You can copy specific course components (like a quiz or an assignment) into another course shell to assist in easy course creation.

Enter the course in which the material will be copied into.

Select the gear next to your name in the upper right corner of your screen.

Choose “Import/Export/Copy Components.”

Choose “Copy Components from another Org Unit.”
Select “Search for offering” and type or copy and paste the name of the course you want to copy from. Once you have selected the course, choose “Add Selected.”

Next, choose “Copy select components” to copy the original course into your new course.
Next, select the specific components you wish to copy and choose “continue.”
Finally, decide if you want BlazeVIEW to automatically push the start, end, and due dates on your course components or if you will manually adjust them yourselves. When you have decided, select “Finish.”
CAN I COPY SPECIFIC COMPONENTS FROM OTHER COURSE OFFERINGS?

Confirm Components to Copy

Calendar Events
Copy all items. Modify

Offset Dates

- Offset all dates of copied components
- Offset by direction and range
  - Days
    - Direction: Forward
    - Range
  - Hours
    - Direction: Forward
    - Range
- Calculate range between two dates

Finish  Go Back  Cancel