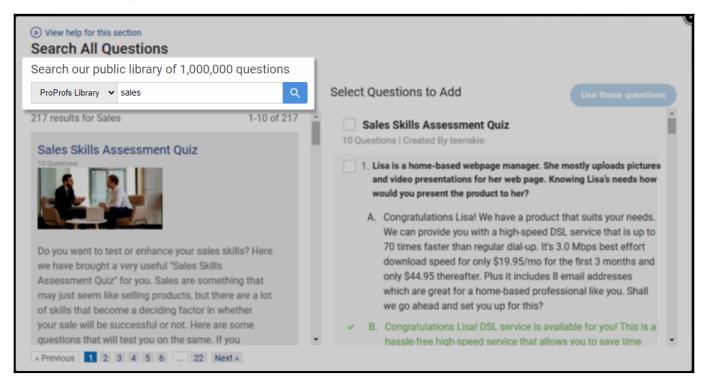
How to Find & Use Ready-Made Questions

Writing quiz questions can be time-consuming and complex, even for experienced writers. ProProfs's "**Suggest Me Questions**" feature gives you instant access to millions of public questions from our question bank. Plus, with 100,000+ existing templates in our Quiz Library, creating quizzes on the fly is easy.

Before we get started, here's a video overview for creating quizzes using question banks. *Skipped the video? No problem, learn it step-by-step.*

For example, if you're creating a quiz on sales, you can get results by searching for keywords in the "**Add Question**" panel.



Using ready-to-use yet customizable questions becomes helpful:

- When you're creating your first quiz
- When you're running short on time, or
- When you're looking for ideas for your quiz

There are two ways in which you can find ready-to-use questions:

- 1. Search for questions using the "Suggest Me" function
- 2. Use an existing quiz template

Step 1: Navigate to Add Question in the editor.

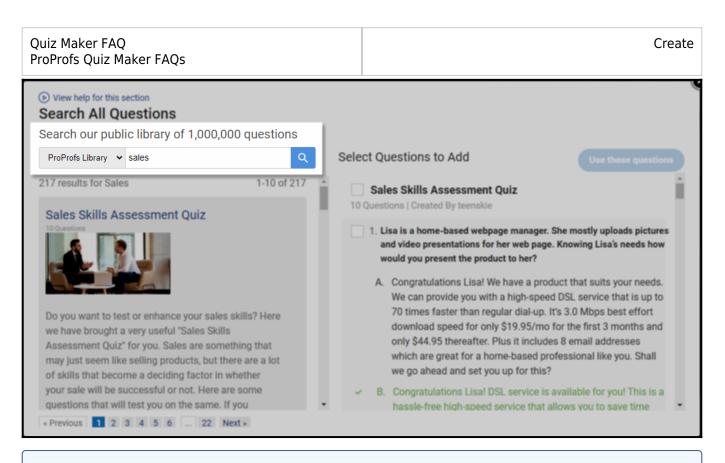
Training Survey		(€) (855) 776-7763 (?) Help
ProProfs Quiz Maker		Create > Settings > Settings > Settings > Settings > Settings > Create > Settings
Sales Quiz 🖌 Edit Cover	×	
Questions	~	• • • •
+ Add Question		Leedback
Results	~	o V V
Popular Settings	~	The question you add will show up here. Let's add your first question.
Popular Themes	~	+ New Question

Step 2: Search the keyword to find questions about your quiz topic.

