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In this manual we describe how you can backup your Moodle courses to a format that can be imported to Blackboard.

IMPORTANT NOTE:

MOODLE AND BLACKBOARD ARE DIFFERENT SYSTEMS AND THUS, NOT EVERYTHING THAT IS WITHIN YOUR MOODLE COURSE WILL BE SUCCESSFULLY TRANSFERRED TO YOUR BLACKBOARD COURSE.

IT IS RECOMMENDED THAT YOU BACKUP THE FILES FROM YOUR MOODLE COURSES INDIVIDUALLY ON YOUR PC.

Files like PowerPoints, PDF, Word documents, Excel documents, Images, etc., will be transferred successfully.

BLACKBOARD COLLABORATE SESSIONS / RECORDINGS CANNOT BE TRANSFERRED.

EXAMS THAT HAVE QUESTIONS TAKEN FROM QUESTION POOLS, CANNOT BE TRANSFERRED.

For transferring question pools, please refer to the section “prepare your question pools for transferring” which describes how pool of questions can be migrated from Moodle to Blackboard.

Prepare your Question Pools for Transferring

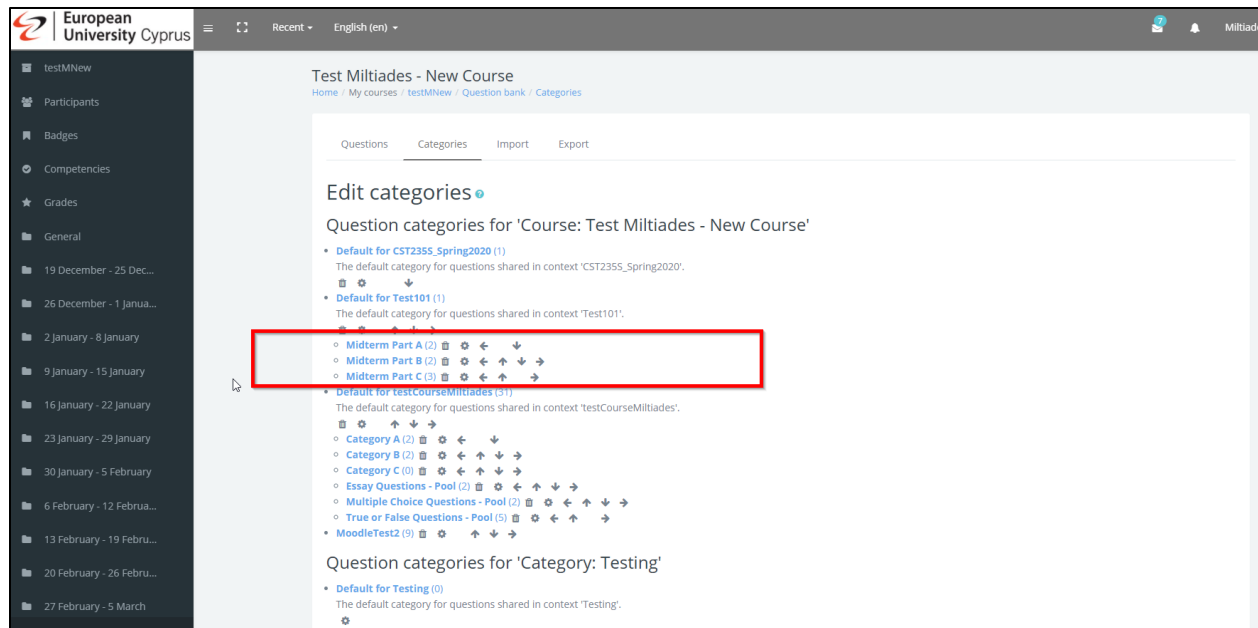
Important Note:

Remember that Moodle and Blackboard are different platforms with different set of settings for creating exams. Thus, transferring exams, or questions, between the platforms will, in most cases, not yield the optimum result.

It is recommended to check the questions your transfer from your Moodle course to your Blackboard course before using them in an exam.

