



Importing Sandbox Course Content to Live JCampus Courses

After creating content within your Sandbox, you will want to import that content into your live/published JCampus created course. The instructions below will guide you through importing content from your Sandbox to your JCampus course so that students can access the content.

1. Go to Canvas: <https://www.cpsb.org/canvas>.
2. Click on your live/published course where you want to import content.

3. From the Home tab, click **Import Existing Content**.

Course Status

Unpublished Publish

Coming Up

Nothing for the next week

4. Next to Content Type, click the drop-down menu and select **Copy a Canvas Course**.

Import Content

Content Type

- Select One
- Copy a Canvas Course**
- Canvas Course Export Package
- Unzip .zip file into folder
- Angel export .zip format
- Blackboard 6/7/8/9 export .zip file
- Blackboard Vista/CE, WebCT 6+ Course
- Common Cartridge 1.x Package
- D2L export .zip format
- Moodle 1.9/2.x
- QTI .zip file

Current Jobs

5. Next to Search for a course, click the drop-down menu and select the course you would like to copy content from.

Note: You are copying the content from your Sandbox course.

Search for a course or

Content

- Select a course
- Default Term
- Algebra I
- Anissa Fontenot-Math 1
- Anissa's Sample Course
- Canvas Course 1
- High School IMPACT - Social Studies (2021-2022)
- Introduction to Microsoft Forms
- Meredith's Sample Course
- Middle School IMPACT - Social Studies (2021-2022)
- Midnight Madness (2021)
- Passport to Canvas (Canvas Student Orientation)
- Sandbox - Anissa Fontenot**
- Sandbox - Anissa Fontenot
- Sandbox - Anissa Fontenot - June 16 PM Session
- Sandbox - Anissa Fontenot - June 14
- Sandbox - Erika Jagneaux
- Sandbox - Anissa Fontenot - June 23 AM
- Technology Department

6. Click **All Content** and then click **Import**.

Content All content
 Select specific content

Options Import assessment content as New Quizzes [?](#)
 Adjust events and due dates

7. Under Current Jobs, it will show that the import has been queued.

Current Jobs

Course Copy Sandbox - Anissa Fontenot Aug 17 at 12:27pm **Queued**

8. Once the Course Copy shows completed, review your course to make sure the content imported successfully.

Current Jobs

Course Copy Sandbox - Anissa Fontenot Aug 17 at 12:27pm **Completed**