

## [Faculty Only] 3 Easy Ways to Share and Reuse Course Content

1 message

Elayne Kuletz <kuletze@mail.wou.edu>

Mon, Sep 23, 2013 at 9:34 AM

To: faculty@mail.wou.edu

Hi everyone,

As we've been gearing up for fall term, the Moodle Support Team has received several questions about reusing content from past courses or sharing content with your colleagues. Did you know that there are *three* different ways to use content from past courses to teach a new class?

Here they are:

### 1. Import

The fastest way to move content from a previous course (or from a colleague's course) into a new one is to use the **Import** link in your Settings block. This preserves the original course, only takes a few clicks, and never includes student data. Step-by-step instructions can be found here: <http://online.wou.edu/mod/page/view.php?id=48628>

### 2. Backup/Restore

This process takes a little longer because it provides a downloadable, complete copy of any course. If you are moving old content from our previous Moodle site (archived at <http://oldmoodle.wou.edu>), this is the process you will need to use. Instructions for the **Backup/Restore process** can be found here: <http://online.wou.edu/mod/page/view.php?id=20725>

### 3. Reset

If you want to reuse an existing course shell instead of creating a new one, you can delete all old student data in your course and start afresh by using the **Reset** link on the course homepage. This option is available at the bottom of the Settings block in every course.

### NEW! Moodle Support Team

As Moodle's popularity has grown, so has the need for additional support. Students, staff, and faculty can now contact the Moodle Support Team via email at [moodle@mail.wou.edu](mailto:moodle@mail.wou.edu) or by calling us on our new dedicated help line (503-838-9300). The appropriate person will be happy to assist you with your questions, problems, or training requests.

---

Faculty mailing list

[Faculty@kraven.wou.edu](mailto:Faculty@kraven.wou.edu)

<http://kraven.wou.edu/mailman/listinfo/faculty>