Scenario:

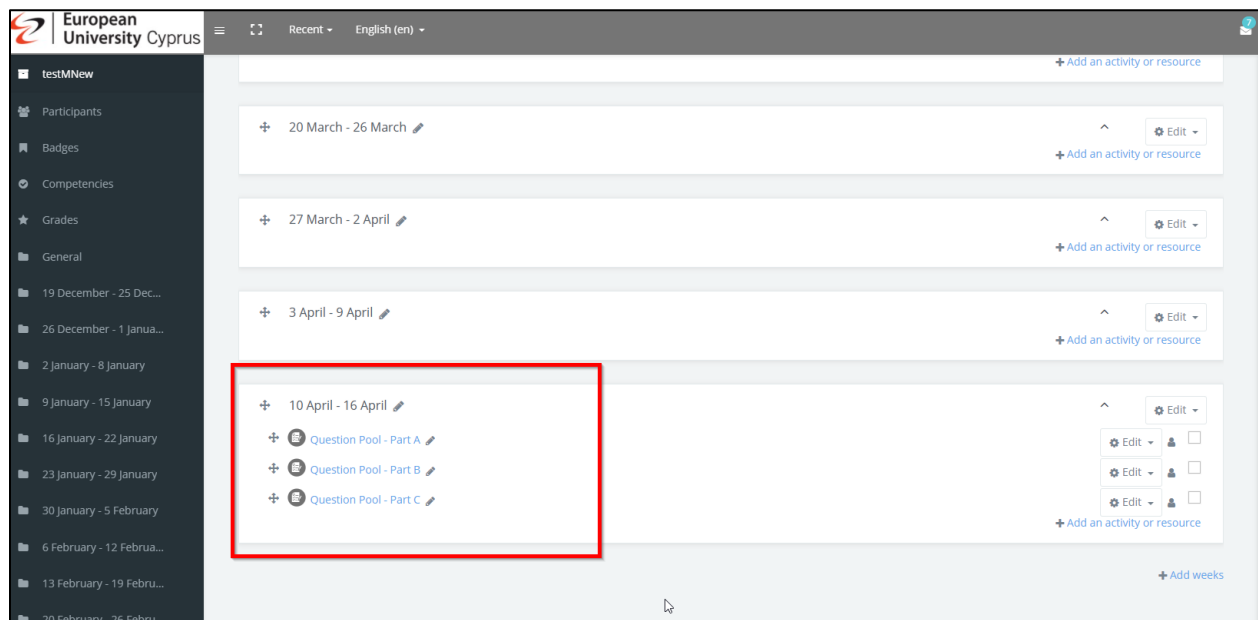
I have a Moodle course which has three question pools in it, and I want to transfer those questions to my Blackboard course.



Steps:

