1) Navigate to the destination course that you are copying content into
2) Click on Settings in the course navigation on the left

3) Click Import Content into this Course

4) Select Copy a Canvas Course for the Content Type
5) Start typing the name of the source course that has the content you wish to copy from in the **Search for a course** field. Click on the course from the drop down list.

6) In the **Content** field, select **All content** if you want to copy all of the content from the selected course. Click **Select specific content**, if you only want to copy specific content.

7) Click **Import**

If you chose **Select Specific Content:**

1) Click **Select Content**

   - To copy *all* content within a content group, click the checkbox next to the content name
• To copy only a few items from a content group, expand the content group by clicking on the drop-down arrow. Then select the specific items to be copied. Canvas will place a dash in the content group checkbox, indicating that only a few items are selected within the group.

2) Click **Select Content**

When the copy process is complete, you will see **Completed** next to the course copy command.