

# How to... Import existing Blackboard questions into QMP

## Introduction

In order to convert existing Blackboard questions into QMP you will need to make use of the Content Converter which is a web-based application available to members of Questionmark Communities. If you are not already a member you can join by accessing <http://www.questionmark.com/uk/index.aspx>

The Content Converter will convert the following question types:

- Multiple Choice
- Yes/No
- True/False
- Likert Scale
- Explanation

For each test that you need to convert you will need to work through the following three steps

1. Export existing test from Blackboard.
2. Convert your test questions into the appropriate file format (QPack file)
3. Import the QPack file into QMP.

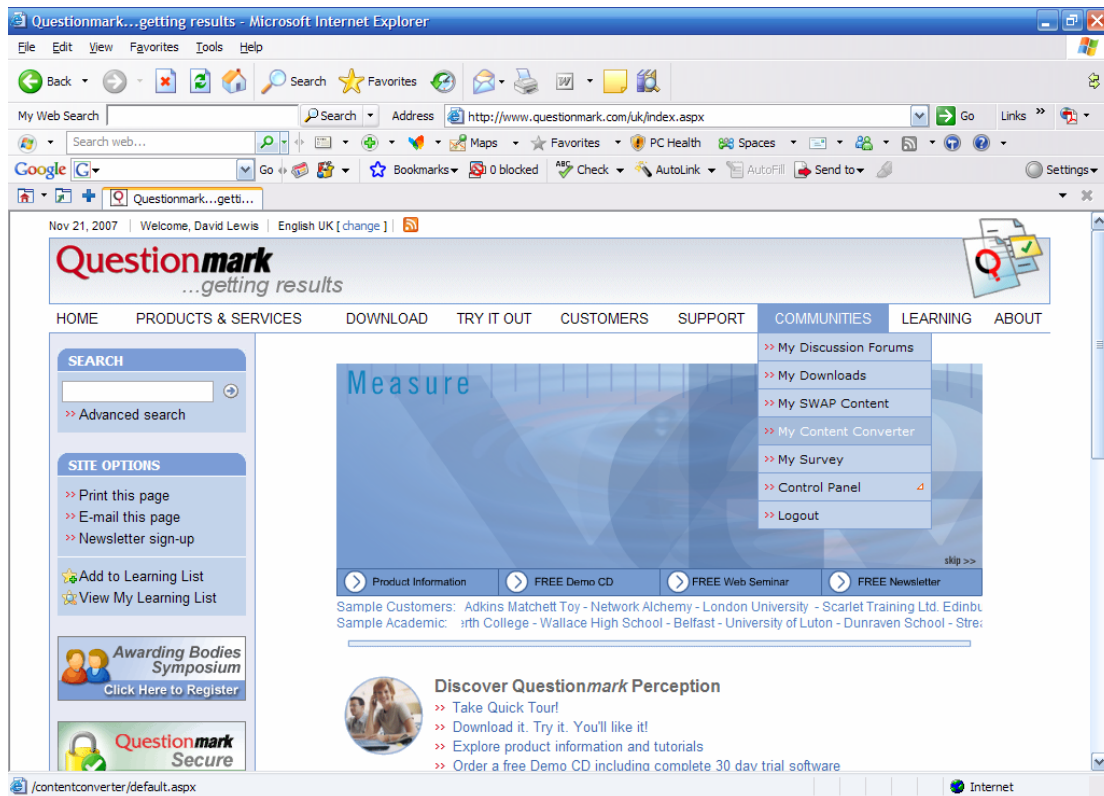
### Step 1: Export existing test questions from Blackboard

1. From the **Control Panel** of the relevant module in Blackboard select **Test Manager**.
2. Select the **Export** button to the right of the required test and save it to the desired location.

### Step 2: Convert exported test questions into appropriate file format

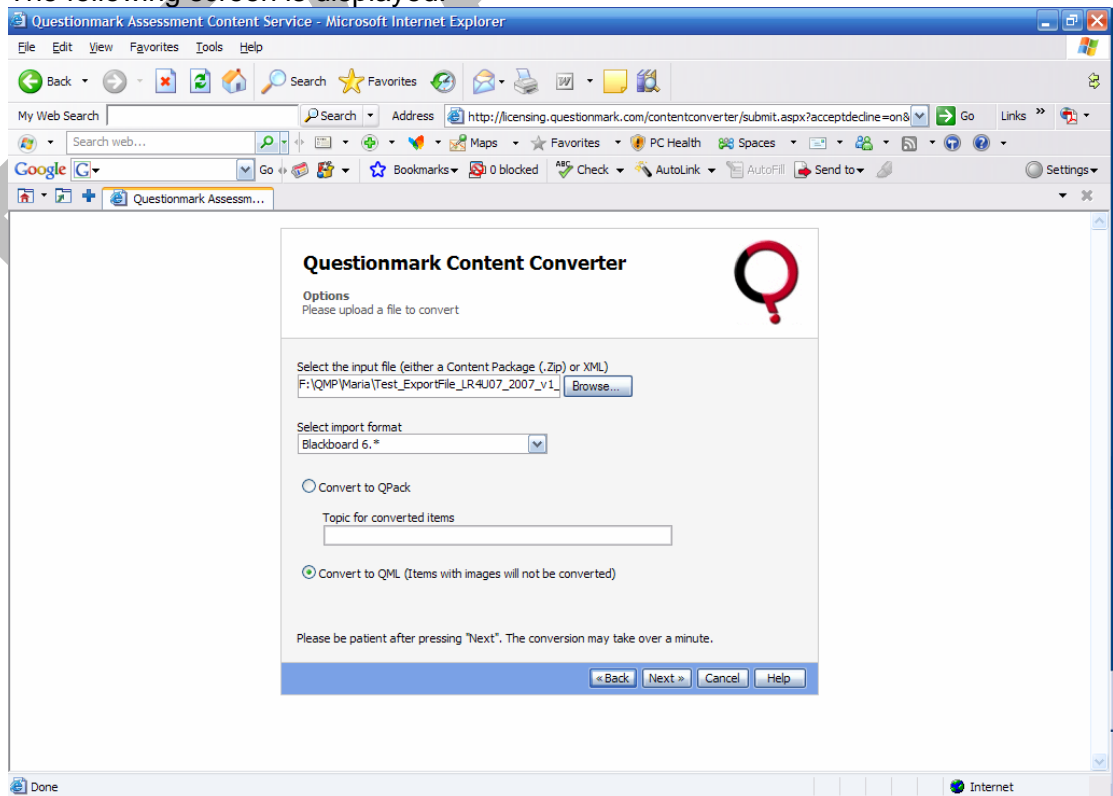
You will need to create a **QPack** file containing your Blackboard questions. The following instructions will show you how to do so.

