Granular Course Copy
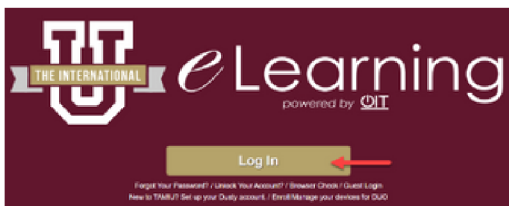
1. First, open your preferred web browser.
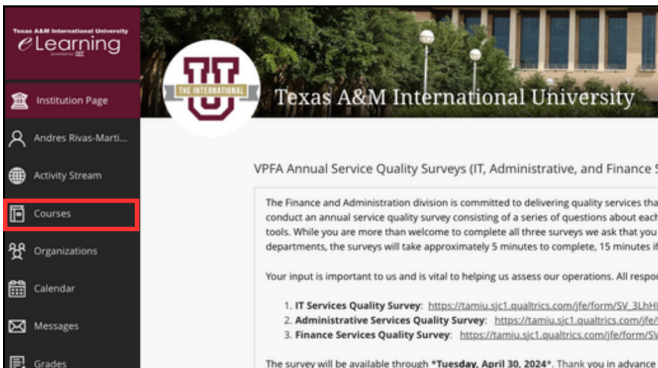
Google Chrome and Firefox
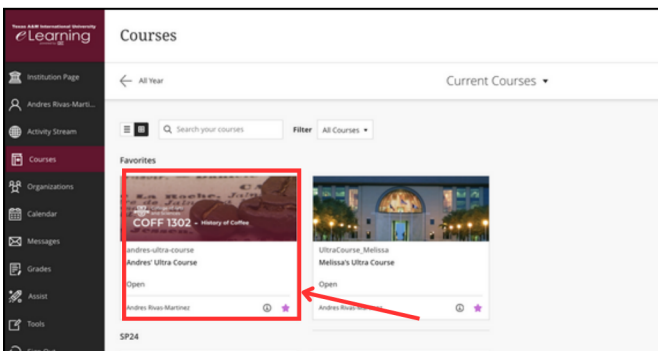
2. Log in to Blackboard: : https://elearning.tamiu.edu

eLearning
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Log In

Forgot Your Password? / Unlock Your Account? / Browser Check / Guest Login
New to TAMIU? Set up your Dusty account. / Enroll/Manage your devices for DUO
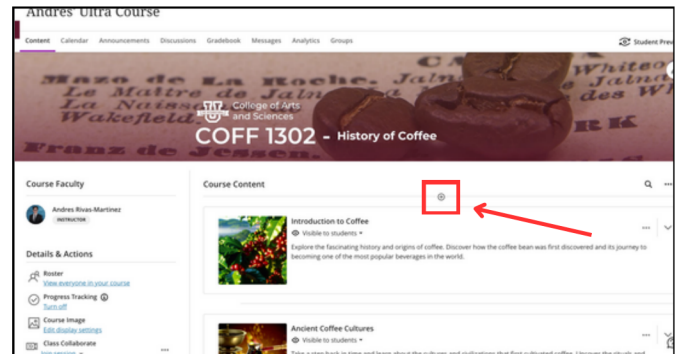
3. Click the Courses tab.
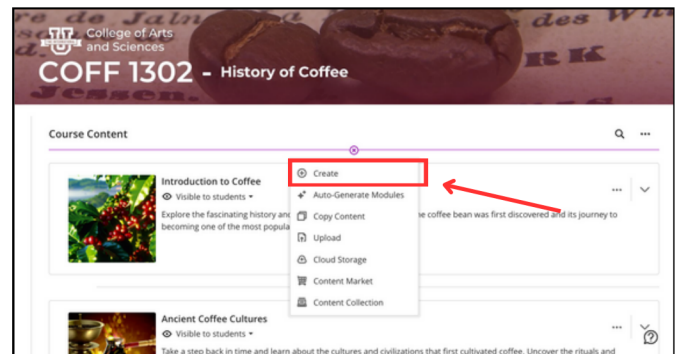
4. Click on the course you are going to edit.

