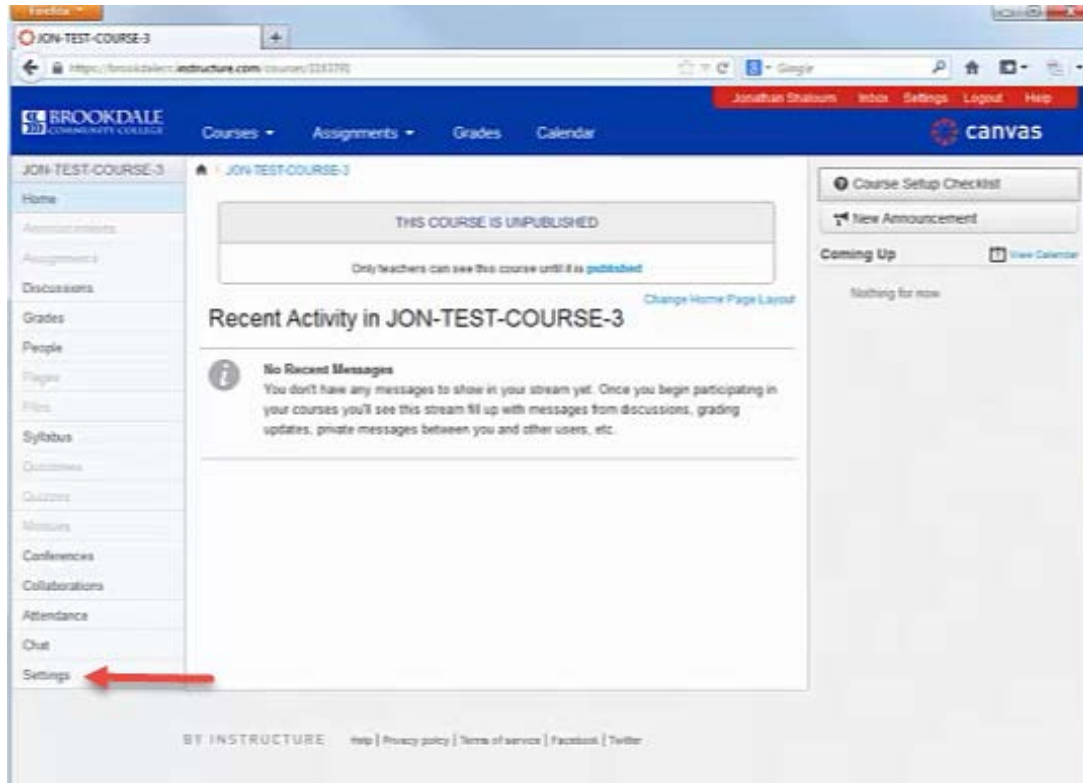




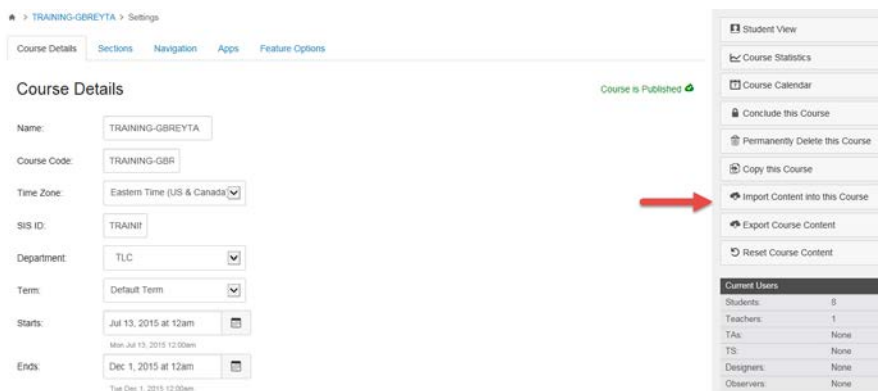
# Canvas Tips for Faculty

## Import Select Content

Canvas also allows you to import specific content files from another course.