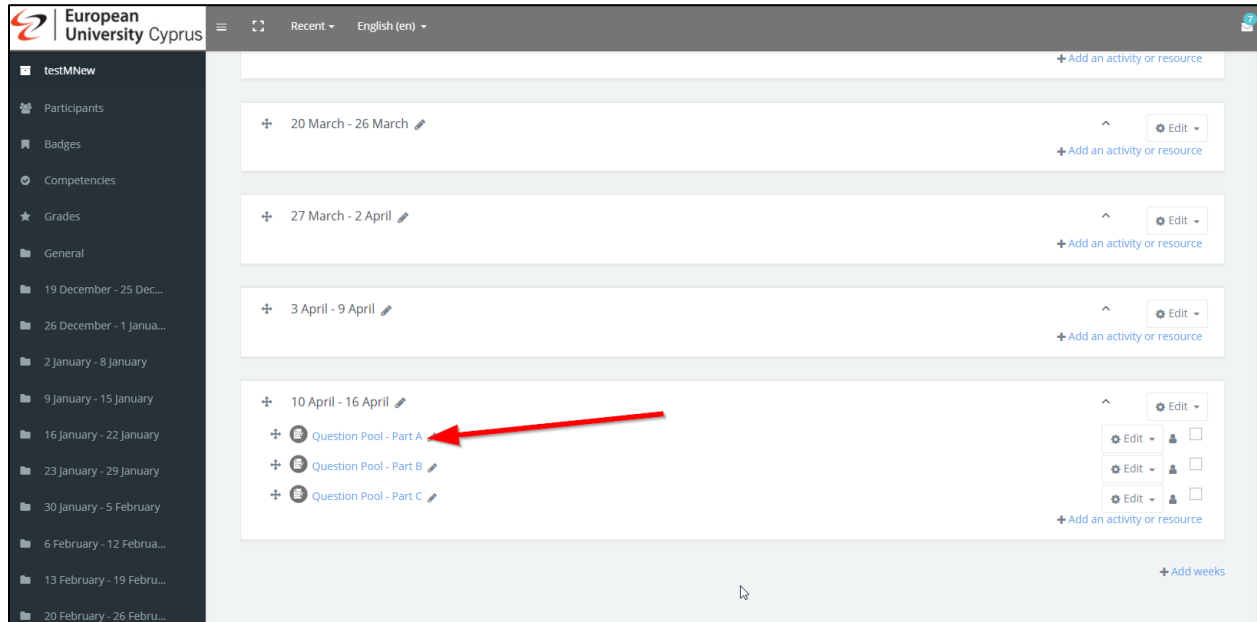
For each question pool that I want to transfer, I must create a dedicated exam in my Moodle course.

In my example, I have three question pools which I want to transfer. So, I must create three exams in my Moodle course. Do not bother with the settings of the exams. We only need to add questions to them.

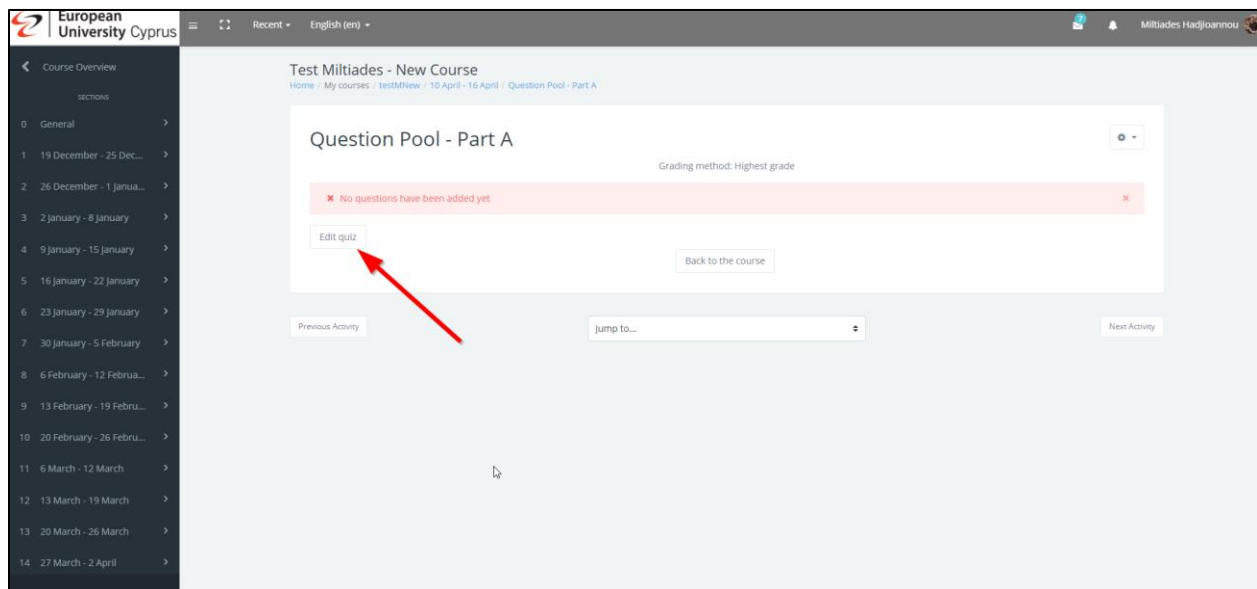


You must add the questions of the first pool to “Question Pool – Part A”, the questions of the second pool to “Question Pool – Part B”, and the questions of the third pool to “Question Pool – Part C”.

