Import Quizzes to Multiple Live Rooms

Content updated: 08/25/2025

> **Legacy notice**
> This article documents the **legacy KME room**. For our next-generation virtual classroom and collaborative meeting solution, please visit the **Kaltura Room documentation**.

Companies that create and reuse quizzes may want to import quizzes and share them across the company.

How to Import Quizzes?

To import quizzes, contact your Kaltura representative to enable the Quiz module and provide advanced instructions. After the Quiz module is enabled, if your role is enabled to create quizzes, you may create a quizzed as follows:

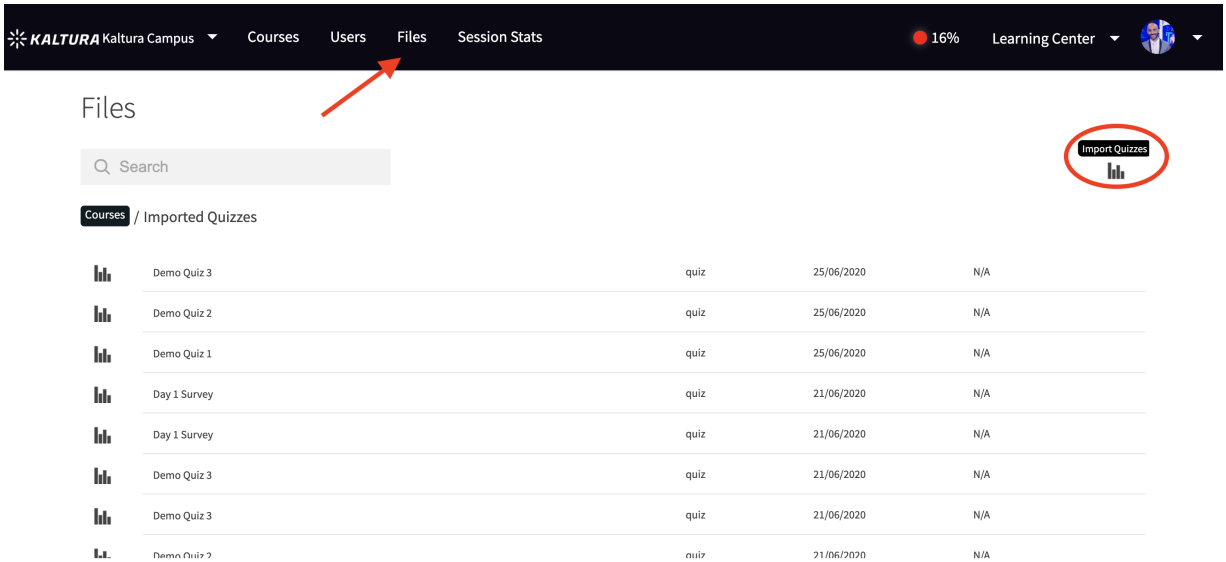
1. Build your quizzes in advance in a CSV file based on the following format:
   You must add the words **Not a quiz** to the last line. The first row, Row 1, should include the headers for the file's columns:
   - Quiz Name - This is the name of the quiz that displays like the file name.
   - Question Type (Multiple Choice, Multiple Answers, Open Answer) - The Question Type column shows the only options that can be used as values in the cells. Any departure from those exact values will return an error.
   - Questions - This is the question for the quiz.
   - Answers - These are the answer values.
     - The order of the values is maintained in the quiz import. Be certain that the order of the quiz values is set here.
     - Multiple Choice and Multiple Answers question types can have up to 6 answer options. Answer options may not be blank or spaces.
     - Only questions that are Open Answer do not include a value.
   - Correct Answer
     - Correct and incorrect answer values must be added for all answer options related to the Multiple Choice and Multiple Answers.
     - The possible values are either Y for the correct answer or N for the incorrect answer.

Copyright © 2025 Kaltura Inc. All Rights Reserved. Designated trademarks and brands are the property of their respective owners. Use of this document constitutes acceptance of the Kaltura Terms of Use and Privacy Policy.

- Multiple Choice questions must only have one Y while Multiple Answers may have multiple Y answer values.
- Open Answer questions do not have an answer value.

