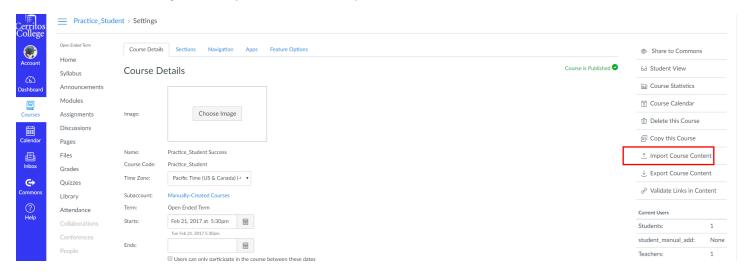
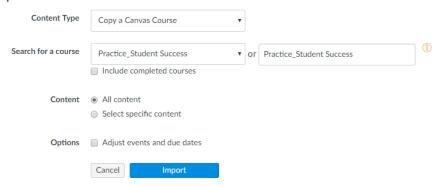
## How to Import your Course Materials from One Course to Another

- 1. Select the new course you would like to import course materials.
- 2. In the course navigation, click Settings.
- 3. On the right side of your screen, click Import Course Content.



- 4. Under Import Content, select the drop down menu for Content Type and click *Copy a Canvas Course*.
- 5. Select the *Search for a Course* drop down menu. Click on the desire course you wish to copy. Please note that courses are organized by semester and year.
- 6. You can select either *All Content* or *Select Specific Content*. Please note that the *Select Specific Content* will give you the option to select specific content you want to import.
- 7. Then, select Import.

## Import Content



**Note:** Once your job has been successfully imported, you will see a "completed" sign in green at the bottom of the screen.

## **Current Jobs**