Before using the Granular Course Copy feature, create your Learning Modules to assist organization.
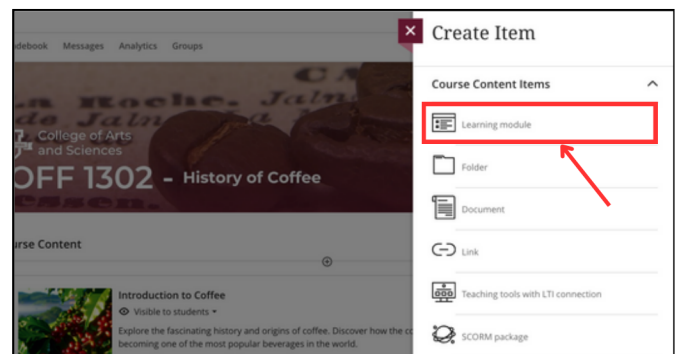
Learning Modules Setup

5. Click on "+" to open menu for more settings.

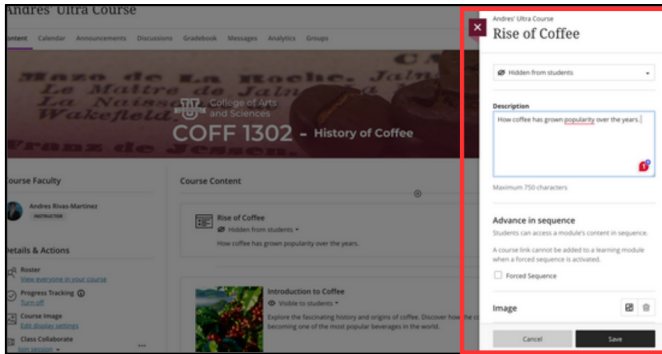6. Click on "Create" to go into "Create Item" menu.

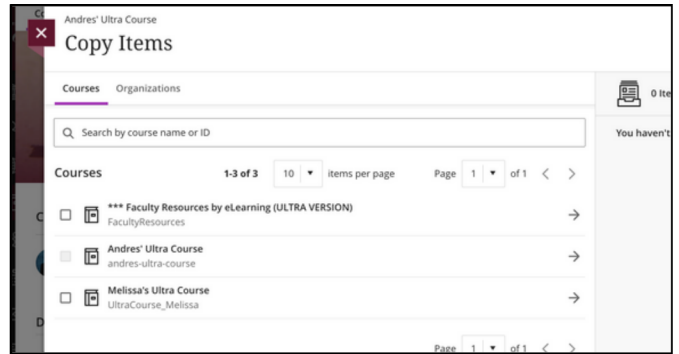7. Click on "Learing Module" to create the learning module.

8. Name your Module. You can also add a description and image and toggle a forced sequence for your students. Click "save" to create new module.
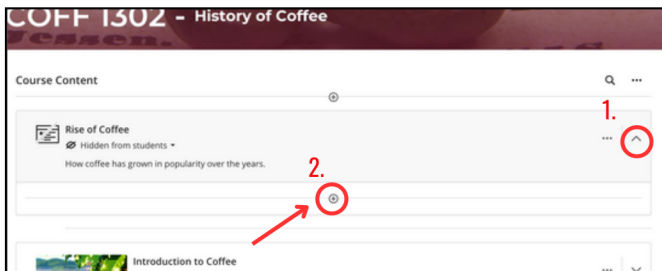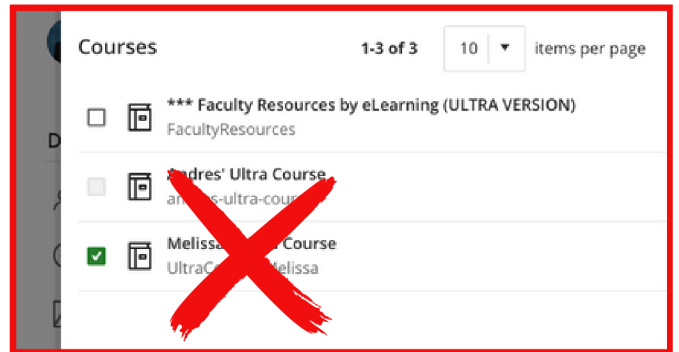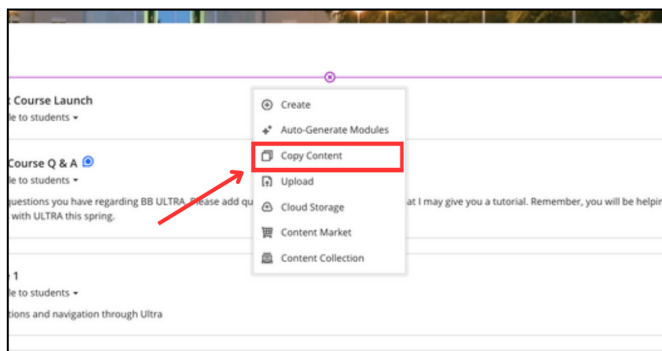

