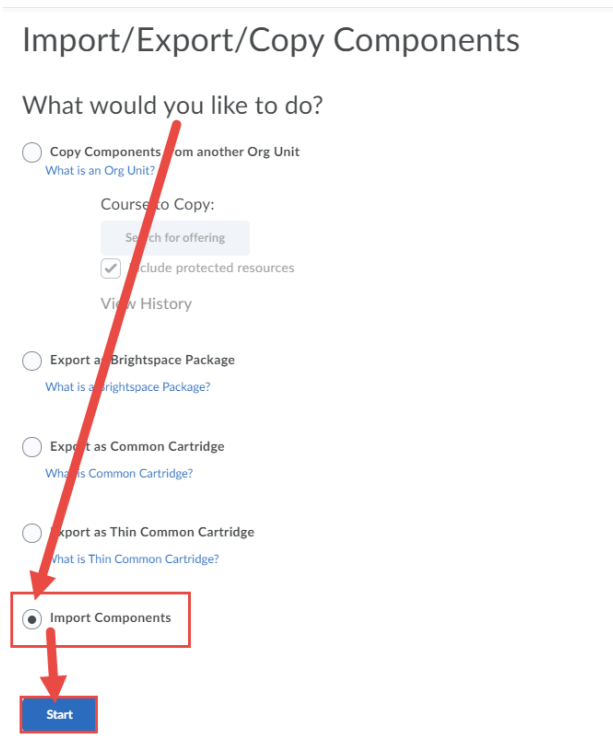
The screenshot shows the D2L course interface for 'Training Course 03'. The top navigation bar includes a home icon, the Camosun logo, the course name 'Training Course 03', and several utility icons (grid, mail, chat, bell, profile, and settings). Below the navigation bar, a secondary menu contains 'Training Course 03', 'Course Home', 'My Tools', 'Collaborate', 'Course Media', 'My Med', and 'Edit Course' (highlighted with a red box and a red arrow). The main content area is divided into two columns. The left column has a 'News' section with a message 'There is no news to display. Create a news item.' and a 'Library Resources' section with a list of links: 'Camosun College Library', 'Research Guides', and 'AskAway'. The right column features a 'Territorial Acknowledgement' section with an image of purple flowers and text: 'Camosun College campuses are located on the traditional territories of the Lkwungen and WSÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.'



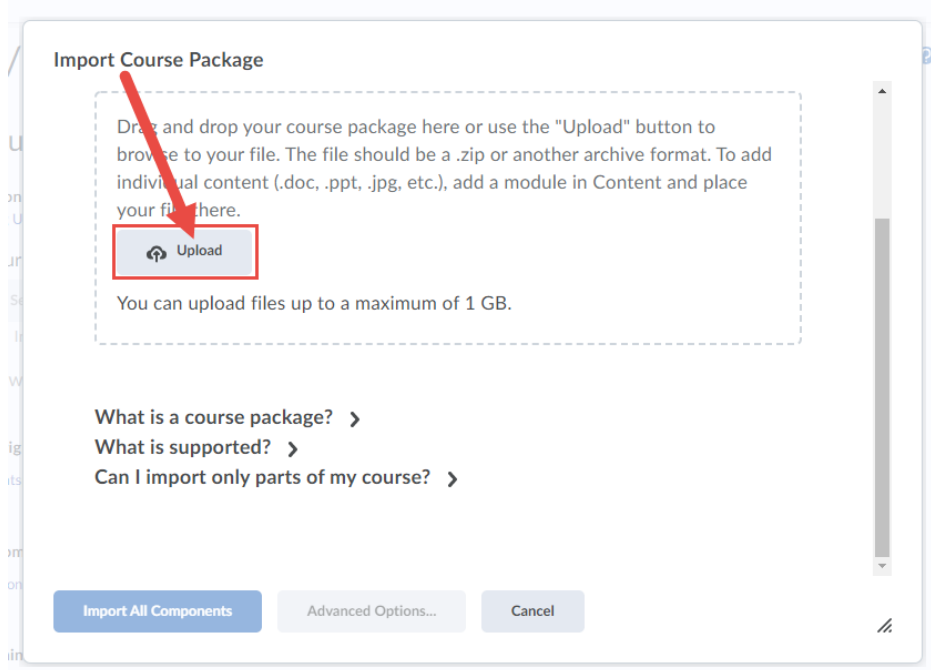
3. Click **Import/Export/Copy Components**.



