

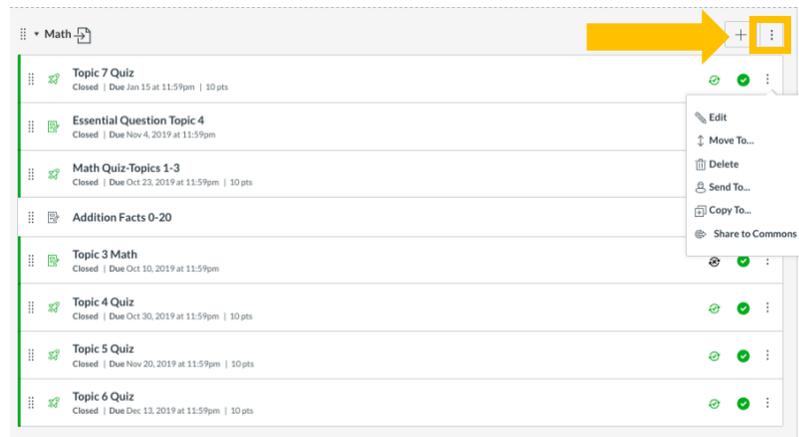
Direct Share within Canvas Copy To...

Direct Share allows Assignments, Discussions, Quizzes and Pages to be shared in a simpler and quicker process. The “Send To” and “Copy To” options are located in the settings menu of the content item needing to be shared.

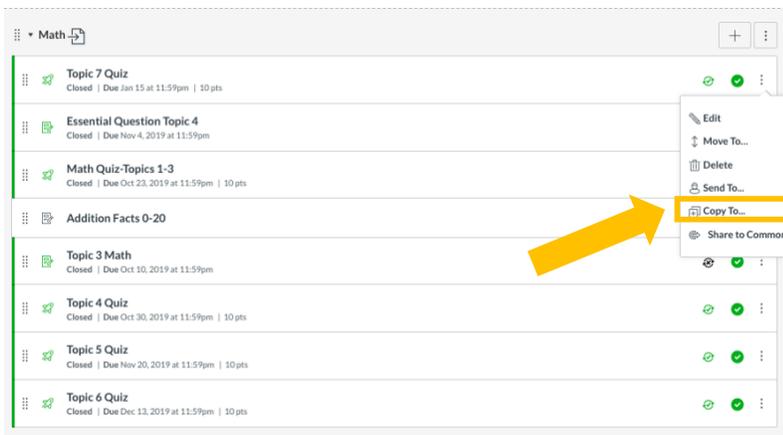
1. Open a Canvas Course and select *Assignments*.



2. Find the Assignment you would like to send to a colleague. Click the three vertical dots.



3. Select the *Copy To* option.



Direct Share within Canvas
Copy To...

4.

Copy To... ×

Select a Course

Reading2 - Grimm - 2(A) ▾

Select a Module (optional)

Journeys Reading ▾

Place

✓ At the Top
Before..
After..
At the Bottom

Cancel Copy

1. Select a course to copy to.
2. Select a module (optional).
3. Select placement within the module.
4. Click *Copy*.

Sharing options are not currently available from the Modules Page.