

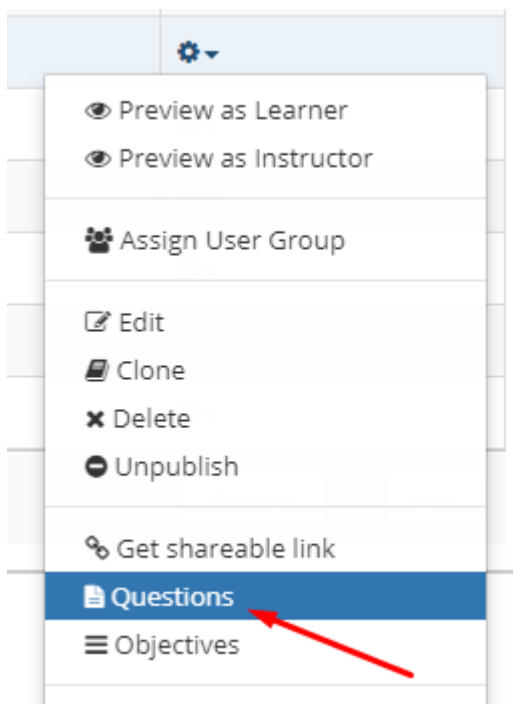
Bulk import test questions from a CSV file

Code		Author	BrainCert
Created Date	2018-10-11 16:38:37	Last Update	2018-10-11 22:12:17
Rating	☆☆☆☆☆	Votes	3

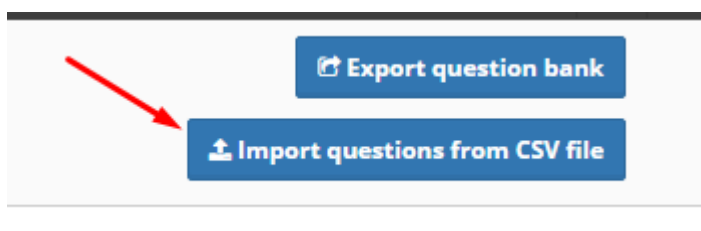
Instead of adding test question manually, you can choose to directly import question banks from CSV files with just a click of a button. Creating CSV format files and importing questions from them is useful if you have to add large number of questions in your tests.

Downloading the example CSV file

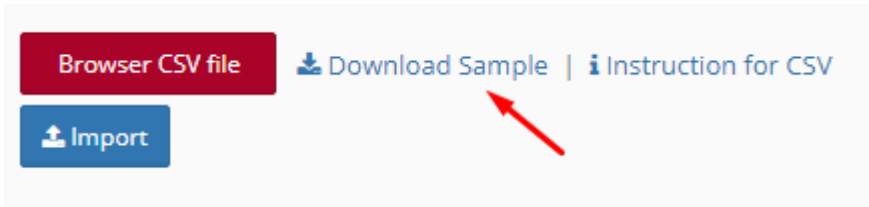
1. **Navigate** to the test options and click on "Questions".



2. From the Questions view, **select** "Import questions from CSV file" button from the right.

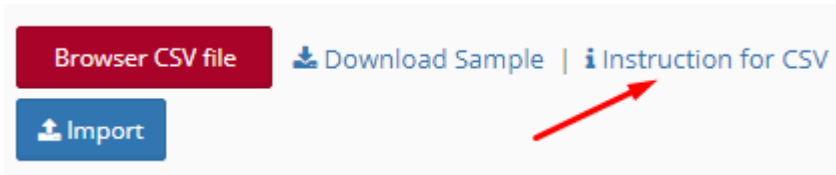


3. **Click** on the "Download Sample" link to download the example CSV file.



Instructions for CSV file

1. **In Step 3**, locate the link "instruction for CSV" on the right and click on it.



2. The instructions has numbers for question types and actual ID for question objectives. Use this information in the CSV file.

