# Migrating Content from Question Banks into Item Banks

Canvas does not have a tool for the automatic migration of content from Question Banks (Classic Quizzes) to Item Banks (New Quizzes). This guide is intended to assist you in manually transferring the information from Question Banks to Item Banks. In this process, you will need to create a Classic Quiz with all your desired questions and then manually transfer them to an Item Bank for New Quizzes.

1. Go to the Quizzes tab in your course and select "+Quiz"
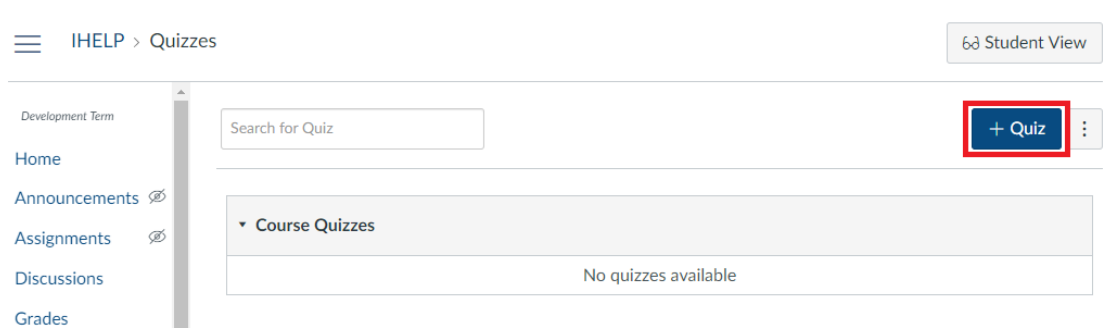
2. Create the quiz
    1. Select "Classic Quizzes"
    2. Click "Submit"
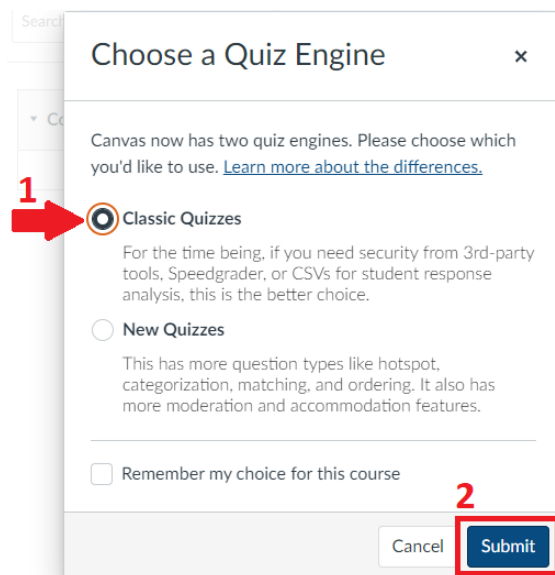
3. In this step make sure to:
    1. Enter a name for the quiz
    2. Click on the "Questions" tab at the top

4. Click the option for "Find Questions"

5. Find the question bank where your desired questions are
   1. On the left side of this window, you will find the question bank you need
   2. If you want all the questions in the bank, click "Select All" at the top. If you only need some of the questions, check the box next to the questions you need.
   3. Once you have selected all the questions you need, be sure to click "Add Questions"
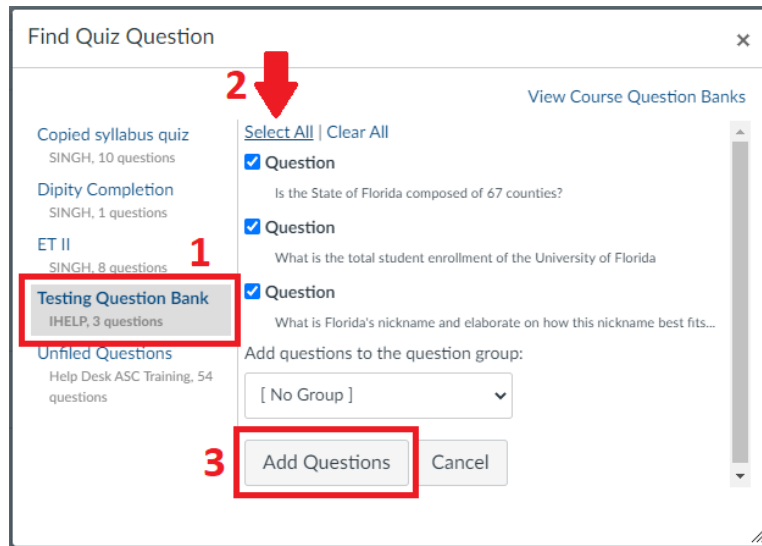
6. When you see all the questions listed on the body of the quiz, be sure to click "Save" at the bottom

