
[All Faculty/Staff] Moving Moodle Courses

1 message

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Moving Moodle Courses

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The Moodle Support Team will be moving all Winter, Spring, and Summer 2014 courses over to the new Moodle site in phases over the coming weeks. Courses from Fall 2013 and earlier will then be moved over by request.

If you need content from a prior course sooner than this in order to prepare for fall term, here's what to do:

Option 1 – Send us an email! Let us know which old course you need content from and which fall term course you would like us to copy the content into. We're more than happy to get you set up!

Option 2 -You can also backup and restore content from your past courses yourself. Here's how:

Create a backup file from your old course:

- Open your old course on online2 or online3.
- Click "Backup" in the Administration block
- Uncheck "include user information" if you do not want to include old student data. (Leave the defaults if you want a complete copy of your old course.)
- Follow the onscreen prompts to select the materials you want to include in the backup. By default, Moodle will make a complete copy of your course. Scroll down on each page to review your choices and click the blue "Next" and "Perform backup" buttons to continue.
- Once your backup is complete (it may take a few minutes), click "Continue".
- On the final page, you will see the backup file you just made in a list. Click "download" next to that file and save it somewhere easy to find on your computer (i.e. your desktop)

Then, restore the content into your Fall 2014 course shell from the backup file:

- Open your new course page on moodle.wou.edu (don't have one? that's okay! open any course to get started)
- Click "Restore" in the Administration block in the course sidebar
- Upload your backup file by dragging it from your desktop into the box provided (you can also click "choose a file" to browse for your file)
- Click the "Restore" button when you're done
- Choose a restore destination (i.e. "merge into this course" if you are already in the destination course or "restore as a new