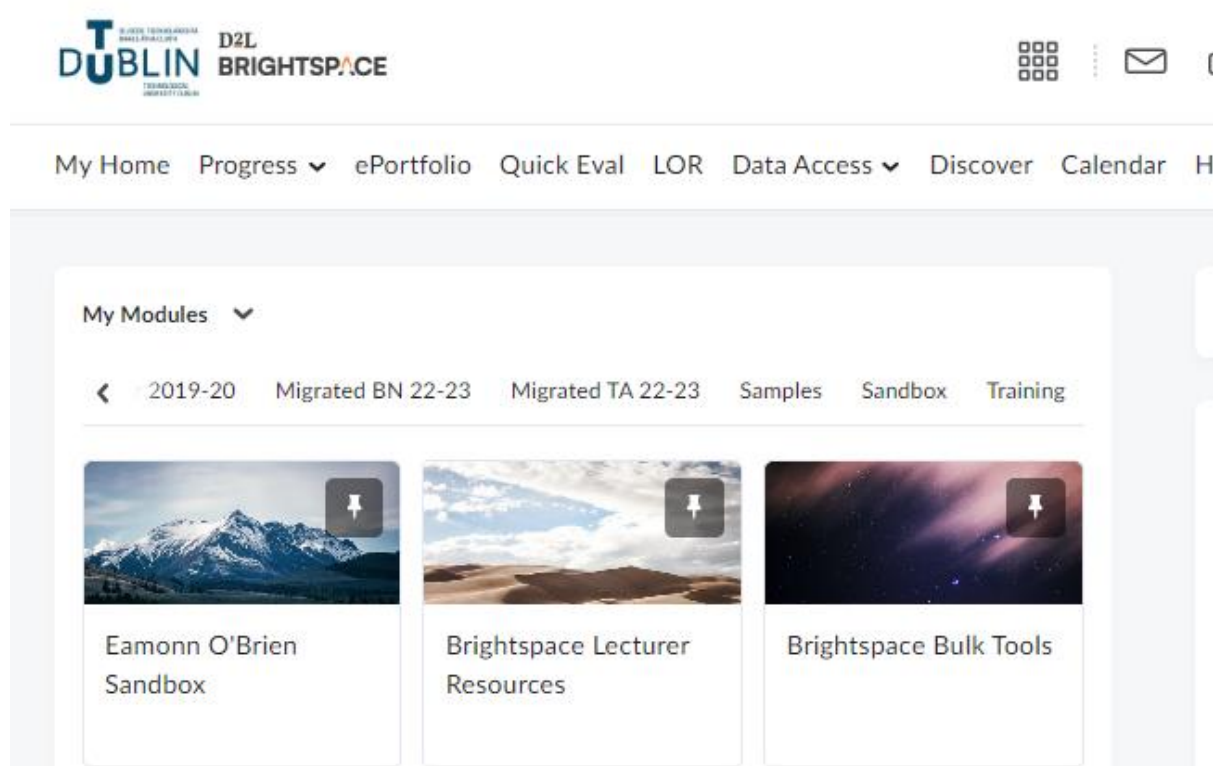


How to Import migrated Moodle course content into an empty course shell for the new academic year.

For Blanchardstown and Tallaght Lecturers

Please open the appropriate **Migrated TA 22-23** or **Migrated BN 22-23** tab within Brightspace.

Within this tab you will see the imported Moodle courses which you have been enrolled on from the Academic Year 2022-23



From the 8<sup>th</sup> of August 2024 you will also have an additional tab **2024-25** for Semester 1 & 2 of the Academic year 2024/2025.

Within this tab you will have an empty shell for each course you have been enrolled on.

How to copy Content from Migrated Moodle modules in **Migrated TA 22-23** or **Migrated BN 22-23**

1. Navigate to the **Migrated TA 22-23** (Tallaght Staff) or **Migrated BN 22-23** (Blanchardstown Staff) tab
2. Open the course you would like to copy content from.

3. From the menu select: Module Tools > Module Admin > Module Information

Each Module has a unique identifier – The Module Code which begins with MIG\_

4. Select the code and copy or write the code down.

Module Image

[Browse](#)

All standard image file types are supported. We recommend module images be 2400 x 960 pixels and that they don't contain text. This ensures they can be resized to look great in different contexts and on different devices.

Homepage Banner

Display the image in a banner on the module homepage

Module Name \*

ELSC H1001

Module Code \*

MIG\_29

Department

Migrated Tallaght Modules Department

[\[Create School\]](#)

Semester

Migrated TA 22-23

[\[Create Semester\]](#)

Locale

-- Default -- English (United Kingdom)

5. Navigate to the **2024-25** tab(available from August 8<sup>th</sup> 2024)
6. Find the corresponding empty course shell for the new academic year 2024/25.

