

Transfer of existing courses including their content

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Important information is marked in yellow.

Additional information is marked in blue.

General

Existing courses, including their content and page structure, can be transferred from an old course room to a new, empty one in two steps. First of all, the page design is taken over. The content and materials can then be integrated into these so that structure and content remain in place.

It is important, if a page design has taken place in the old course, that these is always adopted first and then the materials in the second step. If you have not created any page design elements, such as texts, graphics, column layouts, object blocks, etc., in your previous course, you can skip step 1.

User data of any kind will not be transmitted. This also applies to the contents of data collections and booking pools.

Step 1: Transfer of the page design and its elements

You first open the existing course room, e.g. that of the previous semester, and open the page design on the start page (content).

In the "Multiple Selection" mode, you first select all page design elements of the original course using the **"Select All"** option. The selected elements are indicated by the green border. The **"Copy"** option then takes them to the clipboard.

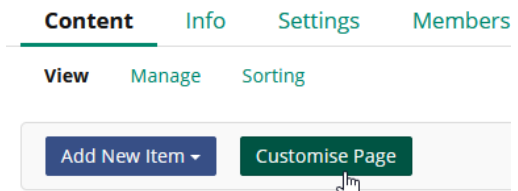


Figure 1 Option: Customize Ppage

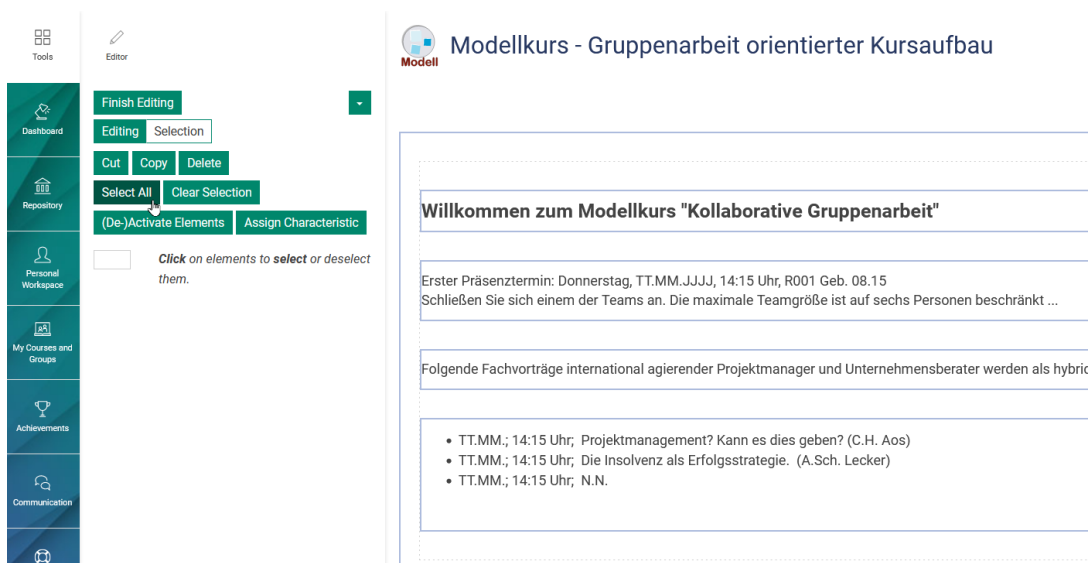


Figure 2 Selecting all content

Now you switch to the new, empty, course room, e.g. for the current semester.

Here you also open the page design area. Now left-click on the (only) plus sign and select the top option "Paste". Now the page design elements are taken from the clipboard.

⊕ Click here to add content.

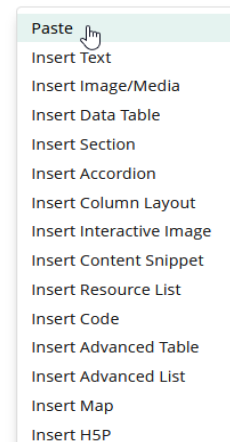


Figure 3 Option "Paste" in the page editor

After successful insertion, this step is finished.

Step 2: Transfer of materials and elements

To transfer the materials and elements of the previous course, select the option "Manage" and then "Apply content" in the open, new course.

This opens the magazine view, with all course rooms available on ILIAS. As a rule, the directory tree of the current course room is already expanded. In order to transfer the contents of another course room, select it in the magazine by unfolding the structure further (plus/minus) and activating the selection field (circle) on the corresponding course room.

The course rooms are generally sorted by faculties and there under the respective semester. For some faculties, there are other intermediate structures such as institutes (between faculty and semester) in the magazine. Then you will find the desired course room there.

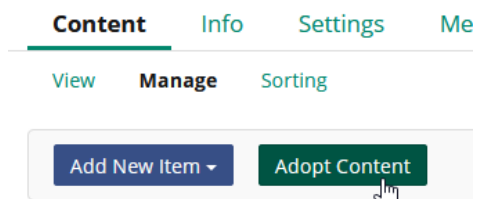


Figure 4 Management-option "Adopt content"

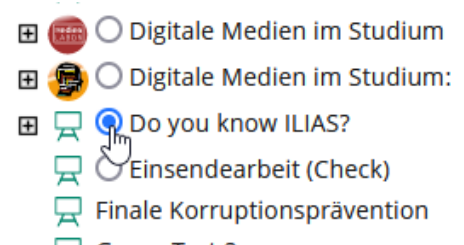


Figure 5 Selecting source course

At the end of the list, select the "Next" option.

A list of the elements contained in the selected course room will now open. Select the desired elements and materials in the "Copy" column and press the "Copy course" option.

(1 - 24 of 24)

Title	Copy	Link	Omit
Do you know ILIAS?			
Course outline.pdf	<input checked="" type="radio"/> Copy	<input type="radio"/> Link	<input type="radio"/> Omit
Literature list.pdf	<input checked="" type="radio"/> Copy	<input type="radio"/> Link	<input type="radio"/> Omit
Working material #1.pdf	<input checked="" type="radio"/> Copy	<input type="radio"/> Link	<input type="radio"/> Omit
Working material #2.pdf	<input checked="" type="radio"/> Copy	<input type="radio"/> Link	<input type="radio"/> Omit
Working material #3.pdf	<input checked="" type="radio"/> Copy	<input type="radio"/> Link	<input type="radio"/> Omit

Figure 6 Copy selected objects

Now the elements and materials are taken and inserted into the already existing page structure.

Opencast objects (including the videos they contain) cannot be copied, but only linked.

Info & Contact

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Licence note



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