LUMEN LEARNING

Advanced Brightspace Import of a Waymaker Course Package

When should you use Advanced Import for a Waymaker course?

When you know exactly what parts of the course you need and are sure that importing the entire course and just deleting what you don't want will take longer than doing an Advanced import. Some examples of this use-case would be that:

- You want to use only the Study Plans and Quizzes for each module and not import the Assignments and Discussions.

- You want to use less than 50% of the modules.

What you need:

- A Brightspace D2L course shell that has never had Waymaker imported into it.
- A Waymaker course import file delivered by Lumen Learning that is compatible with Brightspace.

Advanced Import Steps

Your **Waymaker import zip file**, delivered from Lumen Learning, should be in your Downloads folder (or whichever folder you use for downloads).

- Navigate to **Course Admin**, then **Import/Export/Copy Components**
- Select **Import All Components**
- Use the **Upload** button to locate your downloaded Waymaker zip file
- Select **Advanced Options**
- Select **Continue** when the button becomes available

How to make your selections:

- **Select the type of Component you want to import, then "Select individual items to import" if you want to pick specific items.**

    - **Content -** these are your module folders; you have to select these in order to have the other items you import appear in the Table of Contents area in

modules; if you do not import these, you have to create your own module folders and add the other items you imported from their designated areas.
***You MUST select *Course Contents*, *Faculty Resources* and *Succeeding with Waymaker* as these contain essential resources for you and your students.**

- **External Learning Tools** are your Study Plans, Quizzes, and other resources
  ***WE RECOMMEND SELECTING ALL THE EXTERNAL LEARNING TOOLS THAT DO NOT BEGIN WITH "STUDY PLAN" OR "QUIZ" AS THESE ARE FACULTY AND STUDENT RESOURCES THAT YOU WILL NEED. You can then choose only the Study Plans and Quizzes that you need.**

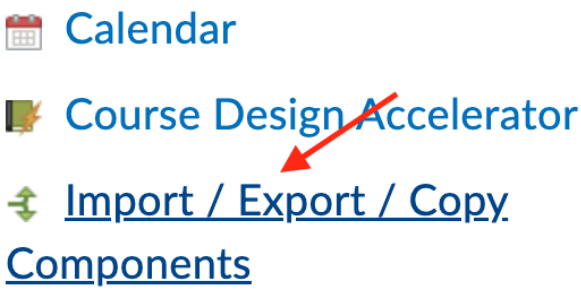
- **Discussions**
- **Assignments**
- **Grades** - these selections will create gradebook columns for the gradable components you select **above**

- Click the **Continue** button
- Select specific components by **Content** type and keep clicking the **Continue button**
- Confirm your selections
- Click the Continue button
- Click the View Content button check your content and links

Note: If you imported the module folders, **you may see broken links** for components that you did not import. You can just delete those links.

Screenshots:

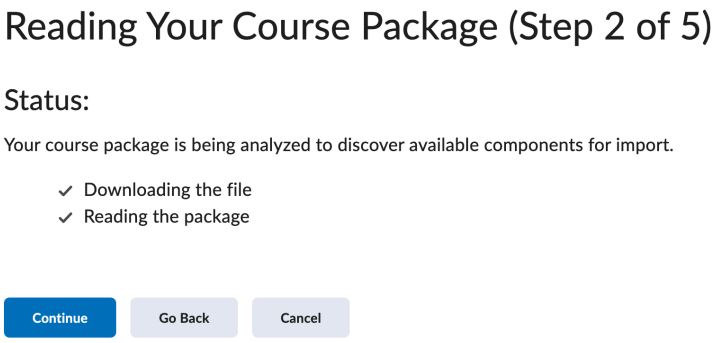
- **Under Course Admin, select Import/Export/Copy components:**



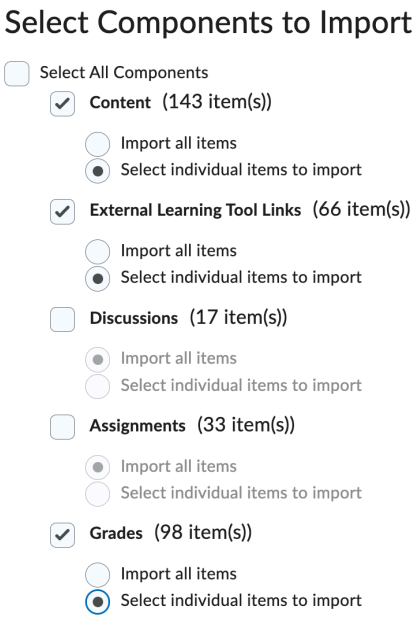
- **Then select Import Components:**



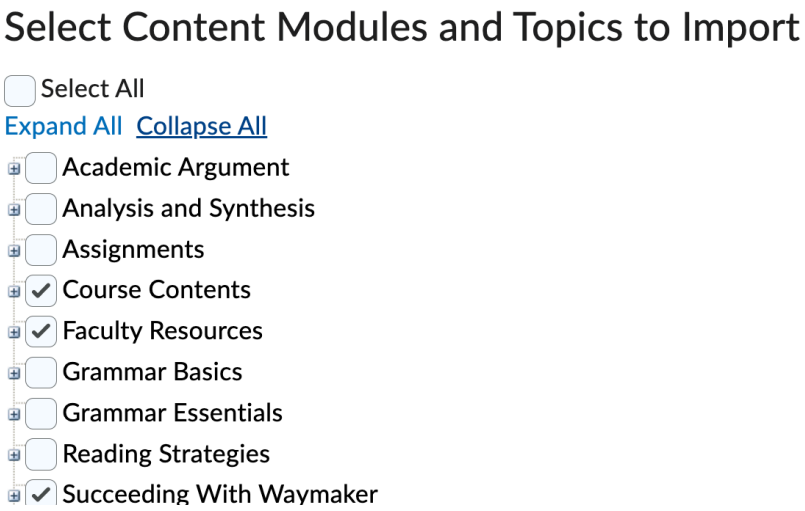
- **Click continue when the button becomes active:**