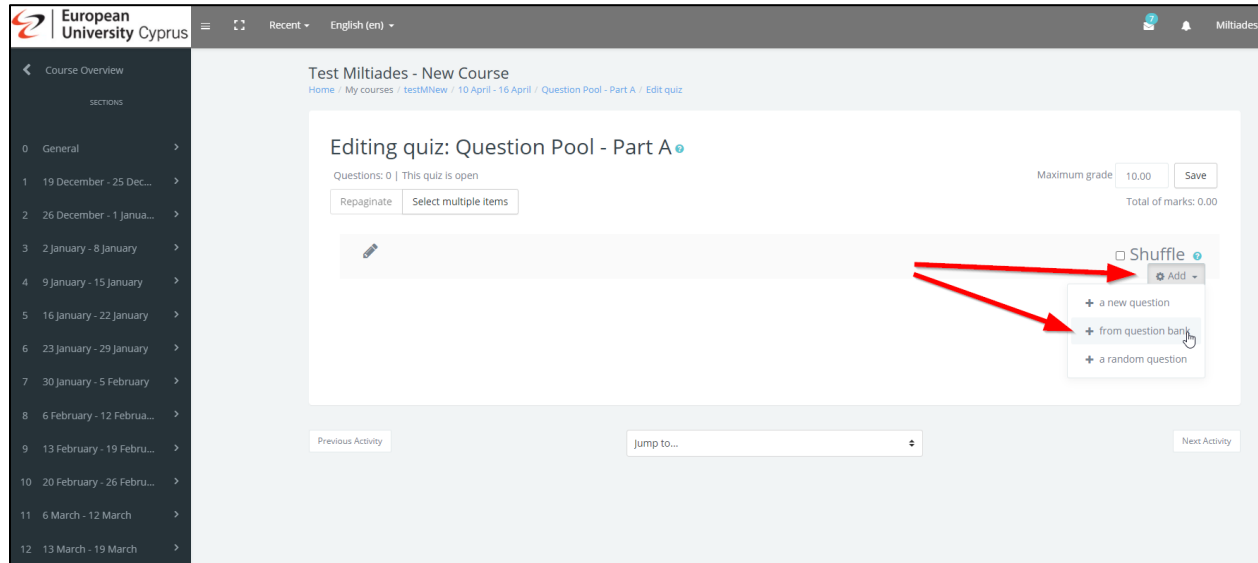
- Click on “Question Pool – Part A”.