Strat Competitive Positioning BSMT3414: 2023-24

Blank

Module Overview

We Th Fr Sa Su Mo Today

1 person visited this course today.

No quizzes have been submitted today.

[Class Engagement](#)

[Course Access](#)

[Tool Access](#)

7. From the menu select: Module Tools > Module Admin
8. Under Site Resources, select: Import/Export/Copy Components

## Module Administration

Category	Name
----------	------

### Site Setup

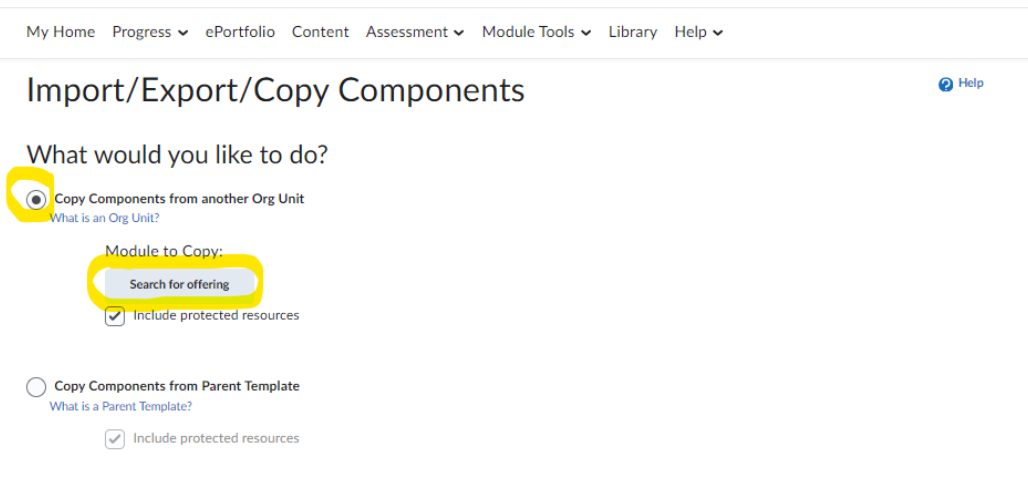
- Availability Date Defaults
- Homepages
- Module Information
- Navigation & Themes
- Widgets

### Site Resources

- Calendar
- Content
- External Learning Tools
- Forms
- Frequently Asked Questions
- Glossary
- Import/Export/Copy Components
- Links
- Manage Dates
- Manage Files
- Module Builder

