

How do I Import/Export my course in Blackboard?

Please proceed to **Packages and Utilities** under **Control Panel** in your *original course* and click on **Export/Archive Course**, click on **Export** and select what do you want to export, then click **submit**. You will receive a confirmation email from blackboard, then go back to **Export/Archive Course** page and download the zip file.

At the *destination course*, please proceed to **Packages and Utilities** under **Control Panel** and click on **Import Package/View Logs** then **Import Package**, located the zip file that you just downloaded from the original course by using the browse tab, and **check any area you wish to import** then click **submit**.

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<https://www2.owens.edu/faq/entry/246/>