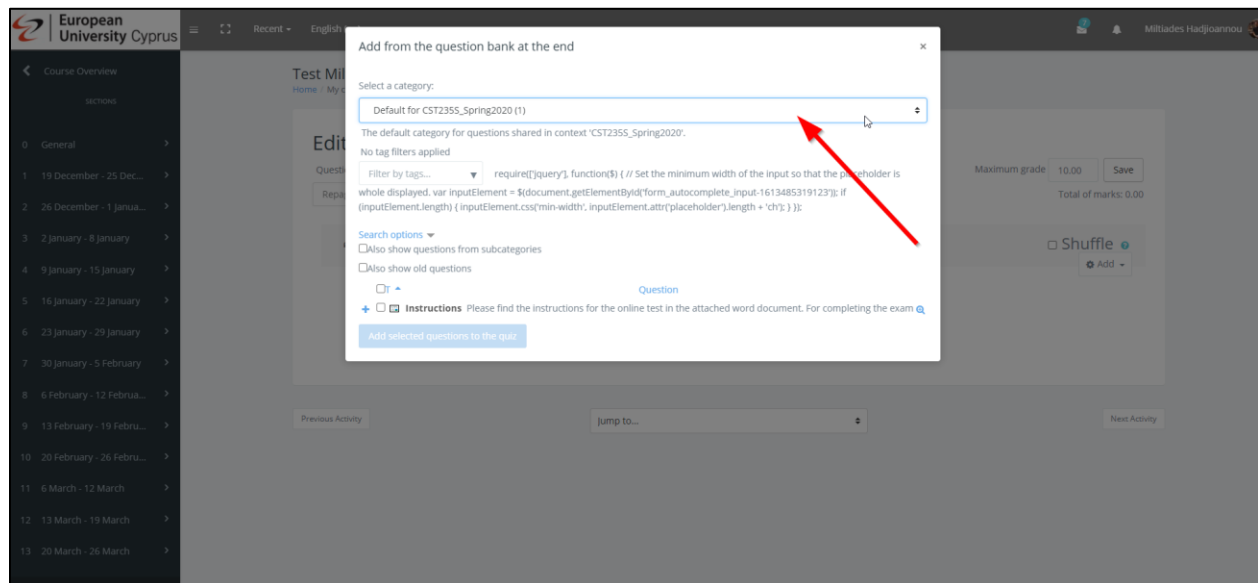
- Click on the “Edit quiz” button to add questions.

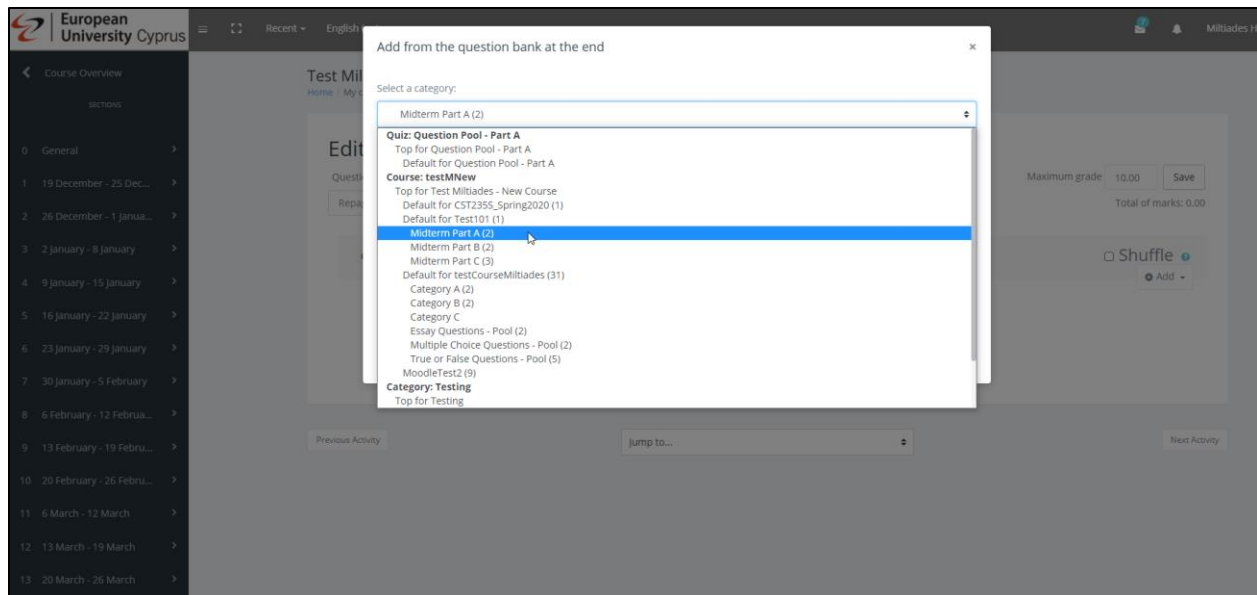


- Click on “Add” -> “from question bank”.

