



Exporting Canvas Course Content

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Overview

Instructors can export course content offline to be saved in their local devices. The course content can be exported as an IMSCC zip file or an ePub file. An ePub can be viewed on eReader such as iBooks on iPad or Amazon’s Kindle on Android. An IMSCC zip file can be re-uploaded to another course on Canvas to copy the original course assignments and content.

Moreover, if instructors need to export the course content in an offline HTML format, please contact the TLS Team (michelle.zeng@ubc.ca) for details.

Exporting Course Content as an IMSCC Zip File

Use this option to download the course content as an IMSCC zip file. This content can then be re-uploaded to a separate Canvas Course at a later date.

1. Navigate to **Settings** using the **Course Navigation** and click on the **Export Course Content** button on the right panel.

☰ SD > Settings

- Home
- Discussions
- Assignments
- Quizzes
- Zoom
- Syllabus
- People
- Grades
- Collaborate Ultra
- Files
- Pages
- Outcomes
- Settings**

Course Details
Sections
Navigation
Apps
Feature Options

Course Details Course is Published

Image:

Name: SandBox - Learning Support Team

Course Code: SD

Blueprint Course: No

Time Zone: Pacific Time (US & Canada) (-08:00)

Subaccount: Faculty of Forestry

Term: Default Term

Participation: Term

Course participation is limited to **term** start and end dates.

- Share to Commons
- Course Statistics
- Course Calendar
- Delete this Course
- Import Course Content
- Export Course Content**
- Validate Links in Content

Current Users

Students:	3
Test Student:	3
Teachers:	6
Course ISS:	None
Secondary Instructor:	None

2. Make sure that **Course** is selected in the **Export Type** and click on the **Create Export** button

Content Exports

Content export files cannot be downloaded after 30 days.

Export Type

Course

Quiz

Create Export

- The process will take some time depending on the course size, you may leave this page and Canvas will email you once the process is finished.

Processing
this may take a bit...



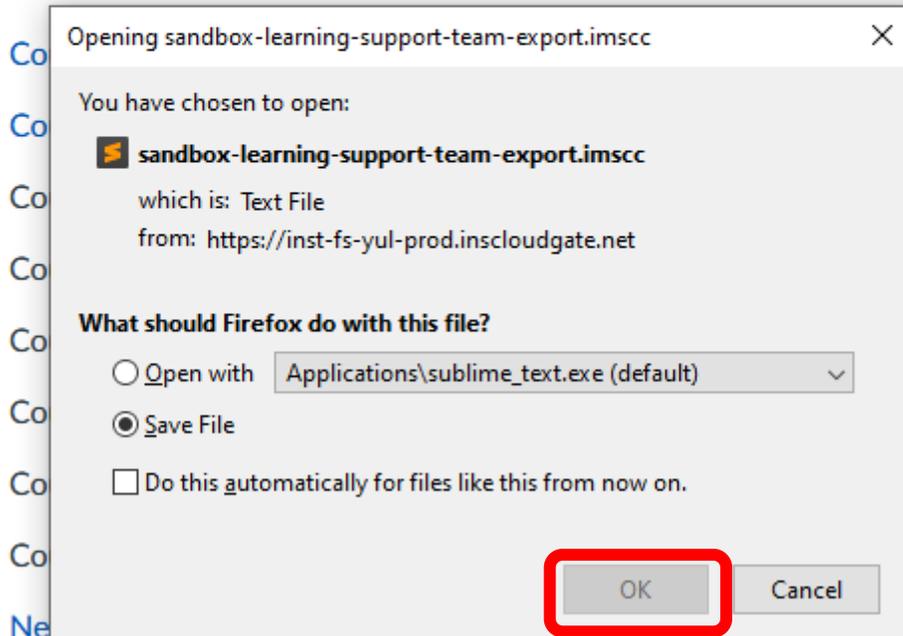
The export process has started. This can take awhile for large courses. *You can leave the page* and you'll get an email when the export is complete.

