

Copy course settings to other course(s)

- 1) In source course's course main page, press  **[Actions menu]** at top right corner, then press [ **More...**]
- 2) In **“Course Tools”** category at the bottom, press **[Copy Settings]**
- 3) Select the source course from **“Course enrolled”** list, then press **[Choose course]**
- 4) In **“Course settings”** category, check the checkbox(es) of course setting(s) of the source course that you want to copy to the target course(s)
- 5) In **“Target courses”** list, select the target course(s) to which the source course's specified settings will be copied, then press **[Copy]**
- 6) In the confirmation page, press **[Proceed]**

Note:

- 1) Source course settings that can be copied to the target course(s) via this function mainly include format, theme, interface language and maximum upload size of the course.
- 2) In **“Target courses”** list (in step 5), you can select more than 1 target courses by clicking on the courses' names and pressing [Ctrl] key on keyboard at the same time.