Canvas Tip Sheet: Quizzes: QTI Format & Converter

After you create the quiz, you can set extra attempts and time on quizzes. If you have set a time limit on your quiz, you can set extra time for certain students. Your quiz must be published to add student extensions.

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| **Steps** | **Directions** | **Image** |
| 1. Create a text file of your quiz questions | One return/enter between question and answer. Two return/enter between questions. | Question samples:  1. What is the term for the process of a leader communicating ideas, gaining acceptance of them, and motivating followers to support and implement the ideas through change?  a. Leadership  \*b. Influencing  c. Management  d. Guidance  2. The first step to leadership development is self-awareness of leadership competencies.  \*a) True  b) False |
| 2. Convert text file | Canvas Quiz Converter: San Diego State University tool | <http://ec2-34-207-154-191.compute-1.amazonaws.com/> |
| 3. Create Quiz Question Group |  | 1. In the course navigation, click Quizzes 2. In the right corner, click the more options button (snowman) |
|  |  | 1. Click Manage Question Banks |
| 3. Import QTI zip file | Go to course settings | 1. Go to the Canvas course in which you want to add the quiz. 2. Go to Settings, in the right sidebar (menu), click "Import Course Content" 3. Select “QTI .zip file” at the bottom of the dropdown menu choices 4. Locate and choose the zipped file that was generated by the converter tool 5. Click "Import.” |
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