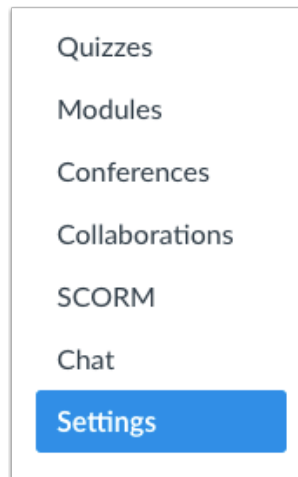




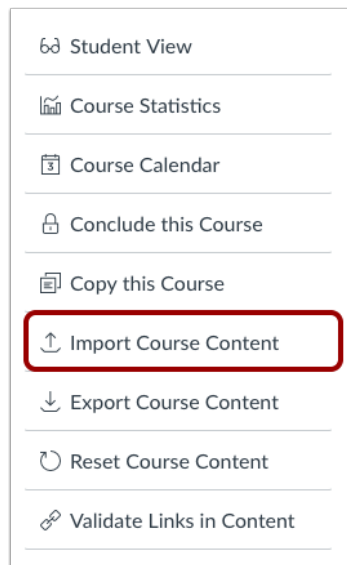
Quick Start: Moving Canvas Sandbox to Official Canvas Course

If you had developed your course in a Canvas sandbox, you will need to copy it in to your official course site in order for students to access your course.

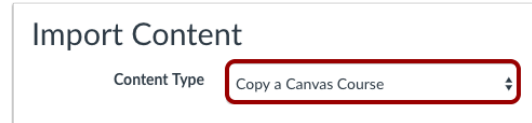
In Course Navigation, click **Settings**.



Click the **Import Course Content** link. (Far right)



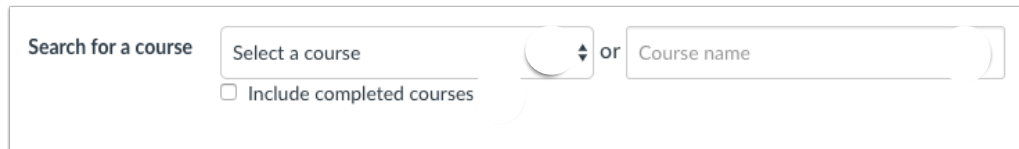
In the Content Type drop-down menu, select the **Copy a Canvas Course** option.



Import Content

Content Type Copy a Canvas Course

In the **Search for a course** drop-down menu, select the course you would like to access. Courses are ordered alphabetically by most recent term. (You can also choose to include completed courses by selecting the completed courses checkbox).



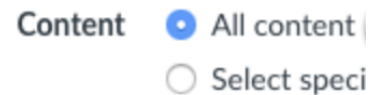
Search for a course

Select a course or Course name

Include completed courses

To search for a course by name, enter the name in the **Course Name** field . Click the name of the course when it appears.

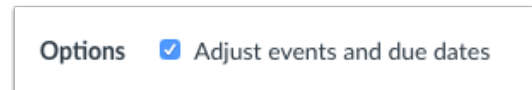
To import all content from the course, select the **All Content** radio button



Content All content

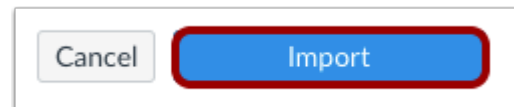
Select speci

Click the **Adjust events and due dates** checkbox. Click **Remove dates**.



Options Adjust events and due dates

Click the **Import** button.



Cancel Import

The **Current Jobs** section displays the status of your import. Running reports display a menu bar with the time remaining to complete the import. The import will also display other status indicators as part of the import process. View the content by clicking **Modules** in Course Navigation.