

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**.


---

1. Course selection ▶ 2. Initial settings ▶ 3. Schema settings ▶ 4. Confirmation and review ▶ 5. Perform import ▶ 6. Complete

#### Import settings

<input checked="" type="checkbox"/>	Include activities and resources
<input type="checkbox"/>	Include blocks
<input type="checkbox"/>	Include filters
<input type="checkbox"/>	Include calendar events
<input checked="" type="checkbox"/>	Include question bank
<input type="checkbox"/>	Include groups and groupings
<input type="checkbox"/>	Include competencies
<input checked="" type="checkbox"/>	Include custom fields

[Jump to final step](#) [Cancel](#) [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**.