

KB0000234

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Copying selected content between LearnJCU Ultra subject sites

Revised by Scott Bradey • 3mo ago • 51 Views • ★★★★★

Audience: Staff

Platform: Learn Ultra

You can copy selected individual folders or items from the other Learn Ultra subjects you teach, provided you have the same role in both subjects (eg. Lecturer). Selective copying is best used to transfer material created in the Content Editor or files uploaded to your subject site.

Important

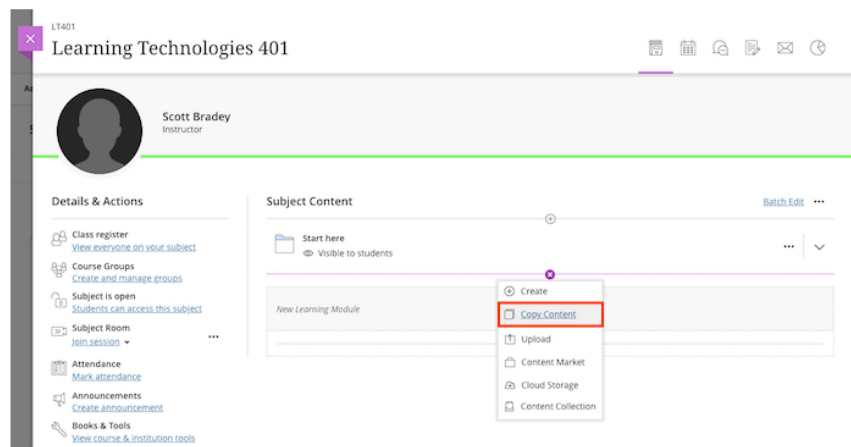
The following content / tools are **not** supported in a selective copy

- HTML packages
- Publisher e-texts (eg. Wiley, Pearson, McGraw-Hill)
- Reading lists
- Questions banks and question pools
- Discussions
- Collaborate sessions
- Groups
- Calendar events
- Goal alignments
- Conditional availability rules

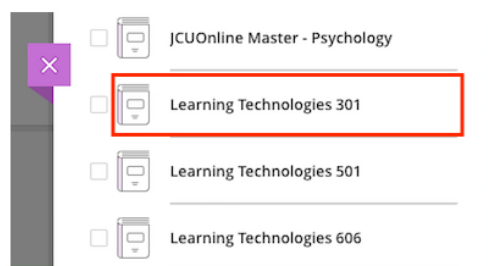
These items can be copied with a [full subject copy](#) if necessary.

Instructions

1. Log into LearnJCU and open your **DESTINATION** subject site (ie. where you are copying the content **TO**).
2. Navigate to the folder in your Subject Content area where the content is to be placed and hover over the line just below the folder until a displays then select **Copy Content**.



3. In the **Copy Content** peek panel, locate the **SOURCE** subject (where you are copying **FROM**) in the list and click on its name to show a list of folders and items in the subject



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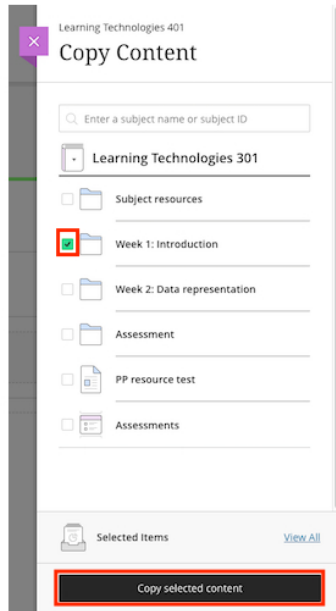
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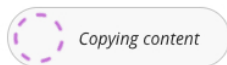
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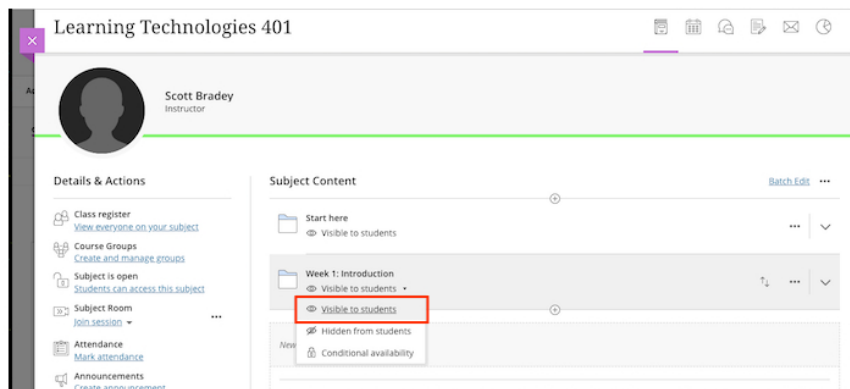
4. Click the checkbox to the left of one or more items to select the content you want to copy.



5. Click the **Copy Selected Content** button at the bottom of the peek panel. The Copying Content indicator will be displayed at the bottom of the page while your content is being copied. This may take a few minutes.



6. When copying is complete the content from your source subject site will be displayed in your destination subject site. Set your copied content to **Visible to Students** so that students can access it.



Related Resources

[Copying an entire LearnJCU subject site](#)

[Copy Permalink](#)

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