Importing Course 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. Expand the Course administration option from the Settings block.
3. Click Import.
4. Select the radio button next to the course with the content to bring to the empty course. *If the course is not listed enter the course name in the search box then click continue.*
5. At the Initial settings page, ensure all items are selected except the PLD log data and click **Next**.

6. On the Schema settings page ensure the items you want imported into the new course are selected then click **Next**.

7. On the Confirmation and Review page, click **Perform Import**.

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