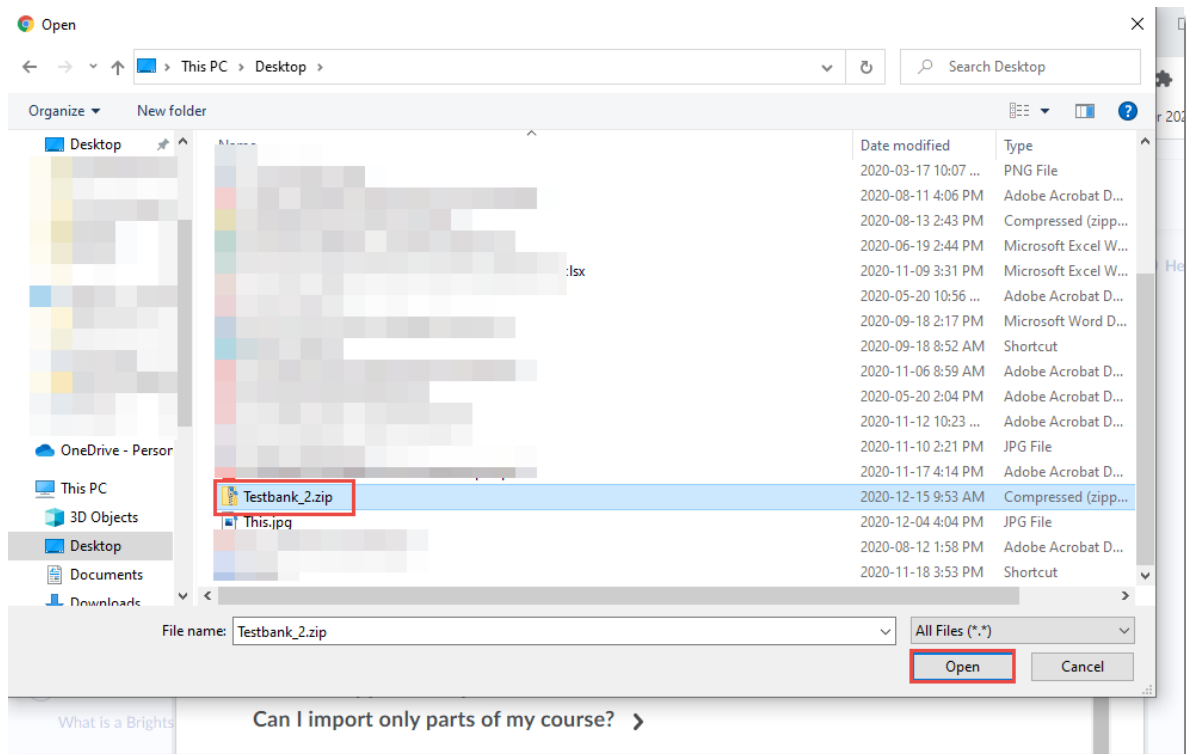
4. Select **Import Components**, then click **Start**.