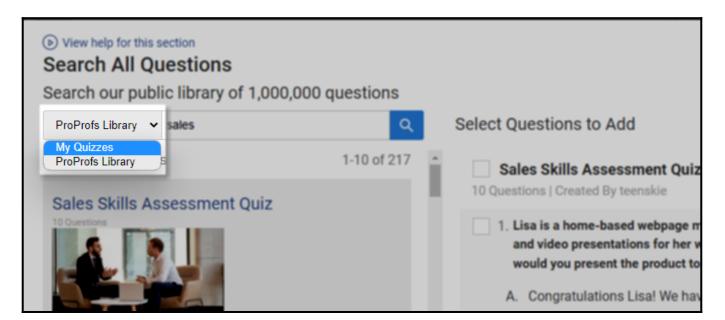
Select a Question Type	×
Search 100000+ questions Q	Multiple Choice Add Question
Multiple Choice	Reuters is the News Agency of which country?
Checkbox	O United Kingdom
✓ True False	O France
— Fill in the Blanks	 Germany
Essay	 Italy
X Matching	
卷 Hotspot	Allows you to provide multiple possible answers in which only one
 Dropdown 	is correct.
📫 Type in	

The following screenshot shows results for the keyword "sales."

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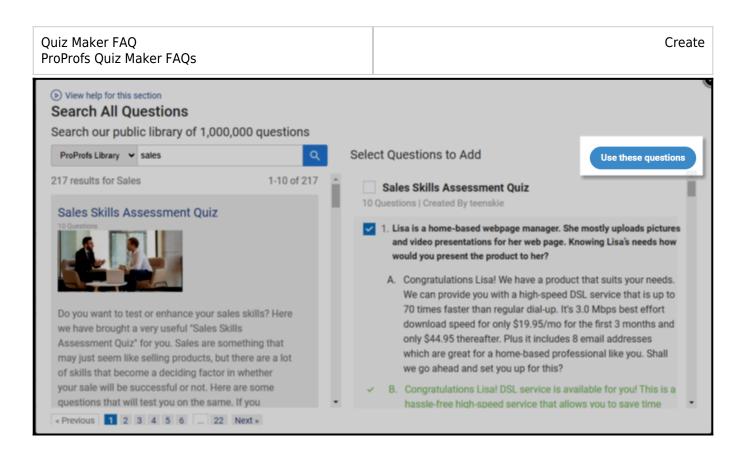


Note: You can switch between "ProProfs Library" and "My Quizzes" when searching for readymade questions. The My Quizzes folder carries all the quizzes you've previously made using ProProfs.



Step 3: Check the **questions** you want to include in your quiz and click "**Use These Questions**" to finish adding.

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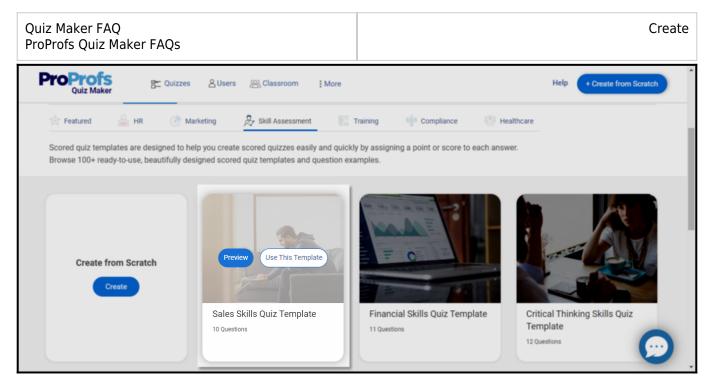
Using a Quiz Template

Step 1: Click the dropdown arrow next to the "**Create a Quiz**" button and select "**Create Using Templates.**"

Training	g Survey	(€) (855) 776-	7763 (?) Help	ŕ
Pro	Quiz Maker	S Classroom I More	29 of 100 Users ⑦ Upgrade	
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Search		88	+ Create a Quiz	
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5	A Retail/in-Store Sales Skills Assessme	t Create Using Templates Start with well designed templates having placeho	Ider content	Fee
1.5	R.	Ready to Use Quizzes Ready to use quizzes that you can customize with	your own content or use as is	
	Retail/in-Store Sales Skills Assessmen	t 💿 🕫 3	Jan 19	
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Step 2: Choose a quiz template from our library. Hover the cursor and click Use This Template.

Bonus Tip: Feel free to preview a template to scan for questions and the look and feel.



The quiz template opens in editing mode on your dashboard. Customize as you like and share with quiz takers.

