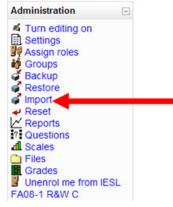


How to import contents from an old Moodle course

- 1. Open your new Moodle course.
- 2. Go to the Administration panel on the left-hand side.
- 3. Choose Import.
- 4. In the box **Courses I have taught,** choose the course that you want to use for your new Moodle course.
- 5. A new window will open. By default, all resources are checked. You can either uncheck the resources you don't want to import OR click **None** to uncheck all and then individually check those that you wish to import. Click on **Continue**.
- 6. A new window opens that shows the selected files. Click on Continue.
- 7. A new window confirms the successful export. Click on **Continue**. Now it may take a little while for the data to be imported, depending on the number and size of files you selected for import.
- 8. A new window confirms the successful import. Click on Continue to complete the process.

Step-by-Step:

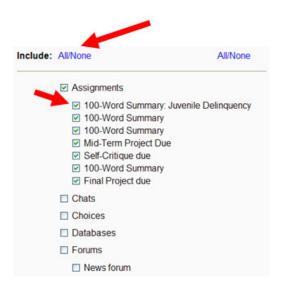
Go to the Administration panel on the left-hand side and click on Import.



In the box **Courses I have taught,** choose the course that you want to use for your new Moodle course by clicking on the drop-down menu.

Import activities from another course		
Courses I have taught CALL 597 SP08 Teaching with Moodle	Y	
Use this course		

A new window will open. By default, all resources are checked. You can either uncheck the resources you don't want to import OR click **None** to uncheck all and then individually check those that you wish to import.



Click on **Continue.**

	Course files:	Yes 🗸
Continue	Cancel	

A new window opens that shows the selected files. Click on Continue.

House Committee on Foreign Affairs		
The White House		
NATO		
National Geographic		
Include Course Files		
Files	13	
Continue Cancel		

A new window confirms the successful export. Click on **Continue** once again. Now it may take a little while for the data to be imported, depending on the number and size of files you selected for import.

Exported data from 'from' course successfully. Continue to import into your 'to' course.



A new window confirms the successful import. Click on **Continue** to complete the process.

Import complete! Continue to your course

Continue