1. Access the QMP website via <http://www.questionmark.com/uk/index.aspx>.
2. Select **Communities** then **My Content Converter**.

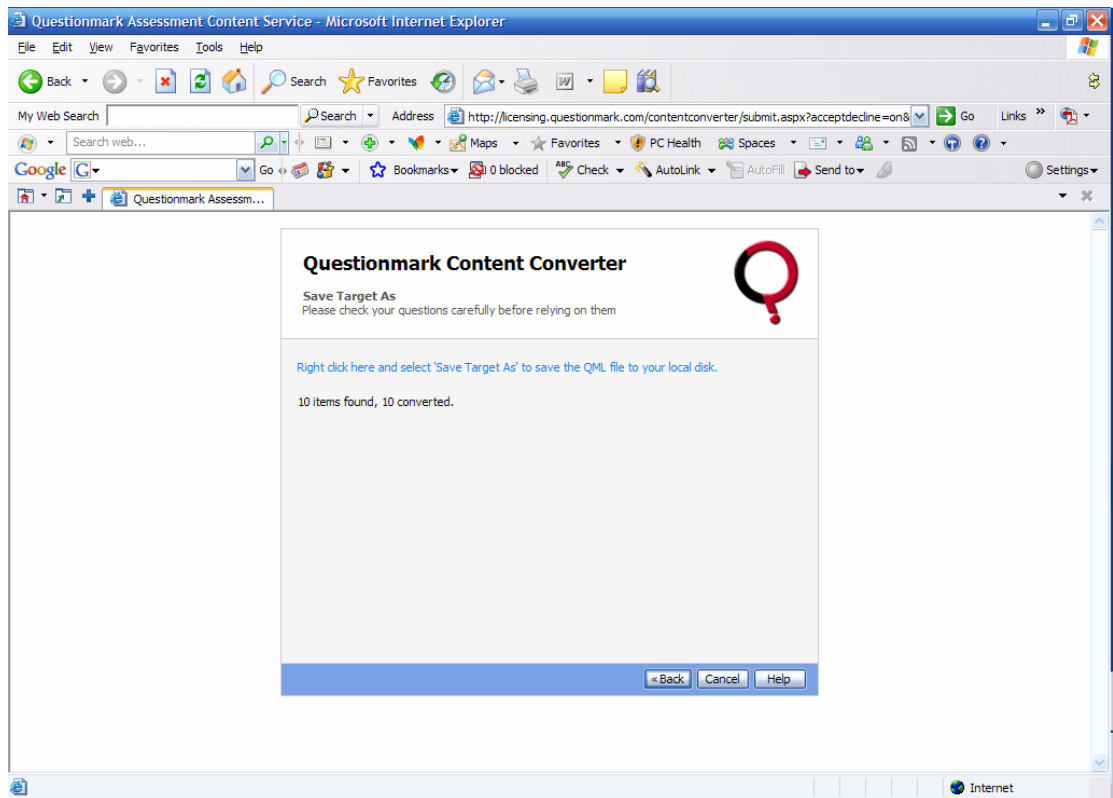


**Note:** You will be prompted to log into your Communities account before you can proceed.

3. You will then be presented with QMP's license agreement. Select **I accept** then select **Next**.
4. The following screen is displayed.



5. **Browse** for the file that you exported from your Blackboard module.
6. From **Select Import Format** select **Blackboard 6.\***
7. Select **Convert to QPack** and type the name you wish to assign to the converted topic.
8. Select **Next** and wait a few moments.
9. The following screen is displayed.



10. Follow the instructions and select **Close** when the download is complete.
11. A message is displayed indicating how many items have been converted. Select **Cancel** to return to the QMP website.

### Step 3: Importing your test questions into QMP

**Note:** You will first need to access your QMP account.

1. From **Browser based authoring** select **Questions Manager**.
2. From the menu select **Import QPack**.  
[insert shot]
3. **Browse** for your QPack file and select **Next**.
4. From the next page select the **Destination topic**.
5. Finally, select **Finish**.

### Important point

Remember to check each of your imported questions using the **Try out** option in QMP.