

## HOW TO MIGRATE YOUR COURSE CONTENT TO LEARN2022

### HOW TO:

- A. Backup and Download your existing <https://learn2021.ukzn.ac.za/> course content, and then,
- B. Upload and Restore the course backup to <https://learn2022.ukzn.ac.za>

### PLEASE NOTE:

- You will need to be a Teacher in the courses on both sites before you proceed.
- Go to <https://moodlecourseteacher.ukzn.ac.za> to add yourself as a teacher to the module.
- Your selection will only reflect in Learn2022 after 1am.

---


### A. BACKUP & DOWNLOAD


1. Enter your old course on <https://learn2021.ukzn.ac.za> and scroll down to click **backup** in the Administration block

#### Administration

▼ Course administration

 Edit settings

 Turn editing on

 Course completion

> Users

 Filters

> Reports


 Gradebook setup

> Badges

 Backup

 Restore

 Import

 Copy course

 Reset

> Question bank

2. You need to select **Include Activity and Resources, Include Files and Include question bank.**

If you are using **HP5**, you need to check **Include Content Bank Content**

Then click **Next**

1. Initial settings ▶ 2. Schema settings ▶ 3. Confirmation and review ▶ 4. Perform backup ▶ 5. Complete

### Backup settings

Include enrolled users

Anonymize user information

- IMS Common Cartridge 1.1
- Include user role assignments
- Include activities and resources
- Include blocks
- Include files
- Include filters
- Include comments
- Include badges
- Include calendar events
- Include user completion details
- Include course logs
- Include grade history
- Include question bank
- Include groups and groupings
- Include competencies
- Include custom fields
- Include content bank content

Jump to final step Cancel **Next**

3. Deselect **Announcements** and **QPA Questionnaires** then click **Next**

1. Initial settings ▶ 2. Schema settings ▶ 3. Confirmation and review ▶ 4. Perform backup ▶ 5. Complete

### Include:

Select  
All / None (Show type options)


<input checked="" type="checkbox"/> General	User data	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> THIS IS AN IMPORTANT MODULE	-	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Announcements	-	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Assignment 03	-	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> testquiz	-	<input checked="" type="checkbox"/>

Previous Cancel **Next**

4. Click **Perform backup**. Wait for the backup to complete, then click **Continue**

5. Download the just created backup in the **User private backup area**

Manage backup files

User private backup area 

Filename	Time	Size	Download
backup-moodle2-course-19790-asn2021-20211118-0851-nu-nf.mbz	Thursday, 18 November 2021, 8:51 AM	44.6KB	<a href="#">Download</a>

---

## B. UPLOAD & RESTORE

6. Login to [Learn2022 \(https://learn2022.ukzn.ac.za/login\)](https://learn2022.ukzn.ac.za/login) and enter your course

7. The course default file upload limit is 50MB. If your backup is larger you need to edit your Course **settings**

### Administration

▼ Course administration

 [Edit settings](#)

 [Turn editing on](#)

 [Course completion](#)

> [Users](#)

▼ [Filters](#)

> [Reports](#)

 [Gradebook setup](#)

> [Badges](#)

 [Backup](#)

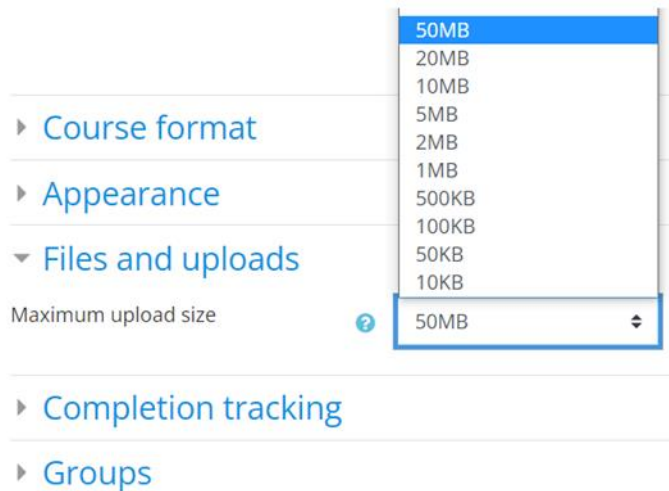
↑ [Restore](#)