### 1. Click **Settings**



### 2. Click **Import Content into This Course** on the right side and an import history will appear.

## Import Content

**Content Type**  ▼

## Current Jobs

Course Copy

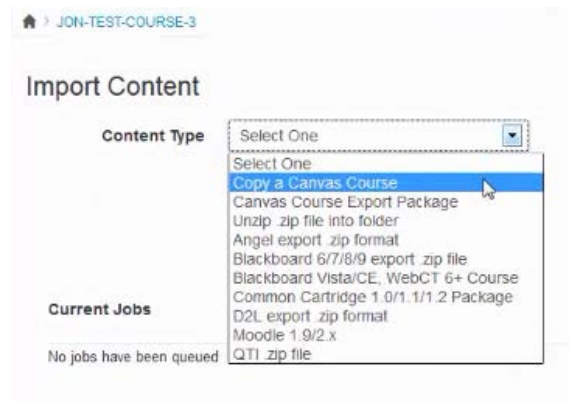
INTRO-TO-CANVAS

Jul 20 at 12:10pm

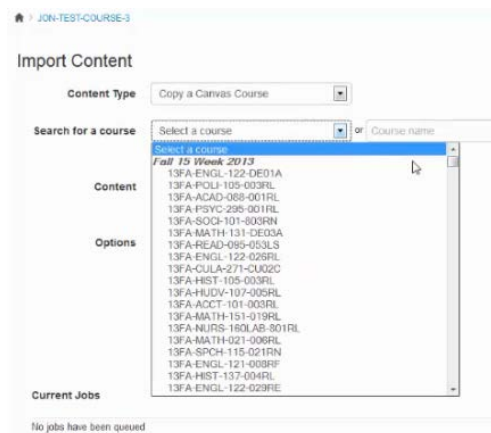
Completed

- Drop down the **Content Type** list.

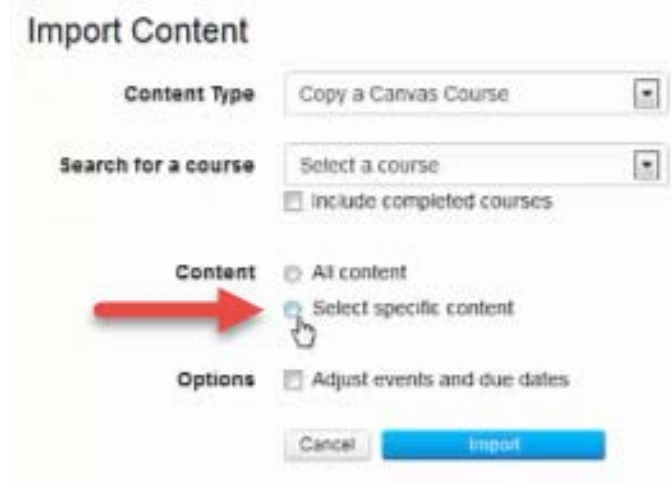
- Select **Copy a Canvas Course**



- Then drop down the **Select a Course** list or type in the course number.



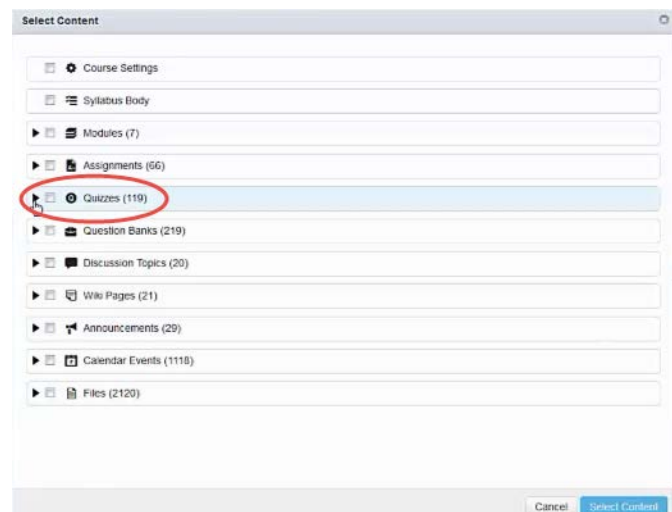
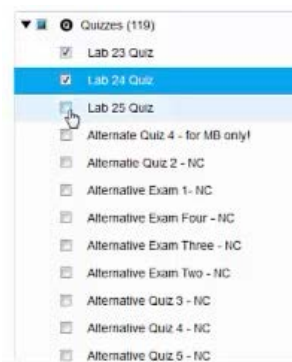
- Under **Content** click **Select Specific Content**.
- Then click the blue **Import** button.



- Then click **Select Content** on the right side of the course you wish to import.

14SP-CHEM-136-DE01D	May 22 at 12:02pm	Waiting for select	Select Content
14SP-SPCH-115-802R11	May 22 at 12:01pm	Completed	Select Content
14SP-ENVR-101LAB-001RL	May 22 at 11:59am	Completed	
14SP-SPCH-115-DE01D	May 22 at 11:36am	Completed	3 issues

- Select the items from the list by checking the box or clicking the triangle to open more detail.



- Click **Select Content** in the lower right hand corner.



14SP-SPCH-115-002RJI	May 22 at 12:01pm	Completed
14SP-ETNVR-101LAB-001RL	May 22 at 11:59am	Completed
14SP-SPCH-115-DE01D	May 22 at 11:30am	Completed <a href="#">3 issues</a>

11. A status bar appears indicating the progress of the import. Then a green completed button will indicate there are no issues with the content.
12. If there are issues with the content, click on the hyperlink to the right of the *orange Completed* indication to view the issues.