# How to Download and Import the Test Bank - Canvas

This document provides directions on how to download our QTI.zip test bank file and import or upload the test bank into your Canvas Learning Management System (LMS).

1. Open the LTI Advantage Integration Setup email you received to find the **Course Information & Test Banks** table. If your course includes a supplemental test bank, a download link is displayed under the **Test Bank** column. Click the link to download the course's test bank files to your local device.
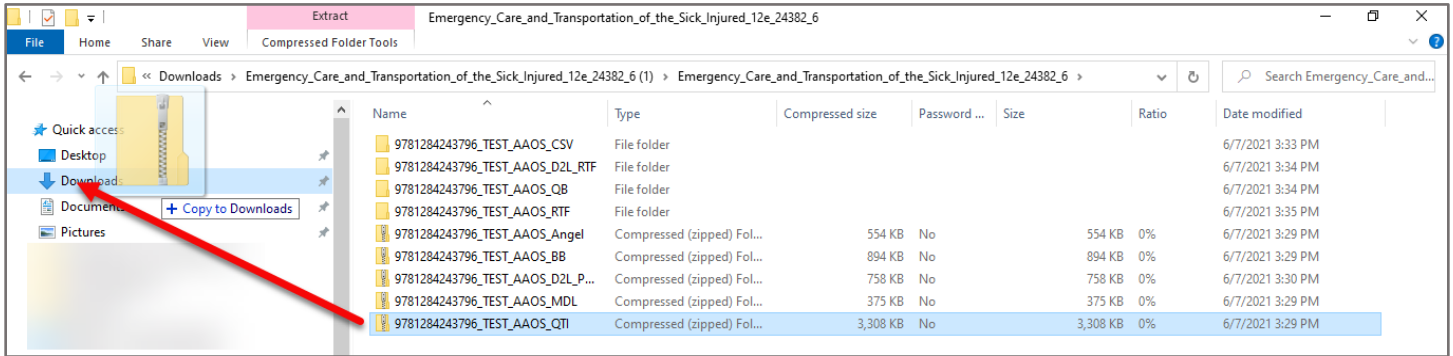

