Here's how to import an activity from one class into another in Moodle (iLearn):

1. Start in the class into which you would like to import the activity.
2. Under **Course Management (3 gear button) > Course Settings > Import**.
3. Select the course to import from (*You must have the role of *teacher* OR *collaboration share* in the course you are attempting to import *from*.)
4. On the next screen, hit **Next**.

5. In the next screen, select **None** to uncheck all the boxes, then select the unit name above the activity AND the name of the activity you want to import. Click **Next.**

Include:

Select
All / None (Show type options)

☐ **General**

☐ This course contains brief lessons to help you lea...🏷️

☑ **Lessons**

☐ Creating a Quick Quiz🟪

☐ Creating a Multiple Choice Quiz Question- Beginner🟪

☑ Creating an Essay Quiz Question- Beginner🟪

☑ Creating a True/False Question🟪

☐ Creating a Matching Question🟪

☐ Creating a Gapfill Question🟪

6. Click **Perform import**.