- Then a new option will appear in the **Content Exports**, clicking on the most recent one will prompt the download option. Pressing **OK** will download this file to your computer's download folder.

Content Exports

Course Export from 6 minutes ago

Course Export from Apr 7, 2021 2:53PM



Importing Course Content from an IMSCC Zip File

1. Navigate to **Settings** using the **Course Navigation** and click on the **Import Course Content** button on the right panel.

SD > Settings

Course Details

Course is Published ✓

Image:

Name: SandBox - Learning Support Team

Course Code: SD

Blueprint Course: No

Time Zone: Pacific Time (US & Canada) (-08)

Subaccount: Faculty of Forestry

Term: Default Term

Participation: Term

Course participation is limited to **term** start and end dates.

Share to Commons

Course Statistics

Course Calendar

Delete this Course

Import Course Content

Export Course Content

Validate Links in Content

Current Users

Students:	3
Test Student:	3
Teachers:	6
Course ISS:	None
Secondary Instructor:	None

2. Select the **Canvas Course Export Package** from the **Content Type** dropdown. Then click on the **Browse** button and you will be prompted to select the IMSCC from your computer.

Import Content

Content Type: Canvas Course Export Package

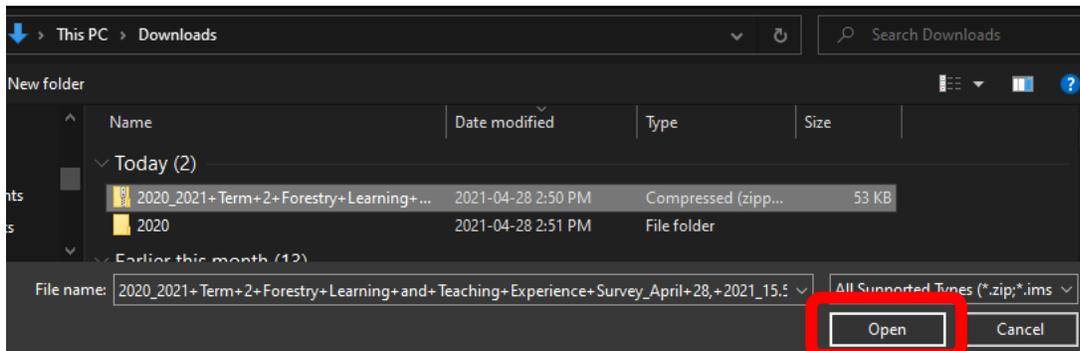
Source: Browse... no file selected.

Content: All content Select specific content

Options: Adjust events and due dates

Cancel Import

3. Select the corresponding IMSCC file you would like to import from your computer. Then click on the **Open** button



4. There are additional options you can select. Importing **All content** will copy all the course content to the current course, meanwhile, **Select specific content** will allow you to choose which modules to import. The **Adjust events and due dates** checkbox will enable you to change the due dates for imported assignments.

Import Content

Content Type

Source 2020_2021+Term+2+Forestry+Learning+and+Teaching+Experience+Survey_April+28,+2021_15.50.zip

Content All content
 Select specific content

Options Adjust events and due dates

5. The **Shift dates** option would shift the due dates of the assignment based on the previous course data and the new course date. Moreover, if you would like to avoid having due dates on Sunday, you can click on the **Substitution** button and select **Sunday** and **Monday** from the dropdown

Date adjustment Shift dates
 Remove dates

Beginning date change to
Fri Jan 1, 2021 Wed Sep 1, 2021

Ending date change to
Fri Apr 30, 2021 Fri Dec 31, 2021

Move from to

6. Finally, once you selected the desired settings, click on the **Import** button.

Import Content

Content Type

Source 2020_2021+Term+2+Forestry+Learning+and+Teaching+Experience+Survey_April+28,+2021_15.50.zip

Content All content
 Select specific content

Options Adjust events and due dates

Date adjustment Shift dates
 Remove dates

Beginning date change to
Fri Jan 1, 2021 Wed Sep 1, 2021

Ending date change to
Fri Apr 30, 2021 Fri Dec 31, 2021

Move from to

7. If you selected the **Select specific content** option, the import would wait for you to choose which content to import. To do this, click on the **Select Content** button in the **Current Jobs** table.

