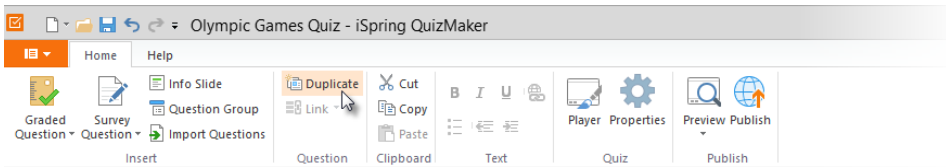


# Duplicating Questions

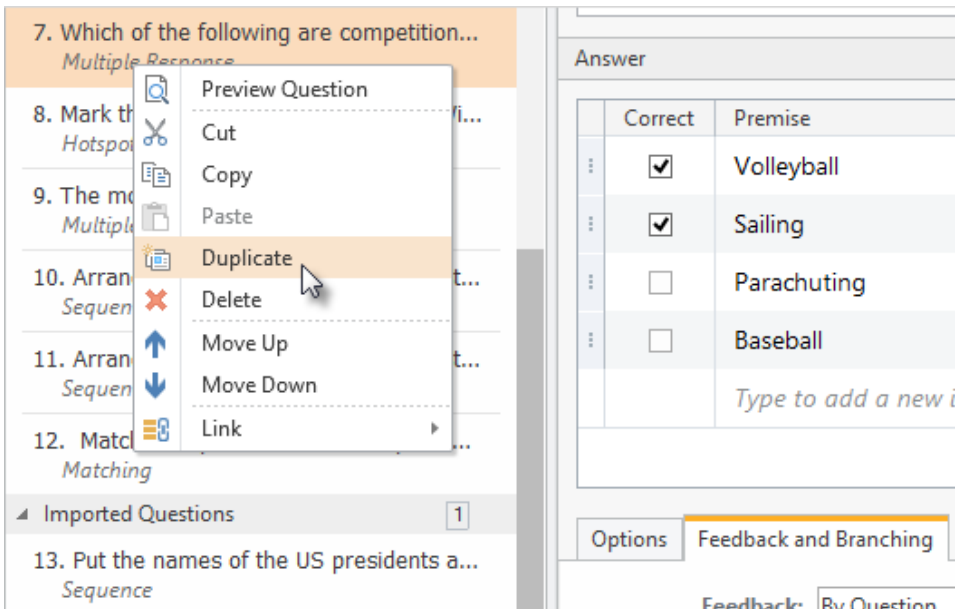
To create a copy of a given question:

1. Select a question that you want to duplicate in the **Questions** pane.
2. Click the **Duplicate** button on the ribbon.



or

Right-click a question in the list and choose **Duplicate** from the drop-down menu.



A copy of the selected question will appear right below the original question.

**Note:** It's also possible to create duplicates of several questions. Just select them in the list using the **Shift** or **Ctrl** buttons and then duplicate them as described above.