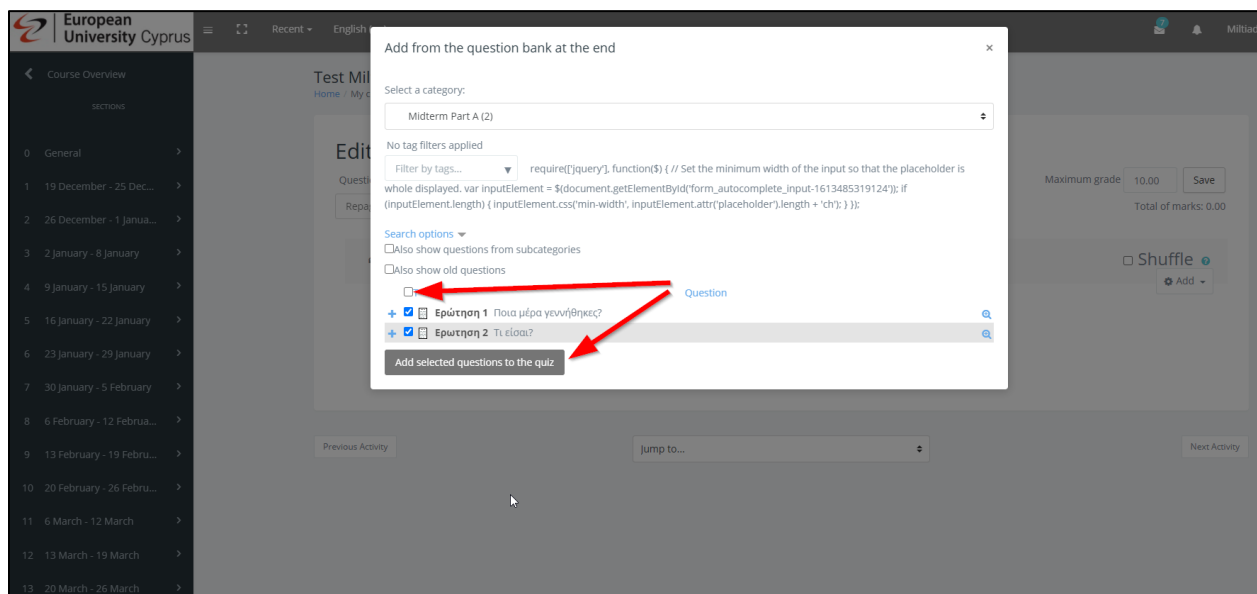


- From the drop-down list, select the pool you want to transfer. In our case, it is the “Midterm Part A” pool which has two questions.