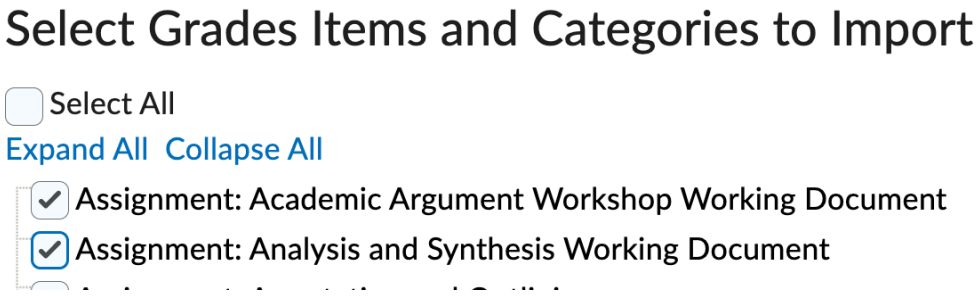
- **Select the Component types:**



- **Select Content Modules:**

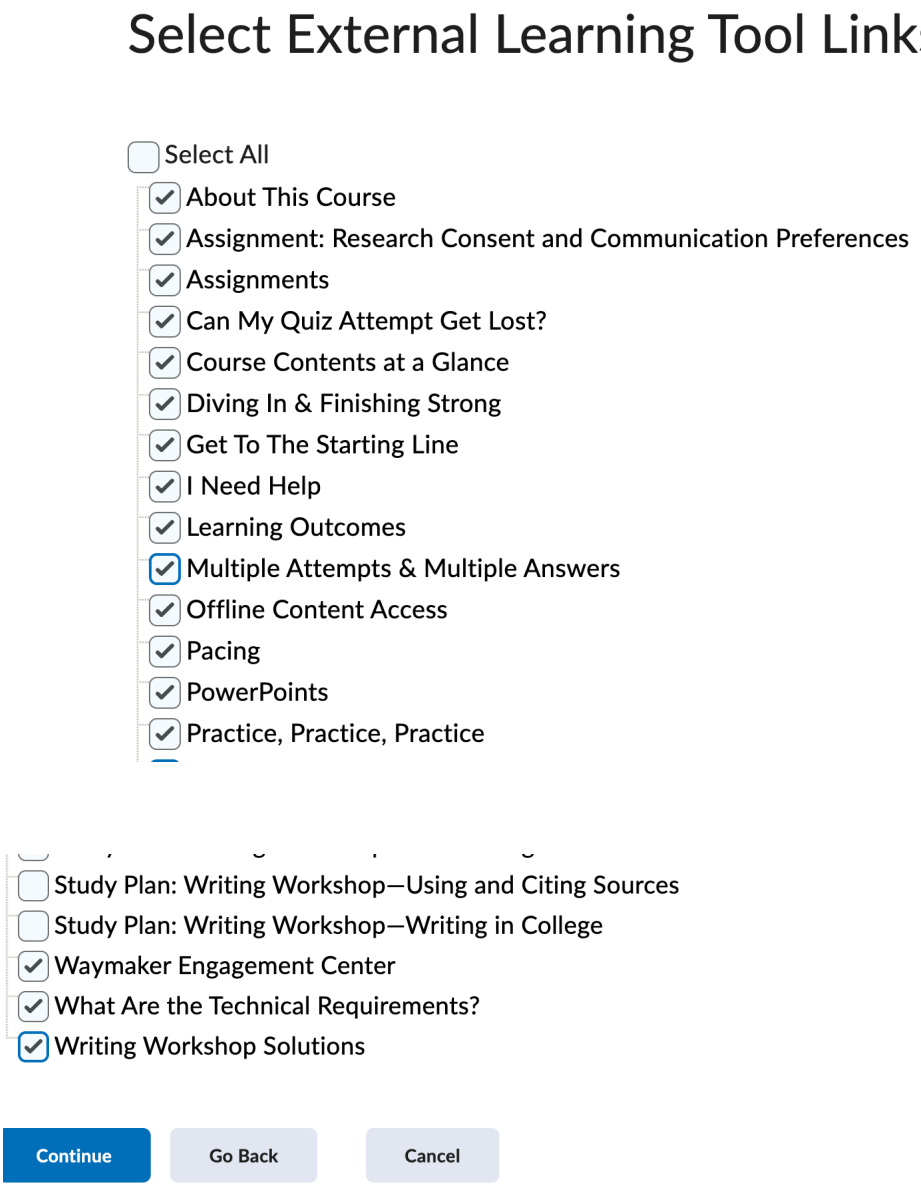


- **Select Grade Center columns:**



- **If you selected Assignments and Discussions, select what you want from those lists.**

- **When selecting External Learning Tools, please select ALL the options that do not begin with Study Plan: or Quiz:**



- **Confirm your Selections:**



Confirm Your Selections (Step 4 of 5)

Components to Import

Content
21 of 143 item(s) selected to import. Modify

Grades Items/Categories
6 of 98 item(s) selected to import. Modify

External Learning Tool Links
22 of 66 item(s) selected to import. Modify

- **Select View Content after your import completes:**



Your course package was successfully imported!



- **Check your Modules for broken links to items you did not import and delete them:**

