Armstrong eClassroom: Copying content

Begin with opening the new course.

Now use the cog wheels next to your name and select the Import/Export/Copy link.

Click on the Search for offering button in the middle of the page.
Now a pop-up window will open and you will need to put in the name of the course that you wish to copy the content and files from (HIST1100 Spring 2015).

Once you find the course, click the Add Selected button at the bottom.

**Notice the way that each course is written. If you are copying from a course from before the Fall semester the letters and numbers are all run together. The Fall courses have dashes between the letters and numbers.**
When the courses appear, place a mark in the radio button to the left of that course’s name.

Then click on the Add Selected button at the bottom.

Select Copy All Components to copy the whole course.

This will bring over all of the content from that course and you can make your changes.