7. Go to "Settings" in your course and select "Export Course Content" on the right side of the screen

8. In the Content Exports page, make sure to
   1. Select "Quiz" as the export type
   2. Select the quiz that you just built with the desired questions
   3. Click the "Create Export" button

9. When the system finishes exporting the quiz, make sure to
    1. Click the "New Export" link to start downloading the quiz
    2. You will see that the file is downloading at the bottom of the screen if using Chrome, or at the top right corner if using Firefox. Independent of the browser, the file will go to your "Downloads" folder in your computer
    3. Go to the "Item Banks" option in your course's menu
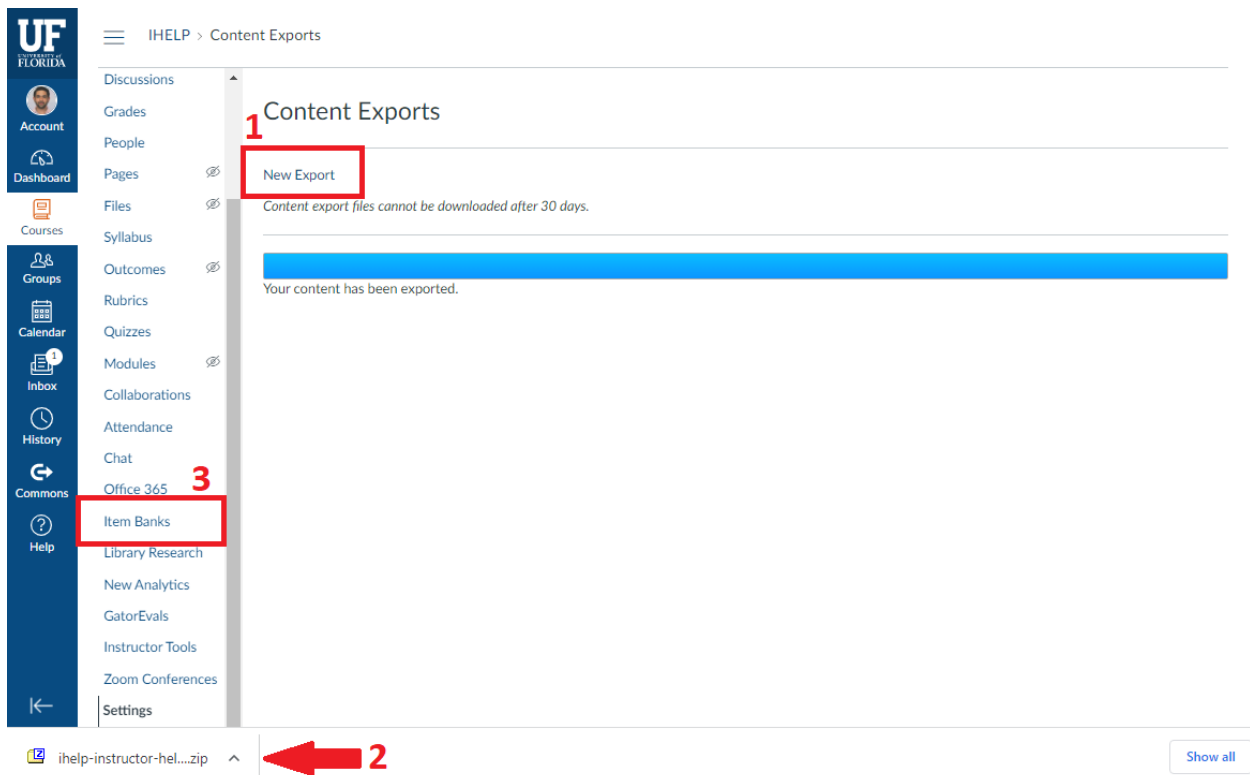
10. Click "+ Bank" to create a new item bank
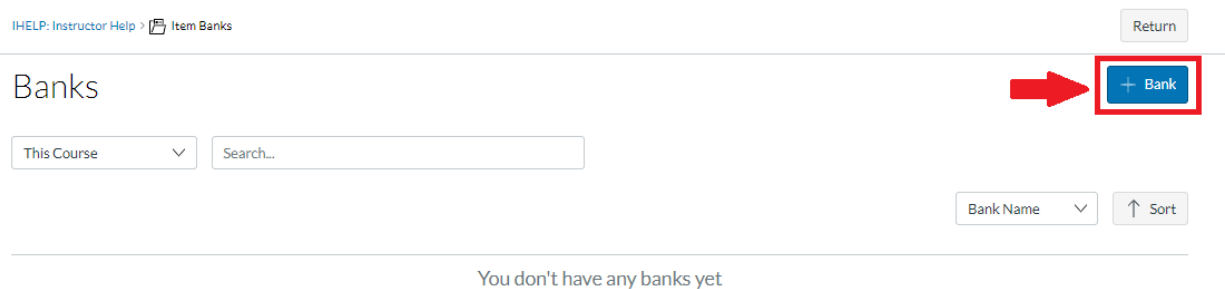
11. In the new window, make sure to
1. Name the new item bank
2. Click "Create Bank"