2. Navigate to your Downloads folder and double-click to **open** the downloaded **zip file** to locate the file labeled as **QTI**. Note, file options and digital packaging may vary.
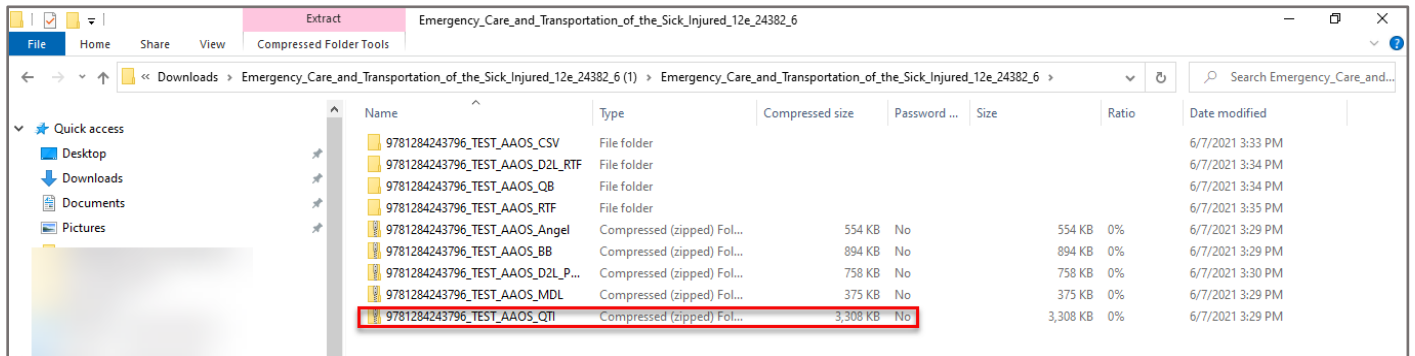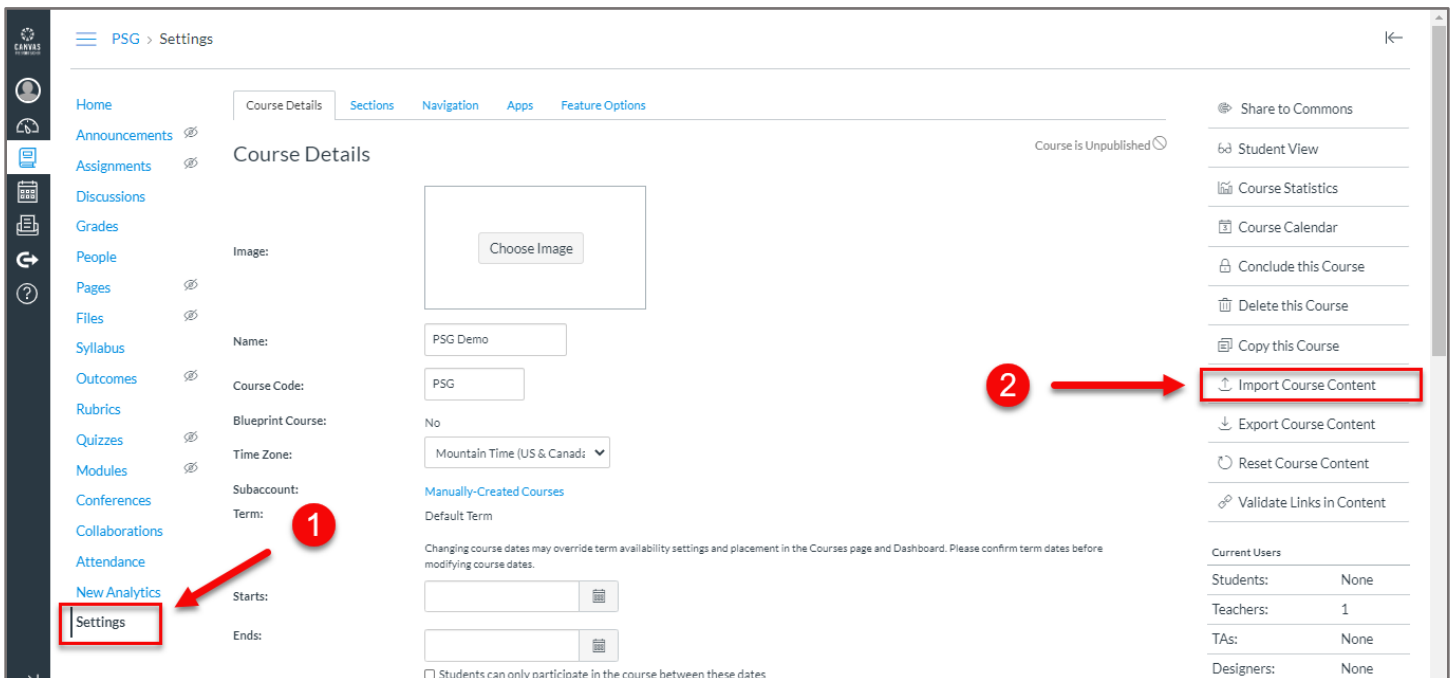
3. Click on the zipped **QTI file** and drag-and-drop it in the **Downloads folder**, or a different folder of your choosing. This will extract a copy of the test bank file to import into your course.


4. Navigate to and open the Canvas course in which you would like to download/import the test bank. Then open the course's **Settings** and click **Import Course Content**.

5. Select the dropdown menu for **Content Type** and choose **QTI.zip file.**
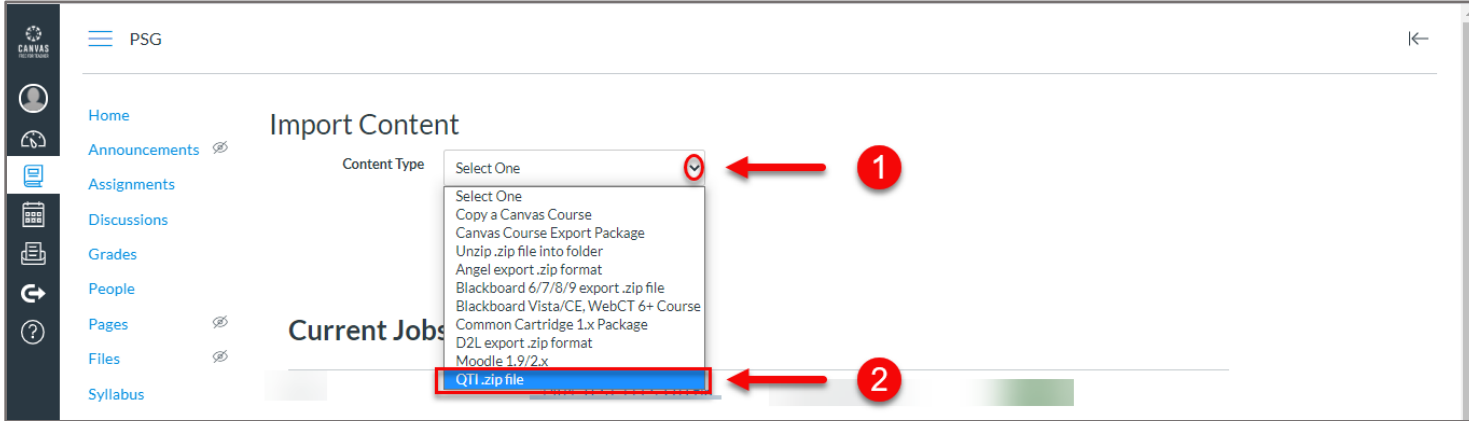
6. Click on **Choose File** and select the **QTI.zip file** that you copied/extracted in Step 5.

