IMPORT A ULEARN SURVEY
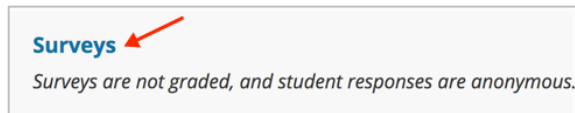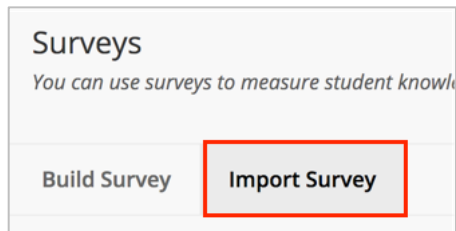
Once you have exported a survey from one course, you can import it into another.
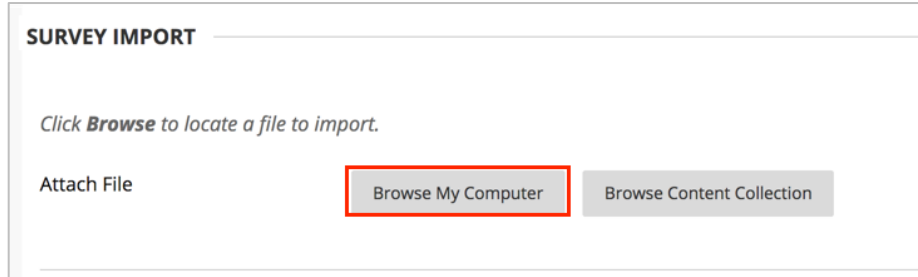
Instructions

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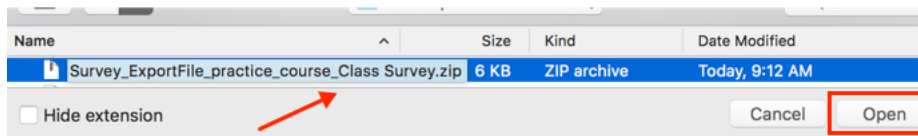
2. Click on **Surveys**

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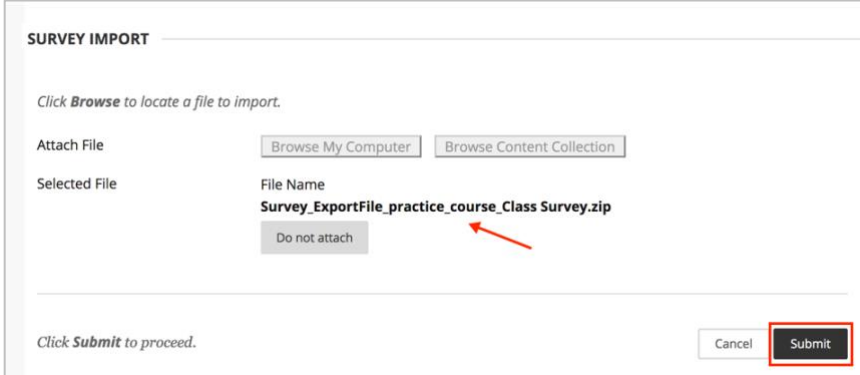

4. Click **Browse My Computer**.

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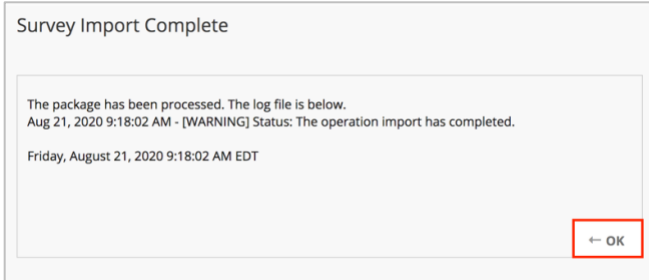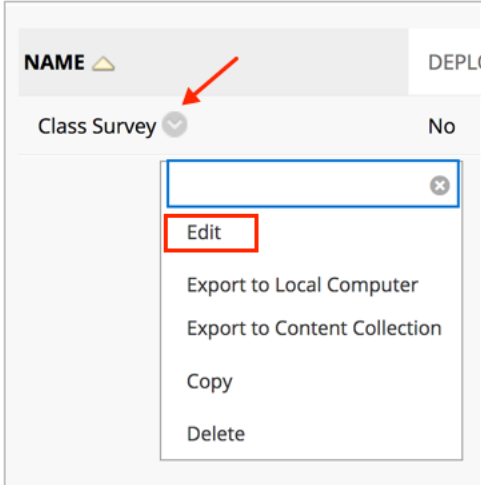
7. The Survey Import Complete is done. Click **OK**.

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.