

eFundi Tutorial: Test & Quizzes

How do I import and export assessments



The import and export operations allow you to download an assessment or question pool created in the Tests & Quizzes tool into an external file, and to upload from such an external file, or a format-compliant file obtained elsewhere, into an assessment or question pool. The file comprises the entire assessment, including its title, settings, questions, and other options.

Three export formats are available:

IMS QTI 1.2: You must transfer links and attachments yourself.

IMS Content Packaging: Will capture links and attachments in your questions and package the file as a .zip file

Both the above formats create an XML file of your questions with all the components labelled according to the IMS standards

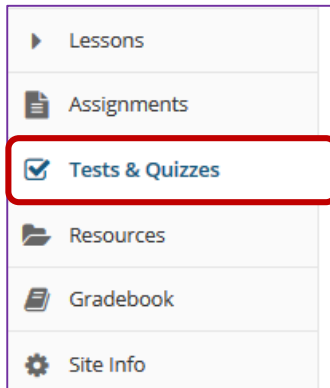
Markup text: Saves as a .txt file. If the exported assessment had any external links or attachments, they will not export and therefore neither import.

Note: *None of the methods above allows for the export of HotSpot questions*

Tip: *Many publishers provide test bank cartridges in IMS format. You may want to use this option if you are importing questions provided by your textbook publisher.*

Step 1: Go to Tests & Quizzes

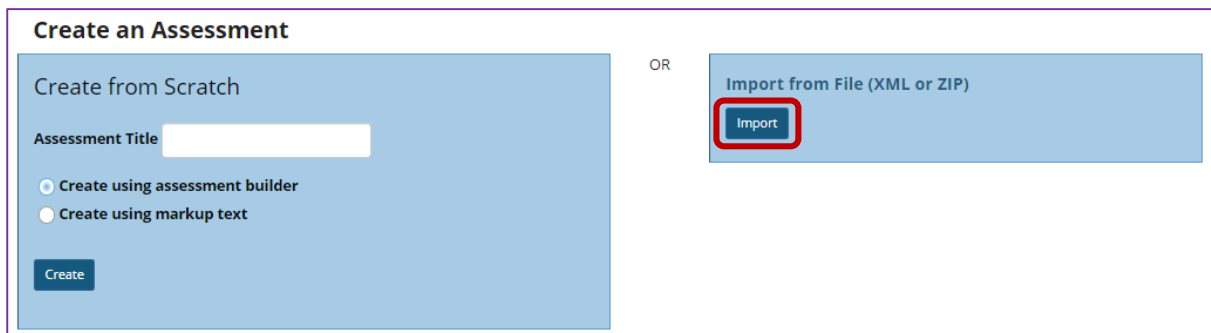
Select the **Tests & Quizzes** tool from the Tool Menu of your course site.



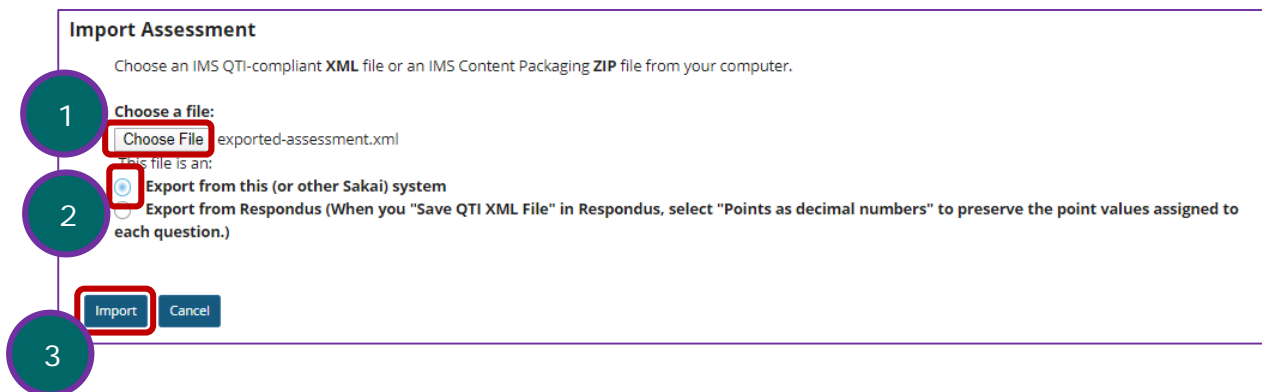
If this tool is not visible on the left, it still needs to be added by the site Instructor.

For steps in adding a tool to your eFundi site access the tutorial on *How to add/remove tools on a site* from the [Support tutorial site](#)

Step 2a: To import an assessment, click Import.