   After locating and selecting the appropriate file, click **Open**.
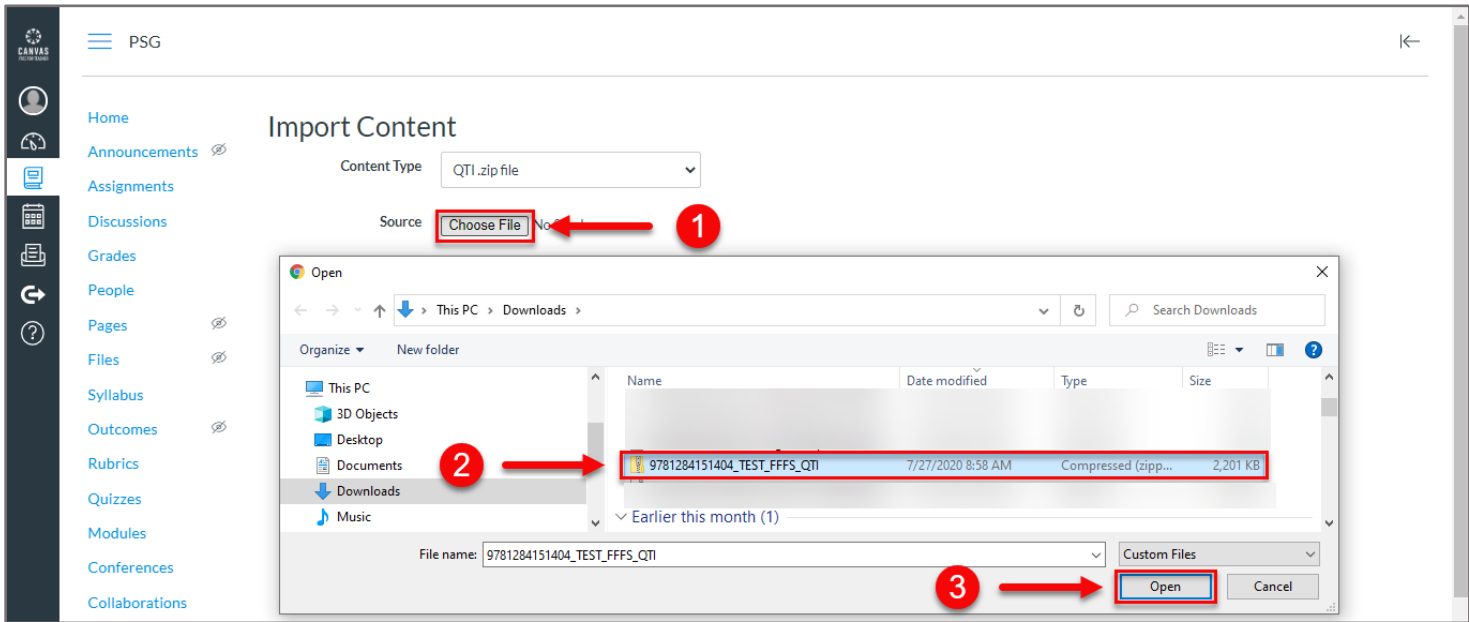
7. Next, click the **Import** button. **Please note,** we strongly recommend you **do not** import the test bank file as "New Quizzes." Canvas is limited in its ability to convert a QTI question bank to the item bank format required for New Quizzes. If you require the New Quiz option, seek assistance from your LMS administrator with converting the QTI file provided before proceeding.

