ClassMarker ☑

Import Grammar Questions with CSV

User Guide

This guide will take you through the correct format to use for importing grammar questions on ClassMarker.com

Import grammar questions with CSV - Key considerations

- Maximum 50 Questions per import file.

- When uploading your import file, questions are displayed for accuracy checking before saving to your account.

- Import files must be saved as .**CVS** comma separate format, with **UTF-8** character encoding (See below).

Let's get started

1. Download a sample CSV file from:
   https://www.classmarker.com/docs/importquestions/classmarker-grammar-question-type-template.csv

2. Fill in your **Questions** and **Settings** into the correct columns using the below format.

   TIP: *If you have Questions and Answers in a separate excel file, you can copy columns of Questions and Answers directly into your ClassMarker Import file.*

Sample question

Correct the sentence:

Thats great Did you see them!

That's great! Did you see them?

Columns titles and row values

The first **row** in your CSV file will always indicate the **type of question** you are importing, followed by **column titles**. To allow ClassMarker to understand which q**uestion type** is being uploaded:-

Cell A1 always indicates the question type.	Question type: grammar
Column A will then repeat the question type for each Question row	grammar

Key: **Required Columns**, **Optional Columns**

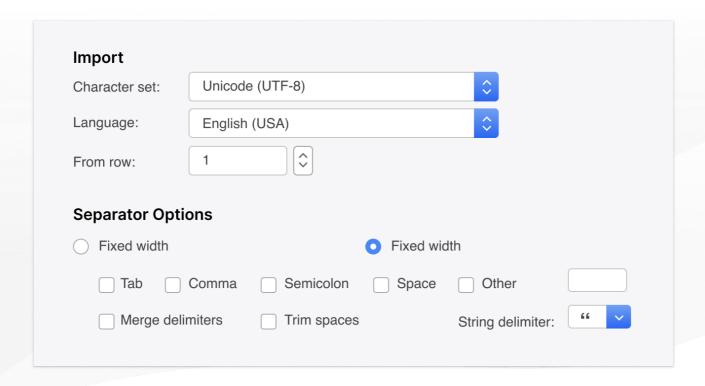|	A	B	C	D	E
1	Question type: grammar	Parent category	Category	Correct feedback	Incorrect feedback
2	grammar	English	Punctuation	Well done	That was incorrect, plea

Column	Column title	Question rows values	Description
A	Question Type: grammar	grammar	Always indicates the question type.
B	Parent category	Name of your parent category	Create these in ClassMarker before uploading.
C	Category	Name of your category	Create these in ClassMarker before uploading.
D	Correct feedback	Question feedback text	Shown when answered correctly.
E	Incorrect feedback	Question feedback text	Shown when answered incorrectly.

	F	G	H
1	Points	Question	Answer A
2	1	Thats great Did you see them!	That's great! Did you see them?

Column	Column title	Question rows values	Description
F	Points	1	Numeric point value. Can be to 1 decimal place.
G	Question	Thats great Did you see them!	Your question text
H	Answer A	That's great! Did you see them?	Accepted answer text

NB: Leave All Column titles in place.

Saving import files as CSV / UFT-8 format

1. Save your file as a .csv file

   a. **IMPORTANT: You must insure the Character set encoding is UTF-8** (See image above)

   b. Otherwise, single quotes, double quotes, dashes and other characters that are created in Microsoft documents may not display correctly due to incorrect character set encoding. For example you may see:

      • Iõm, Instead of I'm OR

      • I◆m, Instead of I'm

   c. If you see these invalid characters in your CSV file re save your files in UFT-8 Format, or upload your question and edit questions in ClassMarker to replace the correct characters.

2. Save with **comma separated** format

3. Save with **double quote** string delimiters

Import your CVS file to ClassMarker.com

See instructions on how to upload your CSV question import files here:
https://www.classmarker.com/online-testing/manual/#importquestions