Select your file, and click Import



1. Click **Choose File** to browse for the file on your own computer system and open it. Once you have selected your import file, it will show the file name next to the button.
2. Select the radio button indicating the type of file you are importing. (Tests & Quizzes supports files saved in QTI format.)
3. Click the **Import** button.

View your assessment

Action	Title	Last Modified	Modified Date
-- Select Action --	1 new	NADINE SMIT	21/04/2020 11:32:08 PM
-- Select Action --	Can you add a video test	NADINE SMIT	07/04/2020 09:53:30 AM
-- Select Action --	eFundt test #1 (SU 2.1 - 2.3)	NADINE SMIT	21/04/2020 11:49:29 PM

In the lower area of Tests & Quizzes, you will see a new assessment. (It will have the title of the downloaded assessment, not a title from your external file name.) You may now edit the assessment questions, or select Settings to change the title and other settings.

Step 2b: To export an assessment

The export will create a new file on your system, suitable for saving for further use or porting to another IMS-compliant system.

Click Export for the assessment you want to export

Action	Title	Last Modified	Modified Date
-- Select Action --	1 new	NADINE SMIT	21/04/2020 11:32:08 PM
-- Select Action --	Can you add a video test	NADINE SMIT	07/04/2020 09:53:30 AM
-- Select Action --	eFundt test #1 (SU 2.1 - 2.3)	NADINE SMIT	21/04/2020 11:49:29 PM
-- Select Action --	fictional characters test	NADINE SMIT	11/11/2019 10:15:43 AM
-- Select Action --	test3	NADINE SMIT	16/04/2020 12:32:50 PM
-- Select Action --	nath	NADINE SMIT	23/03/2020 03:49:09 PM
-- Select Action --	EST 1	NADINE SMIT	20/03/2020 11:36:24 AM

Use the drop-down menu next to the assessment title. Click **Export**.

Choose the export type and export

Export Assessment - eFundt test #1 (SU 2.1 - 2.3)

Choose the type of export you would like to do, [IMS QTI-compliant XML](#), [IMS Content Packaging](#) or Markup text, and click Export. For QTI, an XML file will appear in a new window. Choose File > Save... in your browser to save this file to your desktop. Have in mind that if you choose markup text language there are items that cannot be exported, for example feedback components.

Note: Hot Spot questions won't be exported because they don't match with a standard question type. You can copy them from a site to another one using question pools or the Import from Site feature.

Choose export type:

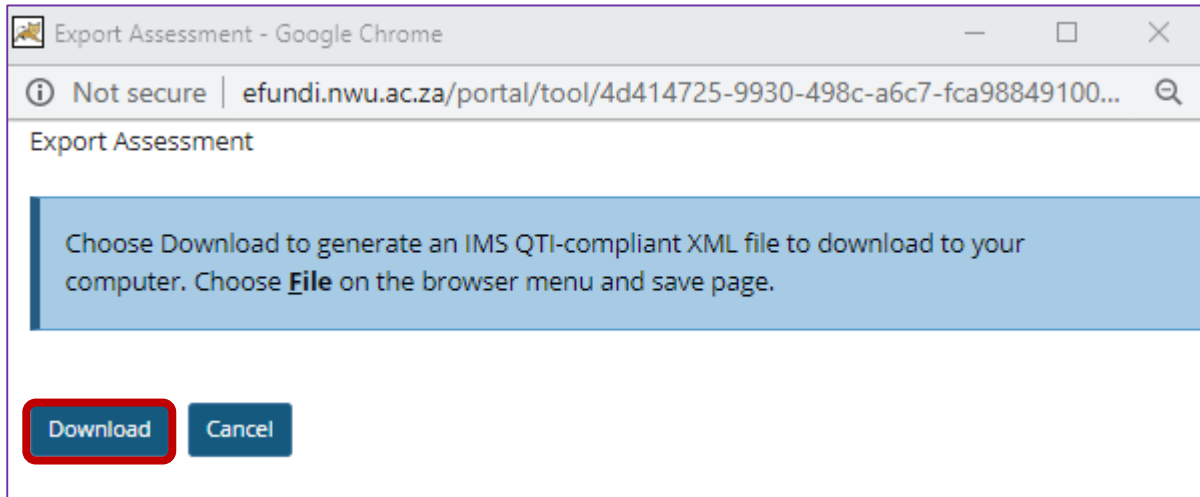
- QTI v 1.2
- Content Packaging
- Markup text

If your assessment contains any attached files or uses HTML tags to reference external resources, you should use the Content Packaging option.

Export **Cancel**

1. Select the export type. Your choice will depend not only on whether you wish to capture links and attachments, but also on the import capabilities of the intended destination.
2. Click the **Export** button.

Save (download) the file to your own system



The exact prompts and steps will depend on your browser, but you may be prompted for the action to take. The resulting file can be stored for later import.