Current Jobs

Canvas Common Cartridge ...-template-export.imsc Jan 14 at 9:14pm Waiting for Selection **Select Content**

8. Then select which content to import from the prompt by checking the checkbox of the modules. Finally click on the **Select Content** button after the selection.

Select Content

→ Discussion Topics (8)

↓ Pages (27)

- Quick Links to Instructor Guides & Resources
- Topic 2.3: Topic Title
- Topic 1.3: Topic Title
- Online Discussions
- Module 1 Summary
- Home
- Online Quizzes
- Online Exam
- Topic 2.1: Topic Title
- Assignment 2
- Topic 1.1: Topic Title
- Module 2 Introduction
- Topic 1.2: Topic Title
- Link to Download Canvas Course Template & Quick User Guide
- Module 1 Introduction
- Your Instructors & TAs

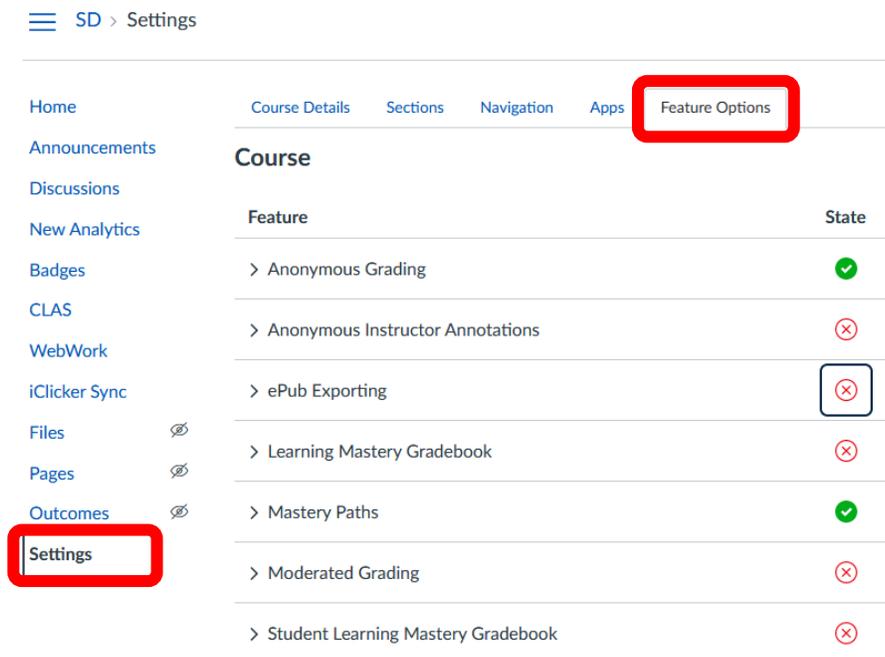
Cancel **Select Content**

Exporting Course Content as ePub file

Use this option if you would like the 'Pages' content to be viewed on an eReader such as iBooks on iPad or an Amazon Kindle.

Note: This option does not download Quiz/Assignment content, Discussion board content, and videos uploaded through Kaltura. For offline course content download, please contact the TLS Team (michelle.zeng@ubc.ca). Also, some links might still need an internet connection to access.

1. Navigate to **Settings** using the **Course Navigation** and select the **Feature Option** Tab.



The screenshot shows the course settings page. The 'Settings' option in the left sidebar is highlighted with a red box. The 'Feature Options' tab in the top navigation bar is also highlighted with a red box. The main content area displays a table of course features with their current states.