12. Once the new item bank is created
1. Look for the new item bank by entering the name in the search field
2. Once located, click on the bank

13. After clicking on the new item bank, you will see that it is empty
1. Click the kebab menu (three vertical dots)
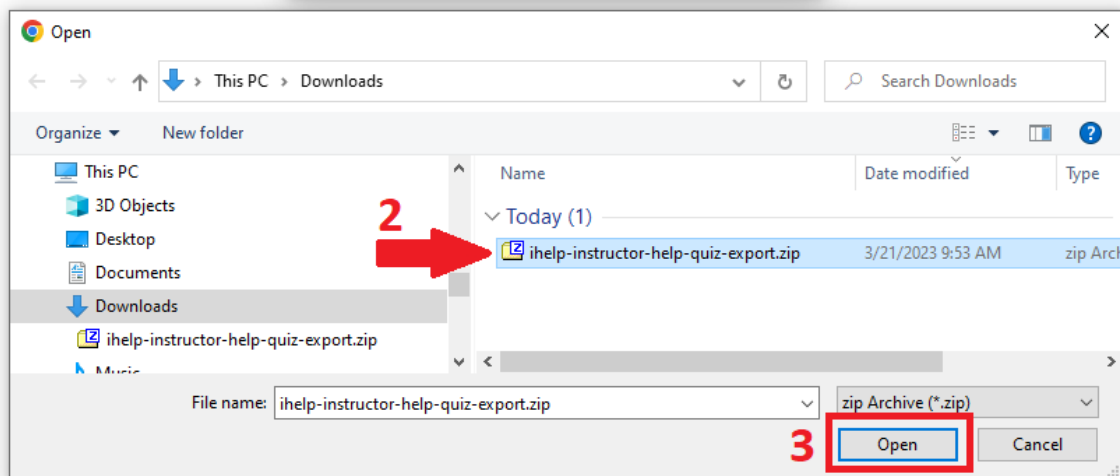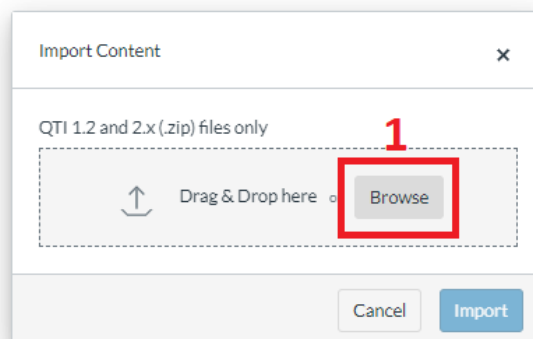2. Click "Import Content"

