

How do I create a question bank in a course?

Question Banks are a place to house questions that can be added to quizzes across courses or accounts.

Open Quizzes

Open Quizzes

In Course Navigation, click the **Quizzes** link.

Manage Question Banks

Manage Question Banks

Click the **Options** icon [1] and click the **Manage Question Banks** link [2].

Add Question Bank

Add Question Bank

Click the **Add Question Bank** button.

Create Question Bank

Create Question Bank

Name the question bank and press Return (on a Mac keyboard) or Enter (on a PC keyboard).

Open Question Bank

Open Question Bank

Open the question bank by clicking the title of the question bank.

Question Bank Options

Question Bank Options

After opening the Question Bank, you can:

1. Add a Question
2. Edit Question Bank Details
3. Move Multiple Questions
4. Delete Question Bank
5. Verify Question Bank [Bookmark](#) (by default new Question Banks are bookmarked automatically)
6. Align Outcomes

Add a Question

[Add a Question](#)

Click the **Add a Question** button.

Create New Questions

[Create New Questions](#)

Add as many [individual questions](#) as you wish to your question bank. Click the **Update Question** button to save your changes.

View Questions

[View Questions](#)

View the questions in your question bank. To view question details, click the **Show Question Details** checkbox.

Now you can reference this single bank of questions in many different quizzes.

Note: Questions details are not available in question banks with more than 50 questions.

[Content retrieved from <https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-create-a-question-bank-in-a-course/ta-p/1228>]

Revision #1

Created 2025-05-21 20:28:20 UTC by Brandy Brickey

Updated 2025-05-21 20:30:03 UTC by Brandy Brickey