

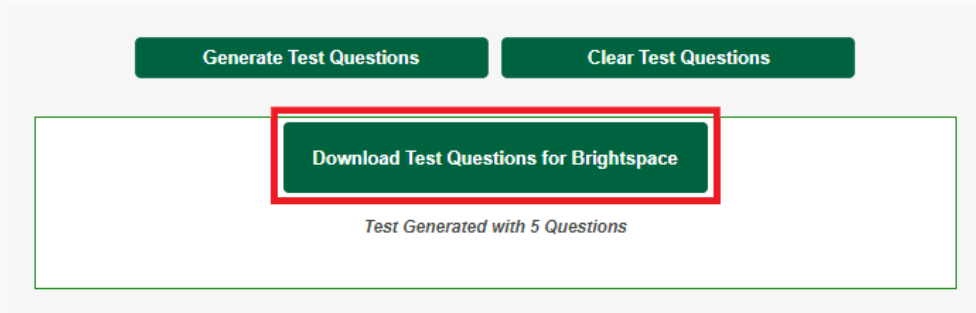
Uploading to the Question Library

Last updated: December 4, 2018

Instructions

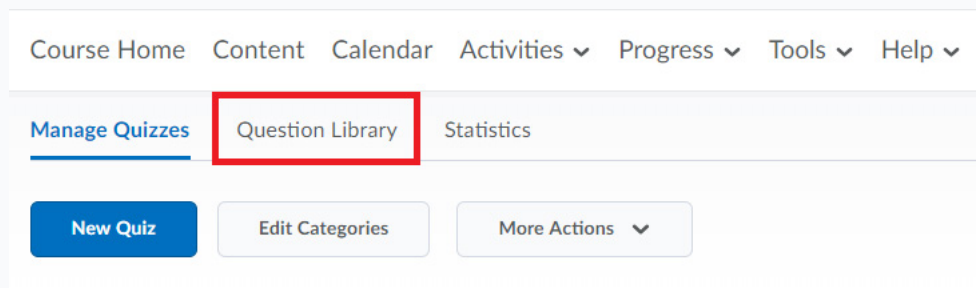
Follow these instructions on how to upload your questions from the Quiz Generator to the Brightspace Question Library

Upon successful generation of your test questions, click the **“Download Test Questions for Brightspace”** button and save the file to a location on your computer hard drive (eg. downloads folder or Desktop).



1. Navigate to the question library section in Brightspace

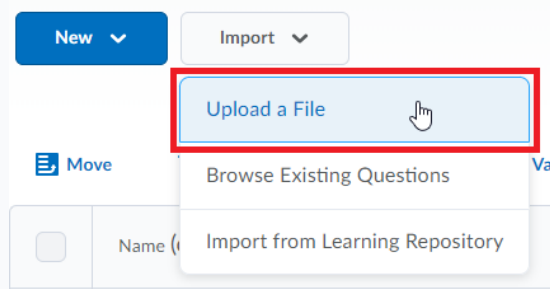
Navigate to **Activities > Quizzes**. Click the Question Library tab.



2. Navigate to the upload file area

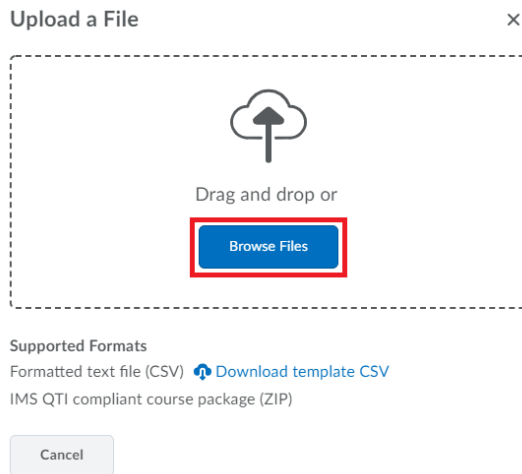
In the question library menu, click **Import > Upload a File**

Question Library



3. Upload your file

Click on **Browse Files** to open up the file explorer to look for your questions.



Locate the file you had downloaded earlier, and open.

Click **Import All** to finish uploading your quiz.