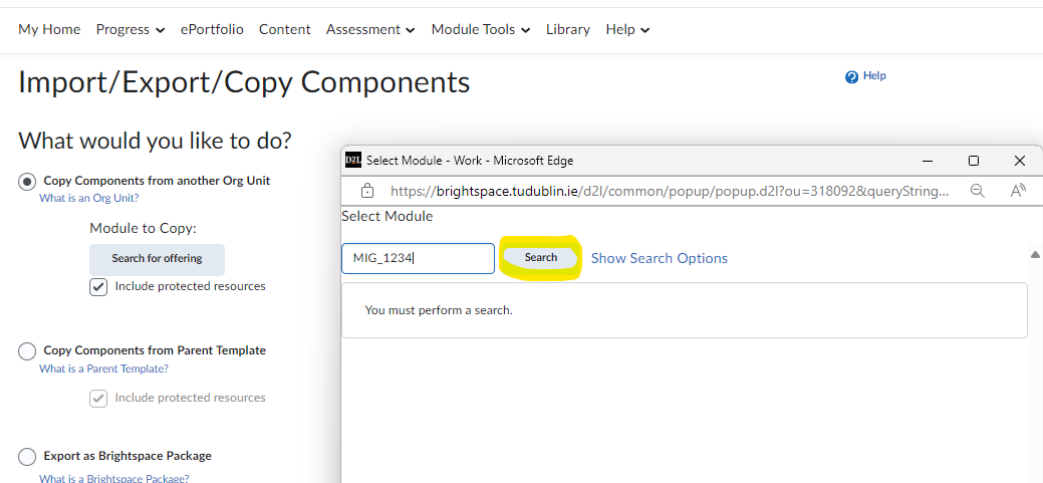
### Learner Management

#### 9. Select: Copy Components from another Org Unit

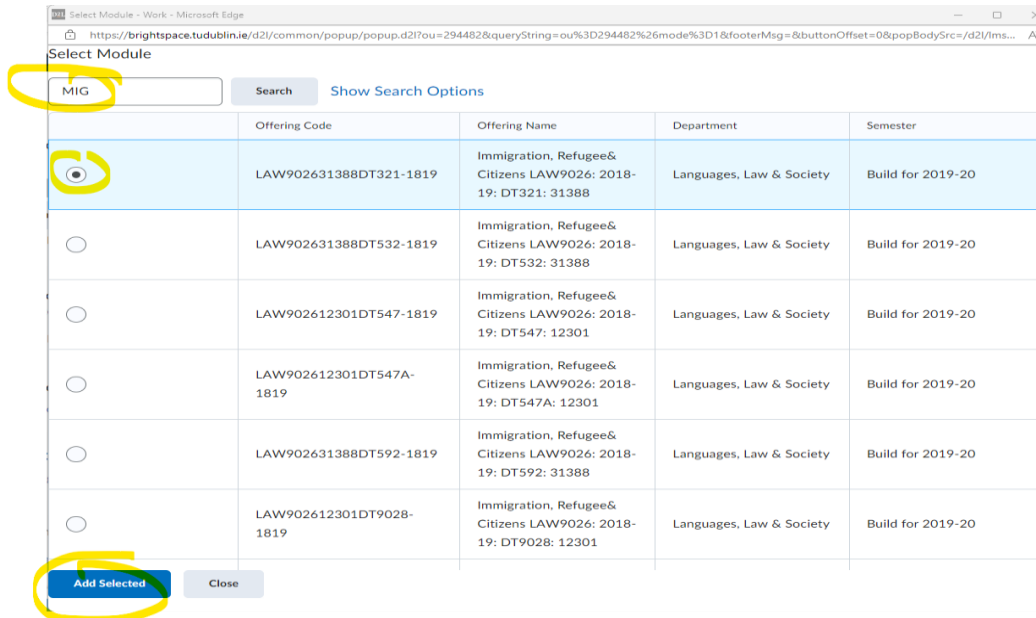


#### 10. Click: Search for offering

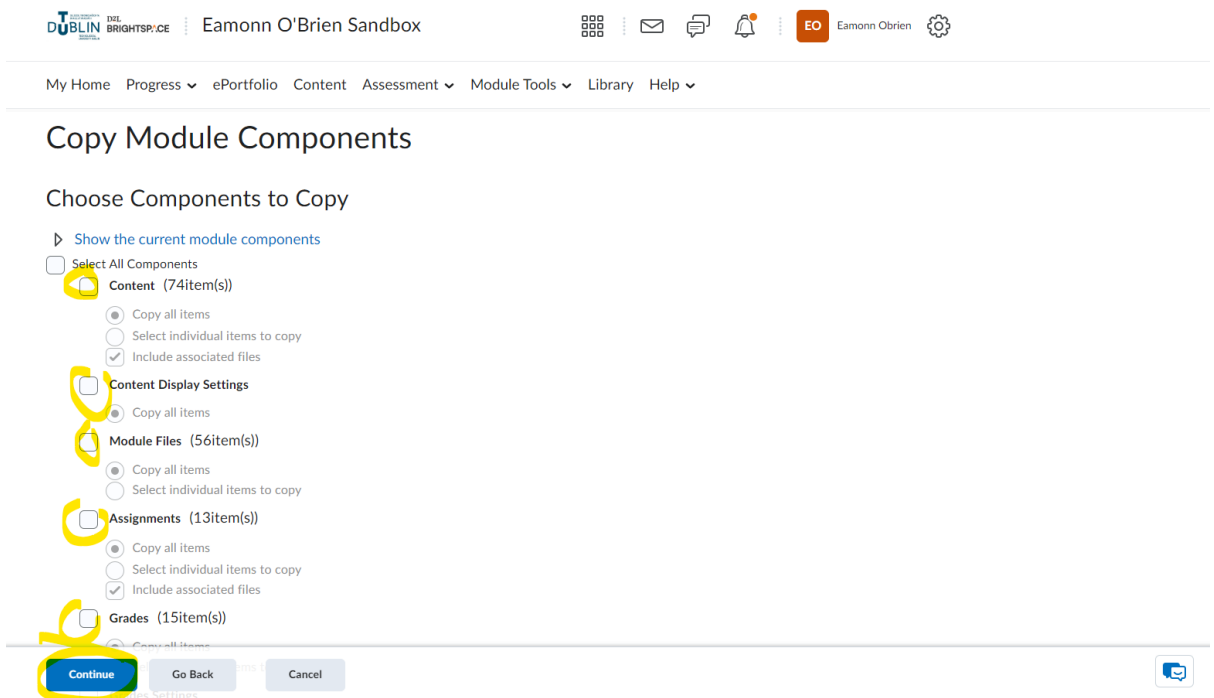
#### 11. Enter the code you copied earlier and click: Search



12. Chose the correct course and click Add Selected



13. You can then choose the specific components you would like to import by selecting the appropriate tick boxes



14. Finally click: Continue

This will then populate the new empty shell with the component you selected.