8. After the upload completes, you should see the **Completed** notification.

9. Click **Quizzes**. Please note that Canvas automatically creates Quizzes/Quiz Assignments based on the questions organized within the test bank file. These default quizzes can be used as is, manipulated, or deleted.
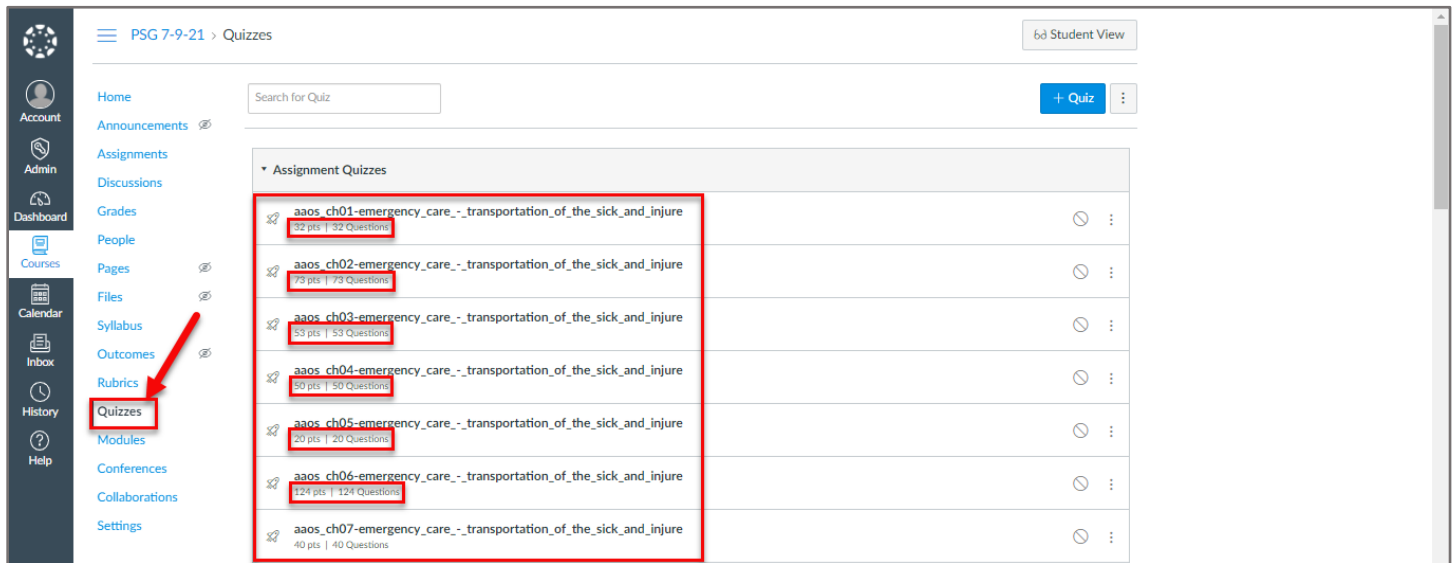
10. To review the test bank questions which were imported, click the **ellipses,** then click **Manage Question Banks**.
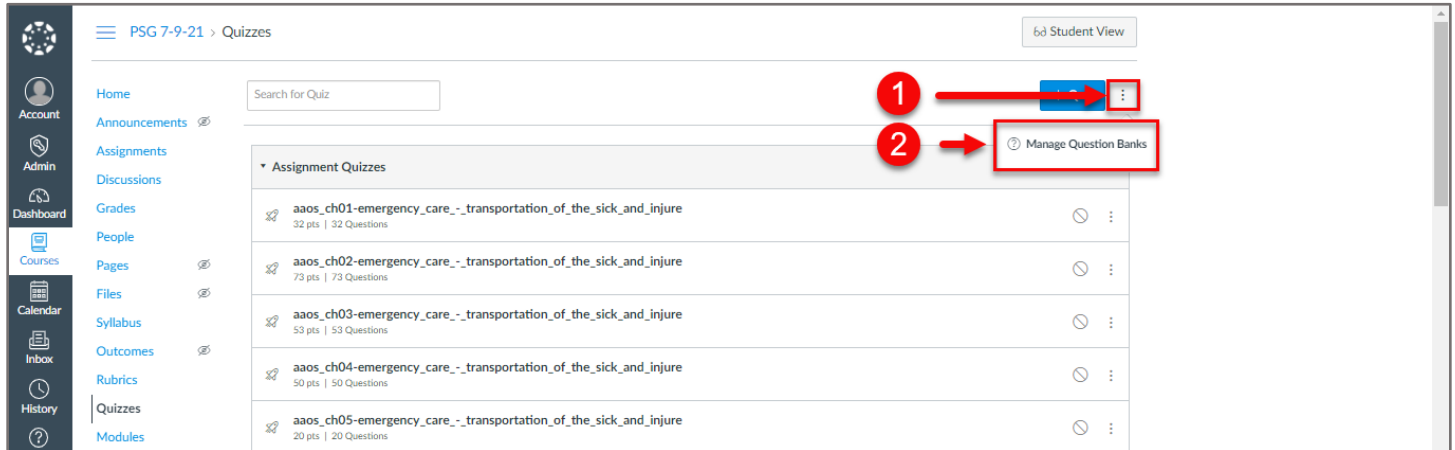
11. You will find these questions available to select from as you create your tests and quizzes in the course.