Question Type

Id	Question type name
1	Fill in the Blanks
2	Multiple Choice
3	Multiple True/False
4	Multiple Answer
5	True/False
6	Drag and Drop
9	Free Text
10	Essay

Objective

Id	Objective name
5238	Demo test questions

Understanding CSV file columns

Here's the generic syntax of the CSV columns from the sample file explained:

Question	Input the question type number as seen in "instruction for CSV" popup	mandatory
Question Title	Your question goes here	mandatory
Question Option	Enter answer choices here separated by a (pipe) at the end of each answer option	mandatory
Answer	Enter correct answer choice here	mandatory
Question Explanation	Enter a detailed explanation for the correct answer	mandatory
Objective	Enter the correct Objective ID as seen in "instruction for CSV" popup	mandatory
Reference	Enter any external URL as a reference	Optional
Difficulty	Enter the difficulty level from 1-5 (needed for adaptive tests)	mandatory
Status	0 (Unpublished) or 1 (Published)	mandatory
Include in Demo	0 (No) or 1 (Yes)	mandatory
Max Word	Enter the word count. This is needed only for open-ended questions such as Essay question type.	mandatory
Attachment	0 (No) or 1 (Yes). This is needed only for open-ended questions such as Essay question type.	mandatory
Mandatory Keywords	Enter mandatory keywords here separated by a (pipe) at the end of each answer option	mandatory
Mandatory Case Sensitive	1 (Checked). This is needed only for open-ended questions such as Free text question type.	mandatory
Optional Keywords	Enter optional keywords here separated by a (pipe) at the end of each answer option	mandatory
Optional Case Sensitive	1 (Checked). This is needed only for open-ended questions such as Free text question type.	mandatory

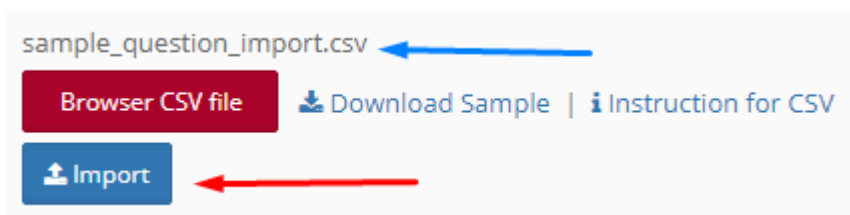
the sample CSV file in Microsoft Excel or other supported editors. CSV stands for Comma Separated Value, using which you can create questions using plain text. 1.

	A	B	C	D	E	F
1	Question	Question Title	Question Option	Answer	Question Explanation	Objective
2	1	24% of _____ is 36			150 24% of ___ is 36 This time	1
3	2	25 % of 200 is _____	75 25 50 100		50 In this problem 25 % of 2	5
4	3	Answer by true or false the following alg	5 < 7. The additive inverse of -10 is 10. 30% of	1 1 0	Answer by true or false t	2
5	4	Which of the following are factors of 12?	3 4 9 7	3 4	The number 12 is a mult	4
6	5	Electrons are smaller than atoms:			1 Electrons are smaller the	4
7	6	Match the correct answer	2111 2311 4411	Divisible by 21111 Divisible	good	2
8	9	What is online therapy?				4
9	10	Write a poem.			Welcome	4
10						

[How to create test questions](#) KB note. 2.

Import CSV file

1. **Click** on the "Browser CSV file" button and select the file with your question set



2. The questions in the file are parsed and imported into your test. You'll see the status of the import with the "Success" and "Failed" status.

[Browser CSV file](#) | [Download Sample](#) | [Instruction for CSV](#)

[Import](#)

Question Type	Question Name	Objective Name	Status
Fill in the Blanks	24% of _____ is 36	test 22	Success
Multiple Choice	25 % of 200 is ___	test 22	Success
Multiple True/False	Answer by true or false the following algebra questions.	test 22	Success
Multiple Answer	Which of the following are factors of 12?	chemistry	Success
True/False	Electrons are smaller than atoms:	chemistry	Success
Drag and Drop	Match the correct answer	test 22	Success
Free Text	What is online therapy?	physics	Success
Essay	Write a poem.	physics	Success

After the questions are imported, follow [Test Delivery Settings - Randomization, and Number of Questions](#) to setup other options.