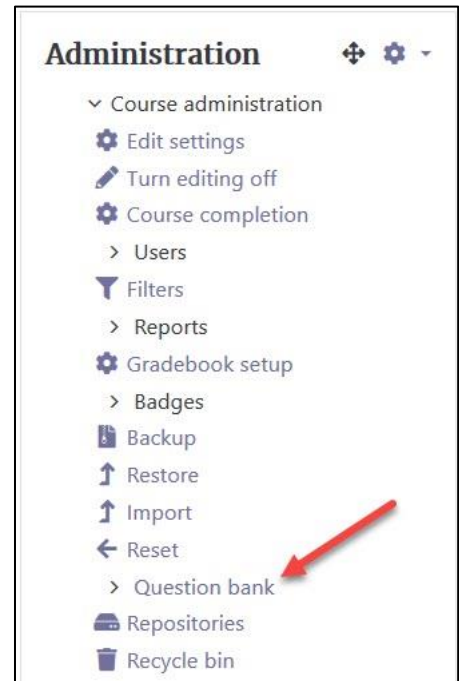
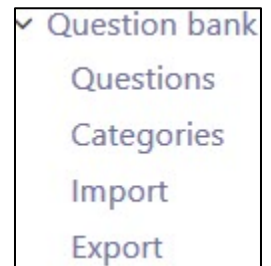


## Adding a New Category in the Question Bank

1. On your course main page, locate the **Administration** block.
2. Expand the **Administration** block by clicking on the **Course administration** link.
3. Click on **Question bank**.




















The links **Questions**, **Categories**, **Import** and **Export** display.




The **Edit categories** page appears, showing the **Add category** section.


## Edit categories?


### Question categories for 'Course: Ms. Beverly's LINC 3'

- Default for LINC 5 (PC) (0)**  
The default category for questions shared in context 'LINC 5 (PC)'.  
  
- Questions saved from context Quiz: Language Companion Search Activity. (9)**  
These questions (some of which may be hidden) were saved when context Quiz: Language Companion Search Activity was deleted because they are still used by some quizzes or other activities.  
    
- Questions saved from context Quiz: Language Companion Search Activity. (9)**  
These questions (some of which may be hidden) were saved when context Quiz: Language Companion Search Activity was deleted because they are still used by some quizzes or other activities.  
    
- Questions saved from context Quiz: THIS IS A TEST Banking security writing quiz. (1)**  
These questions (some of which may be hidden) were saved when context Quiz: THIS IS A TEST Banking security writing quiz was deleted because they are still used by some quizzes or other activities.  
   










▼ Add category


Parent category 

Default for LINC 5 (PC) 

Name 

Category info

ID number 

Add category

4. Type a descriptive name in the **Name** text box.
5. Type some information in the **Category info** text box. This may make it easier to re-use these questions in the future.
6. Click the **Add category** button to complete the process.

Page 2 of 2

Created on 2020-06-20 6:12:00 PM