

How to copy the content from a previous semester to a new course

665 Glenn Williams May 14, 2018 [Content](#)

Copy Canvas Course

1. Log in to Canvas and navigate to the new course.
2. Click on Settings in the course menu.
3. Click on Import Course Content.
4. For Content Type select Copy a Canvas Course.
5. For Search for a course enter the first parts of the course ID, ex. S1705-WFB (this ensures that Canvas narrows down the search until you see your courses) then select the course which you are copying from.
6. Select either All Content to import all content or Select specific content to specify content items to import.
7. If desired, select Adjust events and due dates.
8. Click on the Import button.

If you have chosen Select specific content:

9. Click on Select Content button to specify specific items to be imported.
10. Select the item(s) to be imported.
11. Click on the Select Content button.

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