Granular Copy

9. Go to the module where you will copy items. Expand the module by clicking the drop-down arrow, and then click on the "+" symbol to access the menu for more settings.
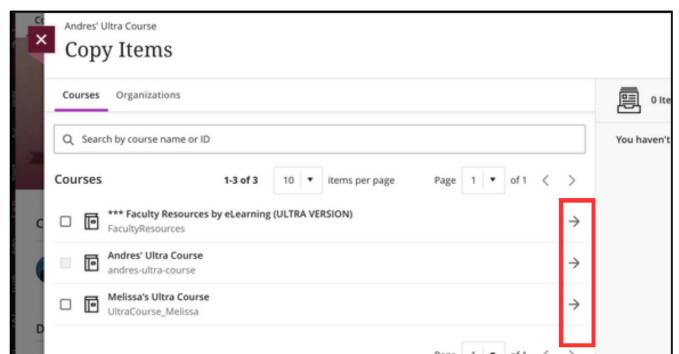

10. Click on "Copy Content"

11. You can now see all your current and past courses tied to your account. Look for the course that contains items you would like to copy.
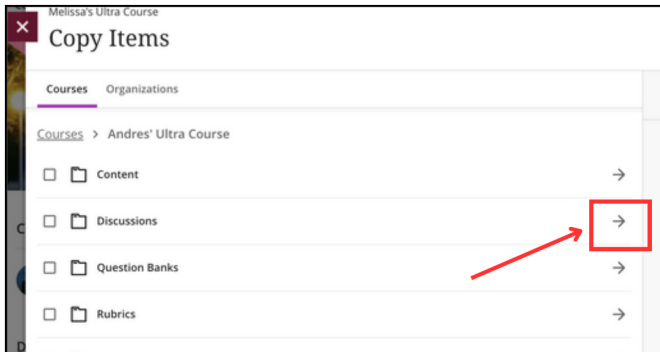

12. DO NOT SELECT AN ENTIRE COURSE
to avoid complications and confusion.

Instead, click on the navigation arrows to open the course and select specific content within the course.
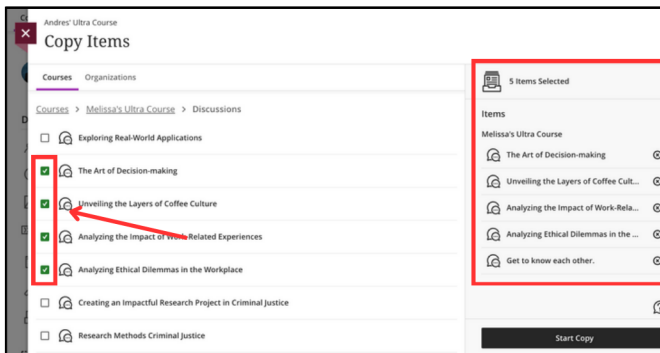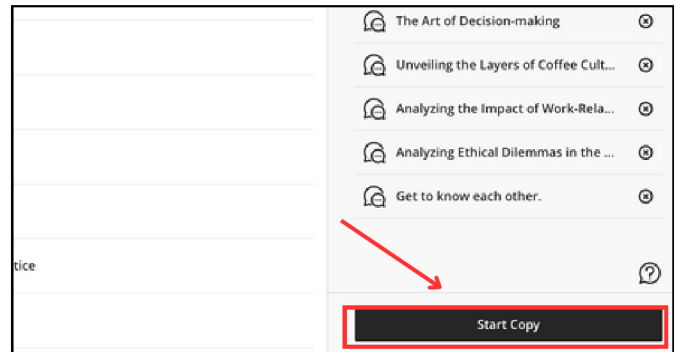
13. Choose the desired section or use the navigation arrow to select specific content (discussion forums, assignments, drop boxes, exams, question banks, learning modules, etc.).
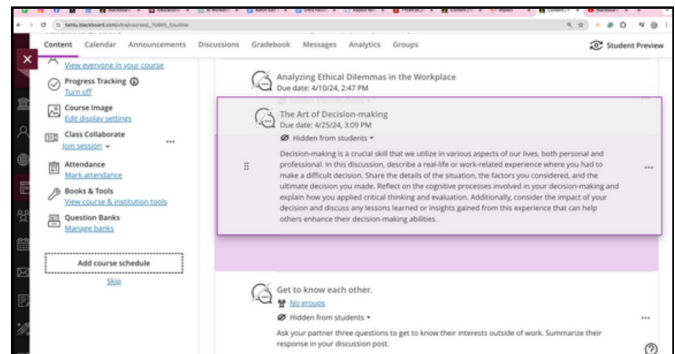
14. Select your desired content by checking the boxes on the left. All selected items will begin populating in a collection on the right.

15. Click on "Start Copy" to import new items to your course module.

16. Once your items are copied, you can drag and organize them in the order you desire.

For Blackboard Ultra support, contact the eLearning Team:
Email: elearning@tamiu.edu
Call: 956-326-2792
Visit: KLM 259, Monday to Friday, 8 AM to 6 PM

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