Feature	State
> Anonymous Grading	✓
> Anonymous Instructor Annotations	✗
> ePub Exporting	✗
> Learning Mastery Gradebook	✗
> Mastery Paths	✓
> Moderated Grading	✗
> Student Learning Mastery Gradebook	✗

2. Activate ePub exporting by clicking on the '✗' button beside the **ePub Exporting** option. Then the **Enable** button will appear. Then, click on the **Enable** button.

Course Details Sections Navigation Apps Feature Options

Course

Feature	State
> Anonymous Grading	✓
> Anonymous Instructor Annotations	✗
> ePub Exporting	✗
> Learning Mastery Gradebook	Enabled
> Mastery Paths	✓ Disabled
> Moderated Grading	✗
> Student Learning Mastery Gradebook	✗

3. Go to **User Setting** by clicking on your icon and clicking on the **Settings** button.

VS
Vincent Sastra
Logout

- Notifications
- Profile
- Files
- Settings**
- ePortfolios
- Shared Content
- QR for Mobile Login
- Global Announcements

Use High Contrast UI ⓘ

4. Click on **Download Course Content** button

Notifications

Profile

Files

Settings

ePortfolios

Shared Content

QR for Mobile Login

Global
Announcements



Vincent Sastra's Settings

Full Name: Vincent Sastra
This name will be used for grading.

Display Name: Vincent Sastra
People will see this name in discussions, messages and comments.

Sortable Name: Sastra, Vincent
This name appears in sorted lists.

Pronouns: None
This pronoun will appear after your name when enabled

Language: System Default (English (Canada))

Time Zone: Pacific Time (US & Canada)

Ways to Contact

Email Addresses

+ Email Address

Edit Settings

Download Submissions

Download Course Content

5. Click on the **Generate ePub** to Generate the ePub files. This can take a few minutes to complete

Download Course Content

Download Course Content

Downloading course content allows access to content while offline. Content may include files, pages, assignments, discussion topics or quizzes. Click "Generate ePub" for each course and open with any eReader software to view.

Current Courses	
SandBox - Learning Support Team	Generate ePub

6. Download ePub by clicking on the **Download ePub** button

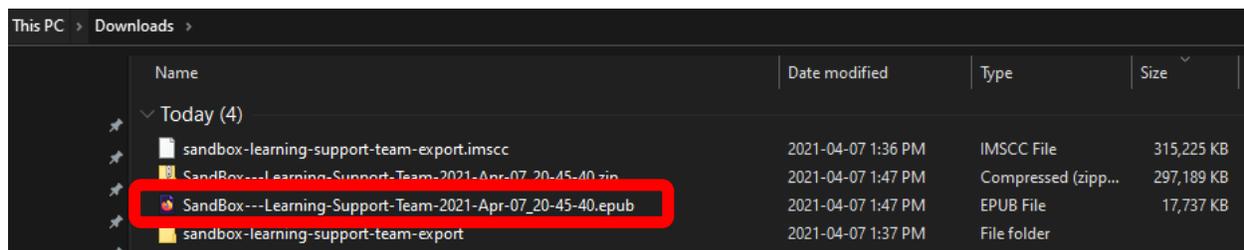
Download Course Content

Download Course Content

Downloading course content allows access to content while offline. Content may include files, pages, assignments, discussion topics or quizzes. Click "Generate ePub" for each course and open with any eReader software to view.

Current Courses	
SandBox - Learning Support Team	Generated: 1:46pm Download ePub Download Associated Files Regenerate ePub

7. ePub file can be seen on your **Downloads** folder with the file name *FULL_COURSE_NAME-YYYY-MM-DD-Timestamp.epub*



8. Unfortunately, the epub file **cannot** be opened by a web browser using eReader extensions. It can only be opened through eReaders such as the iBooks on iPad or Amazon Kindle application.