5. In the **Import Course Package** box, click **Upload**.

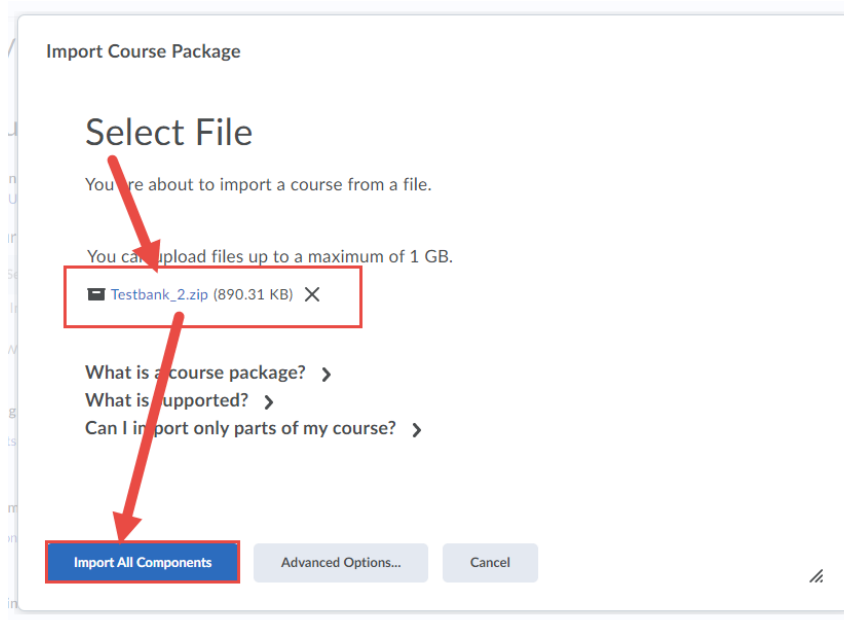


6. Find and select the publisher's file on your device, and click **Open**.

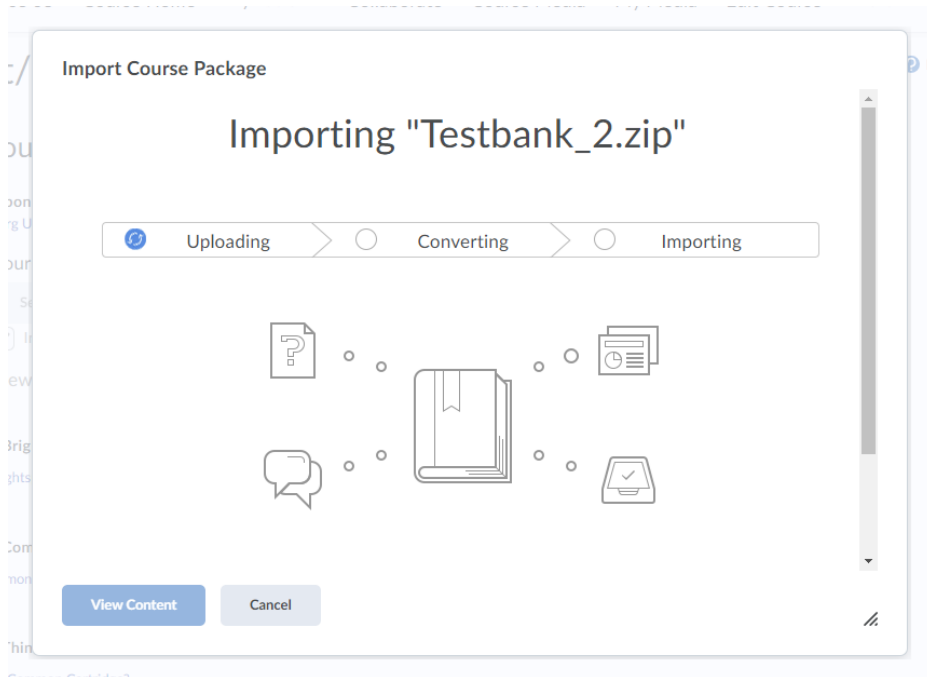


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- Your file will be listed in the Import Course Package box. Click **Import All Components** to start the import.



- The test bank file will be imported.



- When the import has been successfully completed, click **View Content** to go back to your course, then go to the **Quizzes** tool to find the imported questions in your **Question Library**.

The screenshot shows a web interface for importing a course package. At the top, there is a navigation bar with links: Home, My Tools, Collaborate, Course Media, My Media, Edit Course, ePortfolio, and Surveys. The main heading is "Import Course Package". Below this, the title "Importing 'Testbank_2.zip'" is displayed. A progress bar shows three steps: "Uploaded" (with a green checkmark), "Converted" (with a green checkmark), and "Imported" (with a green checkmark). A red-bordered box highlights the message "Your course package was successfully imported!". Below this message, it says "Check out the contents of your course and make sure everything is good to go." and provides a link "View Processing Logs". At the bottom, there are three buttons: "View Content" (highlighted with a red box and a red arrow pointing to it), "Import Another Package", and "Review and Manage Dates".

Things to Remember

Note that you have not created a quiz yet, you have simply imported the questions.

If this process is unsuccessful, you may need to email elearning@camosun.ca for support.



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