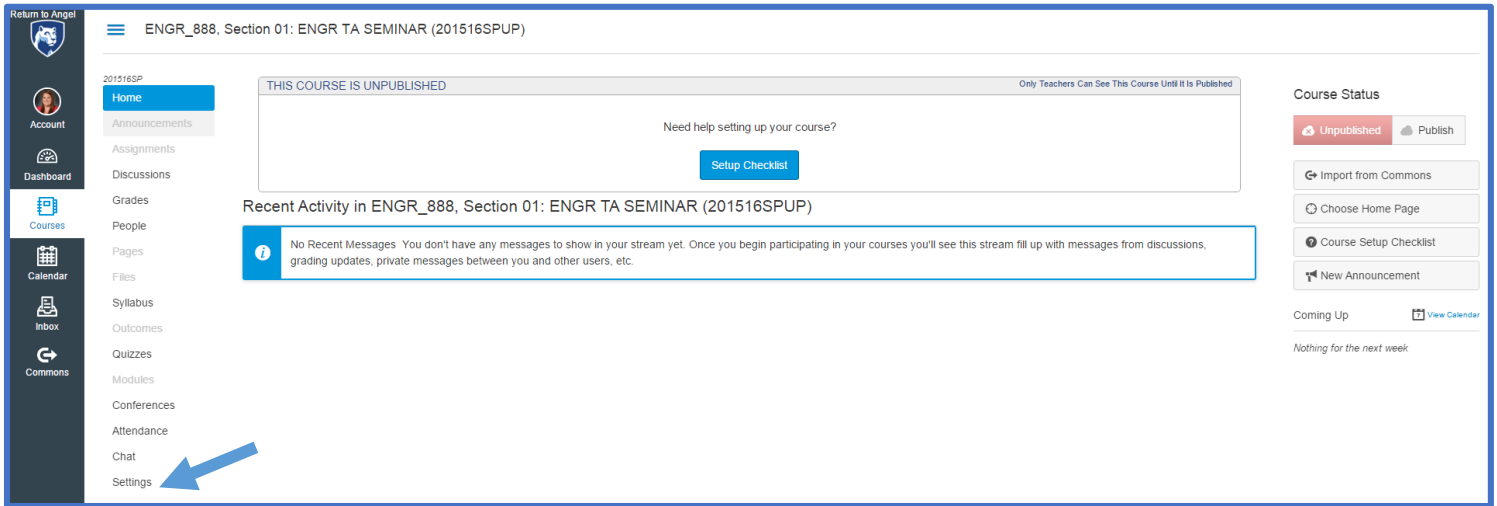
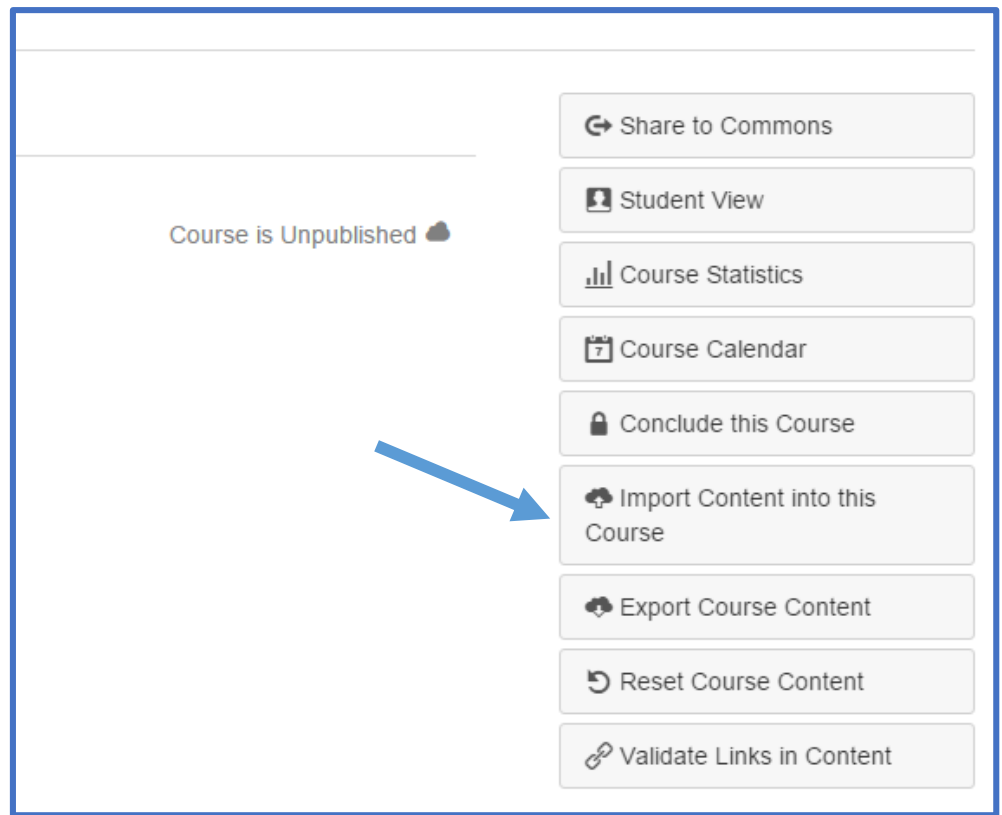


