How do I select specific content as part of a course import?

When importing course content with the Course Import Tool, you can choose to select specific content as part of the import. This option allows you to select specific content areas such as assignments, settings, and files without importing the entire course.

Not all content can be copied as part of a course.

Notes:

- Linked files and images in course content, such as in assignments, discussions, and pages, are only retained when you import an entire course. For more information about the Course Import Tool's limitations, view the Course Import Tool overview.
- Importing a course more than once may have unintended consequences. If you import content into a new course, edit the content in the new course, and later import the previous content again, the imported content will override the existing content.
- If you change your mind after the import has started and you want to import all course content, you can import all content by selecting each item for a content type.
- To prevent 0s (zero grades) from being automatically entered into the Gradebook when importing content into a course with a late/missing policy set up, it is recommended that you temporarily disable your late/missing policy before importing the content. You can re-enable it once the import is complete.

Open Settings

Open Settings
In Course Navigation, click the **Settings** link.

Import Content into Course

Import Content into Course
Click the **Import Course Content** link.

Select Content Type

Select Content Type
In the **Content Type** drop-down menu, select the content type you want to import. See the guides below to complete any additional fields required for the content.

- How do I copy content from another Canvas course using the Course Import tool?
- How do I import a Canvas course export package?
- How do I import content from Angel into Canvas?
- How do I import content from Blackboard 6/7/8/9 into Canvas?
- How do I import content from Bb Vista/CE, WebCT 6+ into Canvas?
- How do I import content from Common Cartridge into Canvas?
- How do I import Thin Common Cartridge files as separate modules?
- How do I import content from Desire 2 Learn (D2L) into Canvas?
- How do I import content from Moodle into Canvas?
- How do I import quizzes from QTI packages?

Select Specific Content

Select Specific Content
In the Content section, click the **Select specific content** radio button.

View Content Import Warning Message

View Content Import Warning Message
When importing content, a message displays explaining that importing the same course content or export package more than once overwrites any existing content in the course.

Import Course

Import Course
Click the **Add to Import Queue** button**.**

Select Content

Select Content
In the Content imports section, click the **Select content** button.

Select All Group Content

Select All Group Content
Content can be individual items [1] or a content group [2]. Content groups show the number of items within the group. To view content within a group, click the group's expand icon [3].

To import all content for a content type, click the checkbox next to the content name [4]. If the content type is a group, Canvas automatically selects all items within the group.

Select Specific Group Content

Select Specific Group Content
To import only a few items from a content group, expand the group and select the specific items to be imported [1]. Canvas places a dash in the content group checkbox [2], indicating not all items are selected within the group.

Select Thin Common Cartridge Content

Select Thin Common Cartridge Content
If you imported a Thin Common Cartridge file (Common Cartridge import), this file type is imported directly as module content. The structure can be expanded to view a nested layout that simulates the content structure. Learn how to select content with Thin Common Cartridge files.

Select Content

Select Content
Click the **Select Content** button.

View Content Imports

View Current Jobs
The report displays a progress bar. View the content from any completed imports by accessing any link in Course Navigation.

The import may also display errors as part of the import status. Learn more about course import statuses.

[Content retrieved from https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-select-specific-content-as-part-of-a-course-import/ta-p/1091]

Revision #1
Created 2025-05-14 15:24:39 UTC by Brandy Brickey
Updated 2025-05-14 15:28:19 UTC by Brandy Brickey