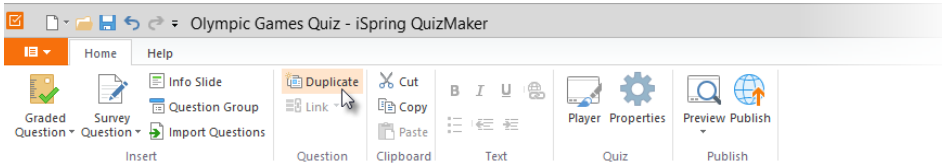


Duplicating Questions

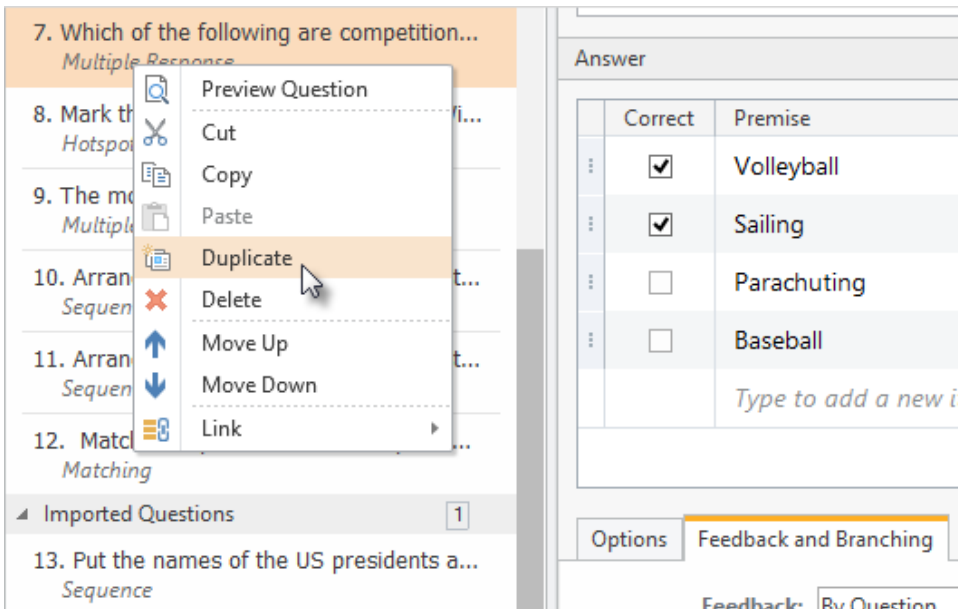
To create a copy of a given question:

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.

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