Importing Couse Content from One Course to Another

To import content from one course to another follow these steps;

1. Go to the empty course shell.

2. Click the Gear icon ⚙ on the right hand corner.

3. Select the radio button for course that is holding the content. If it is not in the list, enter the course name in the search box then click continue.

4. At the Initial settings page, ensure all items are selected excepting the PLD log data then click **Next**.

5. On the schema settings page ensure the items you want imported into the new course is selected then click **Next**.

6. On the Confirmation and Review page click **Perform Import**.

7. On the Import complete notification page, click **Continue**.