Exporting Courses from Schoology

For this handout, you will already need to have courses downloaded to your instance of Schoology

- 1. Click on Resources
- 2. Under My Resources Click Add Collection



- 3. Name the collection based on the course
- 4. Locate the course you wish to export from your group resources
- 5. Select the course, click **Copy to**



6. Select Collection

Copy to				×
Collection:	Test Group	Ν	~	
Folder:	Home Math 1 CTE Moodle Test 7th Accel Math 7			

- 7. Click Copy
- 8. Depending on the size of the file, this could take a few minutes
- 9. When complete, Click on Resources, My Resources
- 10. Click on the collection
- 11. From the dropdown, select Export



12. Choose the collection from the dropdown menu

Export Collection		×
Export as:	Common Cartridge (IMSCC) Note: Media Albums and SCORM files will not be included in the export	
Collection:	Math 8	
Folder:	Home Math 1	
	Moodle Test	
	7th Accel Math 7	
	Math 8	

- 13. Click Export
- 14. Click on **Transfer History**

Your export file is currently being generated. You can access a list of your transferred files from your Transfer History area

15. Select **Download** from dropdown menu

Account Settings	Notifications	Privacy Settings	Transfer History	Recycle Bin		
Transfers					Status	Clear all
Math-8.imsc Common Cartr	c idge (IMSCC or ZIP) ·	Jul 21, 2020 at 1:08pm			Complete	☆ ~ × Remove
						± Download

16. Content will be exported out as Common Cartridge