# Import/Export Question Pools from Blackboard Original to Blackboard Ultra

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You can export and import question pools from Blackboard Original into Blackboard Ultra.

## Exporting a Question Pool From Blackboard Original

- 1. Select Course Tools from the Control Panel side pane. The Course Tools drop-down menu is displayed.
- 2. Select Tests, Surveys, and Pools. The Tests, Surveys, and Pools page is displayed.



#### 3. Select Pools.

Tests, Surveys, and Pools	
Tests Tests or sets of questions that are graded to measure student performance. Once a test is created here, it must be deployed within a content folder before students can take the test. Test results are reviewed in the Grade Center. Note that some question types are in automatically graded.	not
Surveys Surveys are not graded, and student responses are anonymous. They are useful for gathering data from students that is not used to evaluate student performance. Surveys must be deployed in a content folder for students to respond to the survey.	
Pools Pools are sets of questions that can be added to any Test or Survey. Pools are useful for storing questions and reusing them in more than one Test or Survey.	

4. Select the pool you would like to export, then select the drop-down arrow beside the pool name and choose **Export**. A zip file is automatically downloaded to your computer. **Note:** Do not unzip this file.



## Importing a Question Pool Into Blackboard Ultra



- 1. Select Manage Banks from the Details & Actions pane.
- 2. Select the plus icon (+).

Q Search by name or description		1-5 of 5	25 🔻 items per page
Name 🕈	Number of Qu	estions ♦ Last Edited ♦	
Fallacy and Cognitive Bias Pool	31	1/18/23, 1:44 PM	•••
Lateral Reading and Fact Checking Pool	37	1/18/23, 1:44 PM	•••
New Question Bank 3/23/23	0	3/23/23, 3:06 PM	
New Question Bank 3/23/23	0	3/23/23, 3:08 PM	
New Question Bank 3/23/23	0	3/23/23, 3:16 PM	•••

#### 3. Select Import from File.



- 4. Locate the .zip file (unzipped) that you downloaded from the question pool in your Blackboard Original course.
- 5. Select **Open.** A success message is displayed when the upload is complete.

Note: Once your import is complete, do a thorough review of your question bank to ensure it is important correctly. You may need to first add the questions to a test to be able to edit.

### **Additional Resources**

This short video walks you through the importing process.

• Import Question Banks in the Ultra Course View

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ultra