Quiz Name	Question Type (Multiple Choice, Multiple Answers, Open Answer)	Questions	Answers	Correct Answer	Playlist IDs
DS Quiz 1	Multiple Choice	Where is the Golden Gate Bridge located?	Los Angeles	N	
			San Francisco	Y	
			New York City	N	
			Miami	N	
	Multiple Answers	The Empire State building is located where:	Manhattan	Y	
			New York City	Y	
			Brooklyn	N	
			Queens	N	
	Open Answer	Please enter a short response on...			
DS Quiz 2	Multiple Choice	Where is the Sears Tower located?	Los Angeles	N	
			San Francisco	N	
			New York City	N	
			Chicago	Y	
	Multiple Answers	The Empire State building is located where:	Manhattan	Y	
			New York City	Y	
			Brooklyn	N	
			Queens	N	
	Open Answer	Please enter a short response on...			
DS Quiz 3	Multiple Choice	Where is the Golden Gate Bridge located?	Los Angeles	N	
			San Francisco	Y	
			New York City	N	
			Miami	N	
	Multiple Answers	The Empire State building is located where:	Manhattan	Y	
			New York City	Y	
			Brooklyn	N	
			Queens	N	
	Open Answer	Please enter a short response on...			
Not a quiz					

2. Log in the Kaltura Meetings backend at smart.newrow.com.
3. Click **Files.**
4. Click **Import Quizzes** and then click the **Import Quizzes** button.

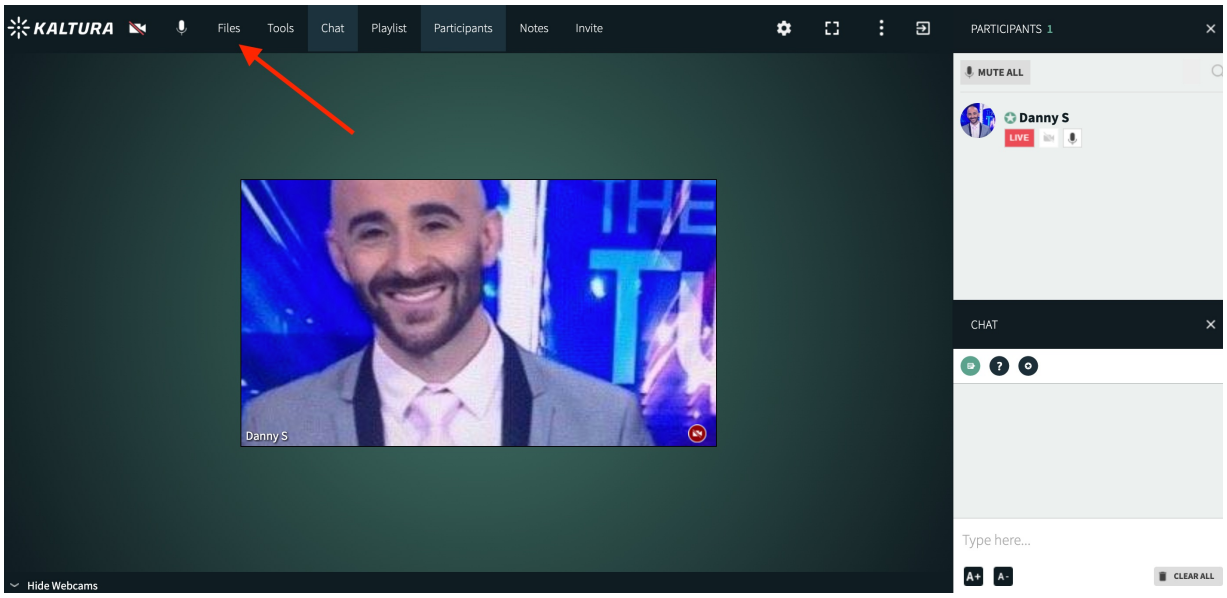


The formatting of the questions must be exact and the file must be saved as a CSV or the import will not be successful. Do not import more than 20 quizzes at a time!

