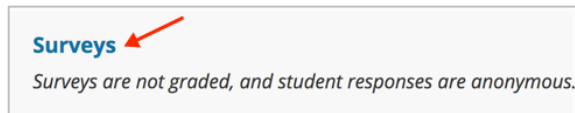


IMPORT A ULEARN SURVEY

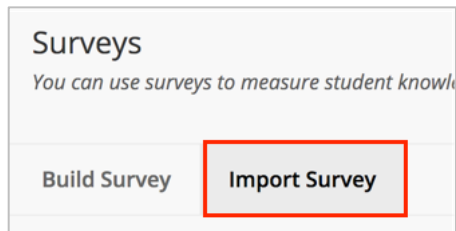
Once you have [exported a survey](#) from one course, you can import it into another.

Instructions

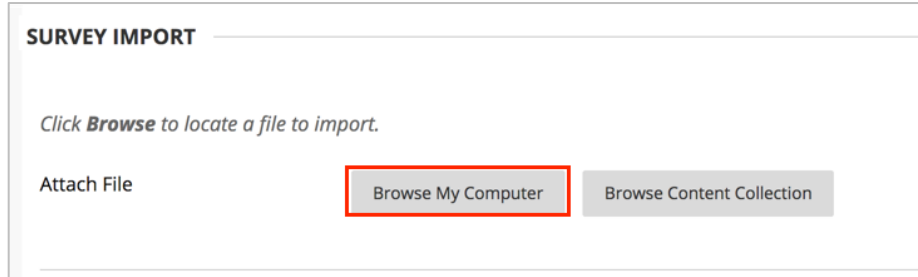
1. On the left menu, click on **Course Tools** and select **Tests, Surveys, and Pools**.
2. Click on **Surveys**



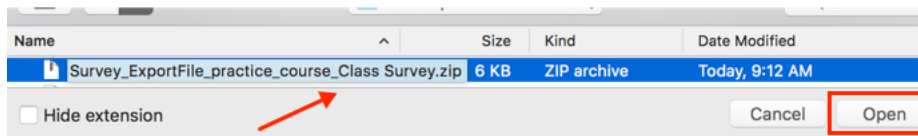
3. On the Surveys page, click **Import Survey**.



4. Click **Browse My Computer**.

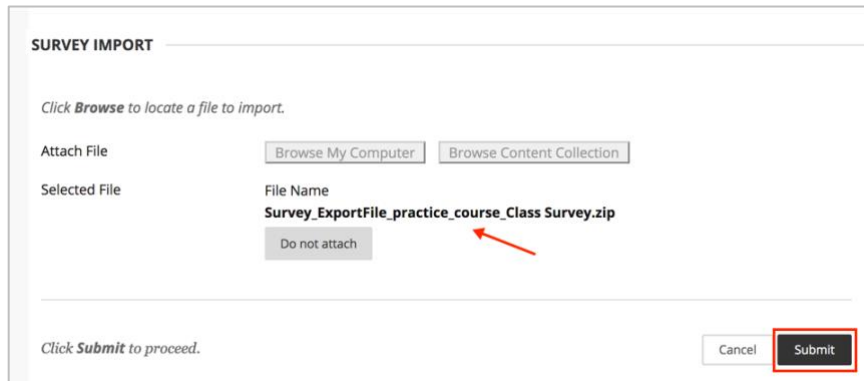


5. Locate the survey you previously downloaded. This is usually found on your computer's Downloads folder. **Click the file** to select it and then click **Open**.

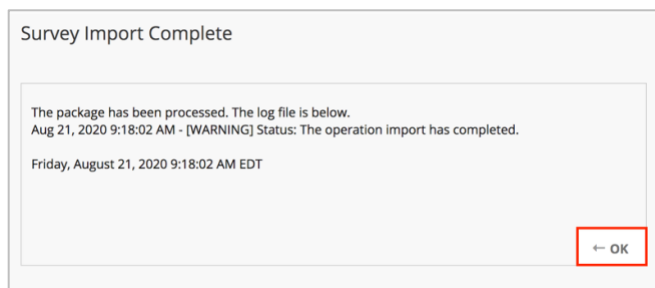


6. The survey file will be listed under File Name. Click **Submit** to complete importing.

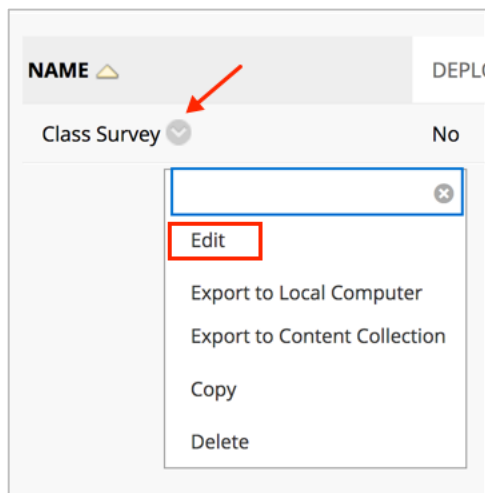
IMPORT A ULEARN SURVEY



7. The Survey Import Complete is done. Click **OK**.



8. The survey has been imported and will be listed on the Survey page. If the survey needs to be edited, hover to the name of the survey and from the **down arrow** that appears, select **Edit**.



9. To deploy the survey to students, [view this user guide](#).