↑ [Import](#)

← [Reset](#)










> [Question bank](#)

8. Scroll down to **File and uploads** and increase the Maximum upload size, then **Save**

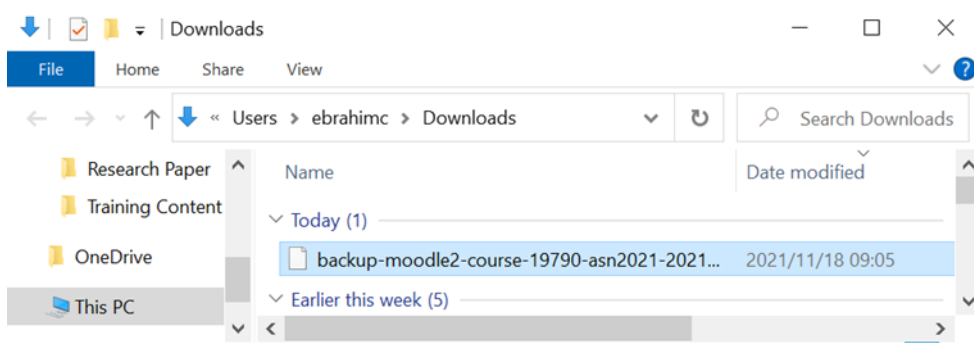


9. Scroll down to the **Administration** block and click on **Restore**

## Administration

- ✓ Course administration
  -  Edit settings
  -  Turn editing on
  -  Course completion
    - > Users
  -  Filters
  - > Reports
  -  Gradebook setup
    - > Badges
  -  Backup
  -  Restore
  -  Import
  -  Reset
  - > Question bank

- On your computer, open Windows Explorer and locate your recently downloaded backup file. Drag and drop your backup file into the new course restore area



### Import a backup file

Files

Choose a file... Maximum size for new files: 2GB



You can drag and drop files here to add them.

Restore

Course backup area 

There are required fields in this form marked .

- Once uploaded, click on **Restore**.

### Import a backup file

Files

Choose a file... Maximum size for new files: 2GB

backup-moodle2-course-19790-asn2021-20211118-0851-nu-nf.mbz

Restore

Course backup area 

There are required fields in this form marked .

12. Scroll to the bottom of the page and click **Continue**

	Quiz	Quiz Setting Test	✘
Section: 14 Activities	Included in backup (no user information)		
	<b>Module</b>	<b>Title</b>	<b>Userinfo</b>
	Custom certificate	Certificate of Completion	✘
Section: 15	Included in backup (no user information)		
Section: 16	Included in backup (no user information)		

**Continue**

13. Leave the default Merge the backup into this course and click **Continue**

### Restore into this course

- Merge the backup course into this course
- Delete the contents of this course and then restore

**Continue**

14. Click **Next**

Include course logs	✘
Include grade history	✘
Include groups and groupings	✘
	<input type="checkbox"/> Include custom fields
Include content bank content	✘

Cancel
**Next**

15. Leave Overwrite course configuration set to *No*, scroll and click **Next**

<input checked="" type="checkbox"/> Section 14	User data	No
<input checked="" type="checkbox"/> Certificate of Completion 📄	-	No
<hr/>		
<input checked="" type="checkbox"/> Section 15	User data	No
<hr/>		
<input checked="" type="checkbox"/> Section 16	User data	No

Previous Cancel Next

16. Click **Perform Restore**

Section 14	✓	User data	No
Certificate of Completion 📄	✓	-	No
<hr/>			
Section 15	✓	User data	No
<hr/>			
Section 16	✓	User data	No

Previous Cancel Perform restore

17. Click **Continue**

1. Confirm ▶ 2. Destination ▶ 3. Settings ▶ 4. Schema ▶ 5. Review ▶ 6. Process ▶ 7. Complete

The course was restored successfully, clicking the continue button below will take you to view the course you restored.

Continue

Congratulations! You have successfully migrated your content to Learn2022!