IHELP: Instructor Help > Item Banks > Exam 1   Return ⋮ **1**

2 ➡️   📥 Import Content

Exam 1

+ New

There are no questions in this bank yet.
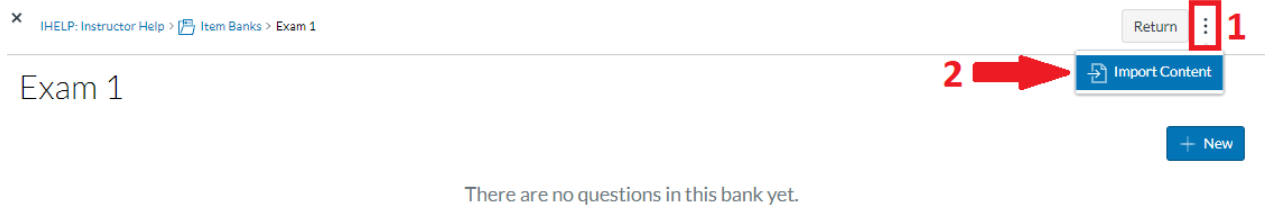
14. A window for "Import Content" will open up
1. Click "Browse" to open the file explorer on your computer
2. Go to your "Downloads" folder and click on the quiz you exported in step 9
3. Click "Open"

Import Content   ✕

QTI 1.2 and 2.x (.zip) files only   **1**

↑   Drag & Drop here or   **Browse**

Cancel   Import

Open   ✕

← → ↑ ⬇️ > This PC > Downloads   ⌄ ↻   🔍 Search Downloads

Organize ▼   New folder   ⊞ ▼ ▯ ❓

💻 This PC   Name   Date modified   Type
🔷 3D Objects   ⌄ Today (1)
🖥️ Desktop   **2** ➡️ 📦 ihelp-instructor-help-quiz-export.zip   3/21/2023 9:53 AM   zip Arch
📄 Documents
⬇️ Downloads
   📦 ihelp-instructor-help-quiz-export.zip
▶ Music

File name: ihelp-instructor-help-quiz-export.zip   ⌄   zip Archive (*.zip)   ⌄

3   **Open**   Cancel

15. Once the import has finished, you will see the title of the file in green next to a check mark. Make sure to click "Import" and then click "Done
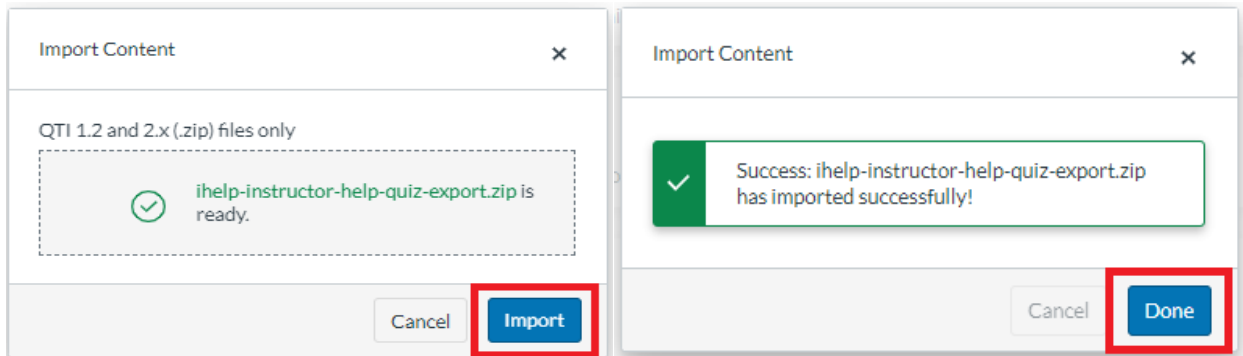
16. The process is done when you see your questions listed under the title of the item bank