



How To Copy Variables Between Projects

Problem

Two people have done their work in separate Q project files and you wish to combine the work from the two different projects into one. The projects contain the same unique IDs.

Steps to solve

1. In Q, open the Q project or data set that you wish to copy the questions from (Project A).
2. Open another instance of Q and open the Q project or data set that you wish to copy the questions to (Project B).
3. In Project A, click on the **Data** tab and select an ID variable that is common between Project A and Project B from the Case IDs drop down.
4. Go to the **Variables and Questions** tab.
5. In Project B, click on the **Data** tab and select the same ID variable as you did in Step 3 from the Case IDs drop down.
6. Go to the **Variables and Questions** tab.
7. In Project A, select the variables that you want to copy across to Project B.
8. Drag those variables from Project A to Project B, release the mouse when you think the place is appropriate and you can see a blue line.

Additional reading

Terms shown in italics and bold can be found in the index of the *Q Reference Manual*, the *Q Quick Start Manual* and via the **Help** menu within Q.

What to do if the problem is not solved

If these instructions are insufficient, please email us (**Help | Email Support...**) with a detailed description of what in the instructions is not working for you and we will either provide you with more comprehensive instructions, or, upon your request, we can do the analysis for you in your file (fees apply).