Within YOUR course, go to “Settings” at the bottom of the course links on the left side of your screen:



Then, select “Import Content into this Course” in the right-hand menu:



On the "Import Content" screen, select "Copy a Canvas Course" as the Content type:

Import Content

Content Type Select One

- Select One
- Copy a Canvas Course**
- Canvas Course Export Package
- Unzip .zip file into folder
- Angel export .zip format
- Blackboard 6/7/8/9 export .zip file
- Blackboard Vista/CE, WebCT 6+ Course
- Common Cartridge 1.x Package
- D2L export .zip format
- Moodle 1.9/2.x
- QTI .zip file

Current Jobs

Then, select "EFTE" from the course list.

Import Content

Content Type Copy a Canvas Course

Search for a course EFTE or EFTE

Content

- Select a course
- Default Term**
- EFTE**
- 201516SP**
- ENGR_888, Section 01: ENGR TA SEMINAR (201516SPUP)

Options Adjust events and due dates

Cancel Import

Then, (1) select the "Select specific content" circle and (2) click the blue "Import" button:

Import Content

Content Type Copy a Canvas Course

Search for a course EFTE or EFTE

Include completed courses

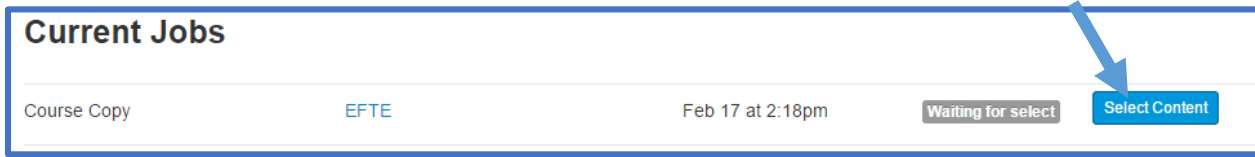
Content

- All content
- Select specific content**

Options Adjust events and due dates

Cancel Import

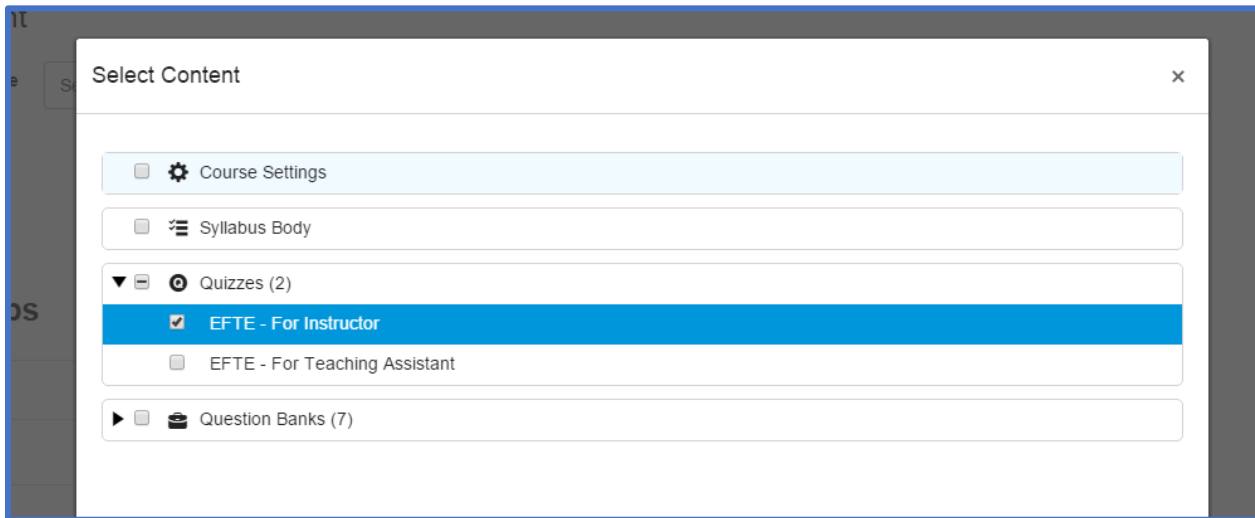
The “Current Jobs” should update to include the EFTE Course Copy, you will need to select the blue “Select Content” button.



You will need to expand the “Quizzes (2)” list using the sideways arrow to the left of check box.



If you are an instructor, use the check box to select the “EFTE- For Instructor;” If you are a Teaching Assistant, use the check box to select “EFTE – For Teaching Assistant.” These surveys are slightly different.



Then, click the blue “Select Content” in the bottom, right corner of the Select Content window.

The EFTE should then be “Published” within the Quizzes area of your course as a “Survey” and ready for your students to access. You are welcome to add the Quiz to a Module or just have them directly complete the EFTE on the Quizzes page. For more information on adding a quiz to a module, see the following Canvas Guide:

<https://community.canvaslms.com/docs/DOC-2827>. For instructions on viewing your results, see the following Canvas Guide: <https://community.canvaslms.com/docs/DOC-2992>