How Do I Copy Content Between Courses?

There are two different methods of copying content between courses in Moodle:
Copying Files with Course Content Pages, or Copying Only Course Files.

However, before doing either, there are two very important things to consider:
1. If a document, such as a course syllabus, is being copied, it cannot be updated or edited in Moodle. If an exact, unchanged copy is what you want, then the following procedures apply. If you need to modify a document in any way, such as changing dates or names, you must make those changes on a copy of the document on your computer and upload the new version of the document into the new course. (see FAQ 8 above)
2. All course shells start with ten (10) empty topic sections. If the original course has more than ten you must go into the course settings of the new course and change the number of topic sections to match the number of topic sections that you will be importing from the original course.

A. Using the Import feature to copy course files (resources) and content to another course:

1. Administration Block-Import
2. Courses I have taught (select one)
3. Use this course
4. Import course data (select only those items that you wish to import) -Continue
5. Review selections - Continue
6. Exported Data successfully - Continue
7. Import Course Data - Continue
8. Import Complete! Continue to your course - Continue

B. Using a Zip File to copy just the files (resources) without the course content (activities):

1. Administration Block - Files
2. Select the documents you wish to copy to another course (check the boxes)
3. Change "With chosen files... to "create zip archive"
4. On the next screen give the zip file a name
5. Click Create zip archive
6. Back in the Files, click on the name of the new zip file, download and save it
7. Now open the destination course
8. Administration Block - Files
9. Upload a File
10. Browse and Upload
11. Back in the Files, click Unzip in the Action column next to the new zip file

The documents now are in both courses.
You can now use them when creating your course content pages