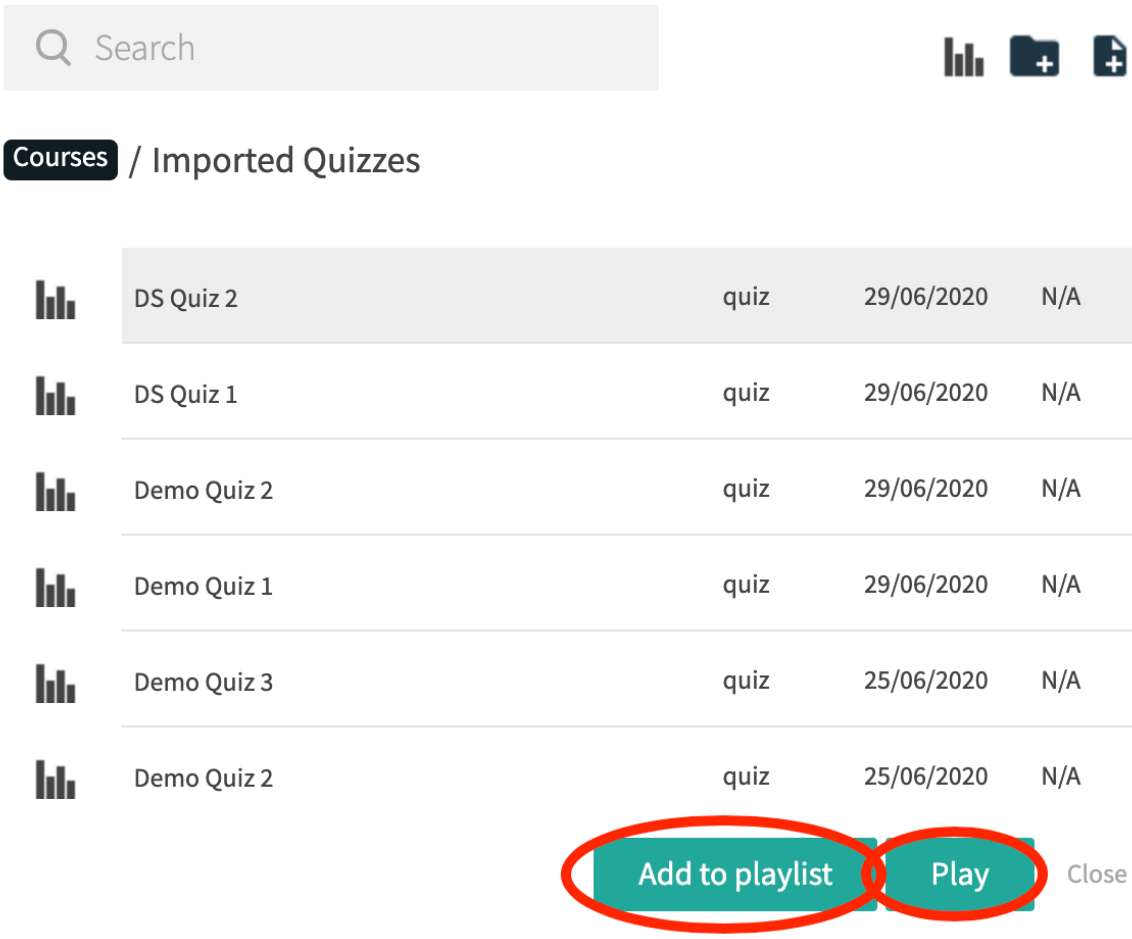
How to Select Imported Quizzes in a Live Room?

Copyright © 2025 Kaltura Inc. All Rights Reserved. Designated trademarks and brands are the property of their respective owners. Use of this document constitutes acceptance of the Kaltura Terms of Use and Privacy Policy.

1. Enter your Live Room.
2. Go to **Files.**



3. Click the **Imported Quizzes** folder.



4. Select a quiz to play/add to playlist.

Copyright © 2025 Kaltura Inc. All Rights Reserved. Designated trademarks and brands are the property of their respective owners. Use of this document constitutes acceptance of the Kaltura Terms of Use and Privacy Policy.

Copyright © 2025 Kaltura Inc. All Rights Reserved. Designated trademarks and brands are the property of their respective owners. Use of this document constitutes acceptance of the Kaltura Terms of Use and Privacy Policy.