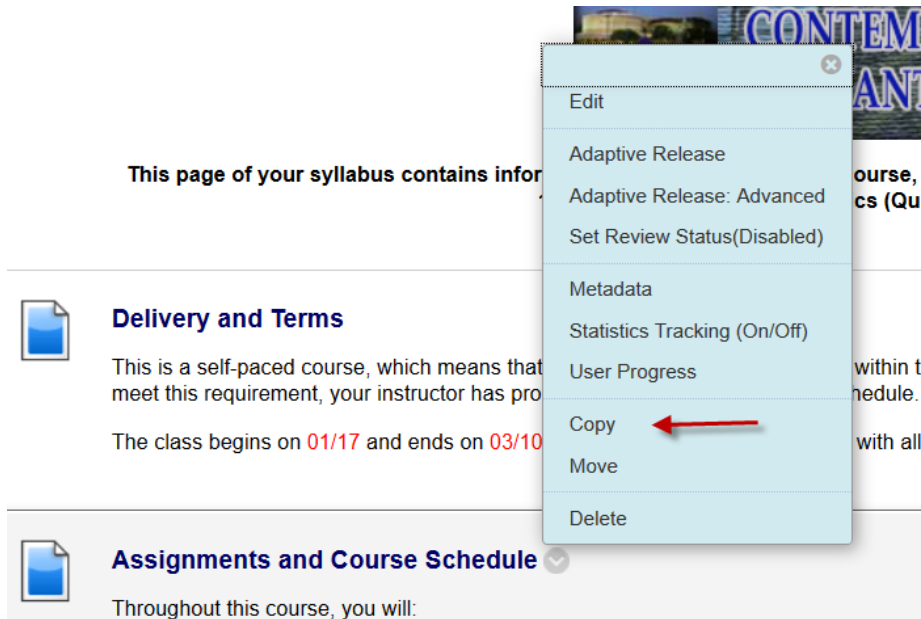


## Copy Limited Content from One Course to Another

Suppose you want to copy your updated Assignments and Course Schedule from one of your courses to another. It's easy. Just follow these steps.

In the "source" course, locate the item you want to copy. Use the down arrow to select "Copy" from the dropdown menu:




At the next screen, select the destination course and the destination folder. You will usually keep the second "file links" option as marked. Press the Submit button.


# Copy

## CONTENT INFORMATION

Name Assignments and Course Schedule

## DESTINATION

Destination Course Contemporary Mathematics I (MATH1332.20160119.460949) 

Destination Folder /Syllabus Page 2  

## ATTACHMENTS AND EMBEDDED LINKS

File Links

- Copy links to attached and embedded files  
 Include links and make copies of attached and embedded files

Access the course you copied the item into. Note that this process does not replace an item in the target course. Rather, it places the copied item at the bottom of the screen. Delete the item that is to be replaced and drag and drop the new (copied) item to the correct location on the screen.

You can use this process to copy lesson learning objectives or learning activities to another lesson in the course or to another course. This does not work with assignments that have been set up using the Blackboard assignments tool, but you can copy the text portion using “copy and paste” after setting up the assignment in the target course.