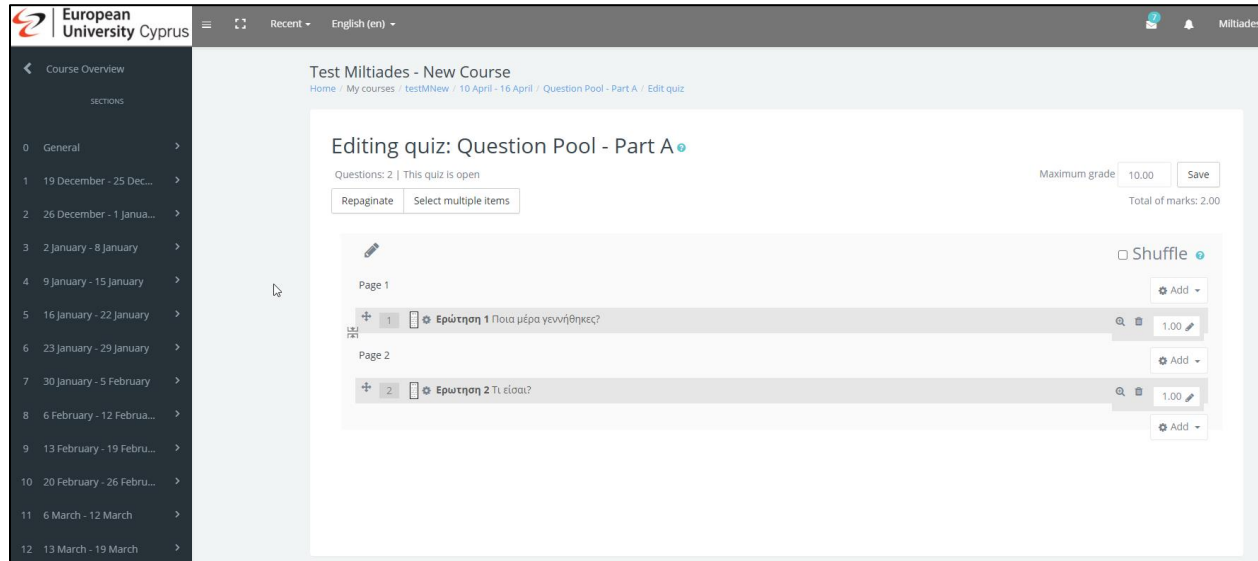




- Select all the questions of that pool.
- Click on “Add selected questions to the quiz”.



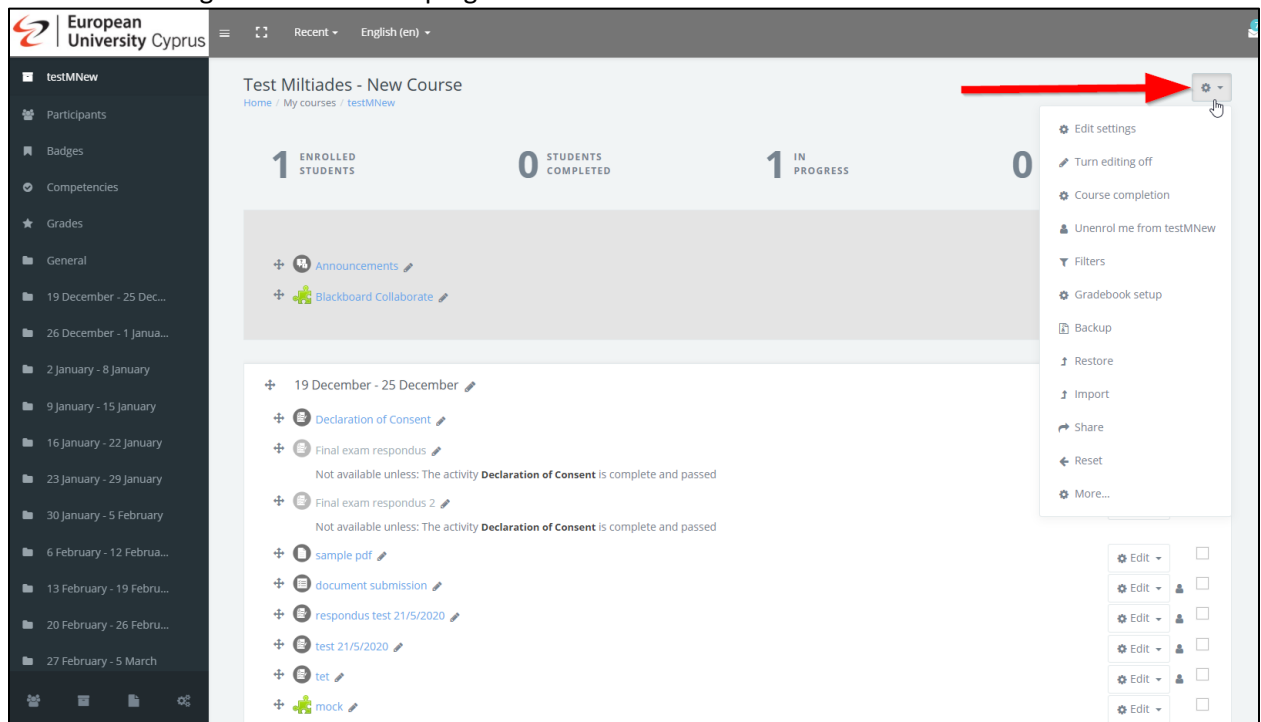
- All the questions from the pool will be added to the quiz.



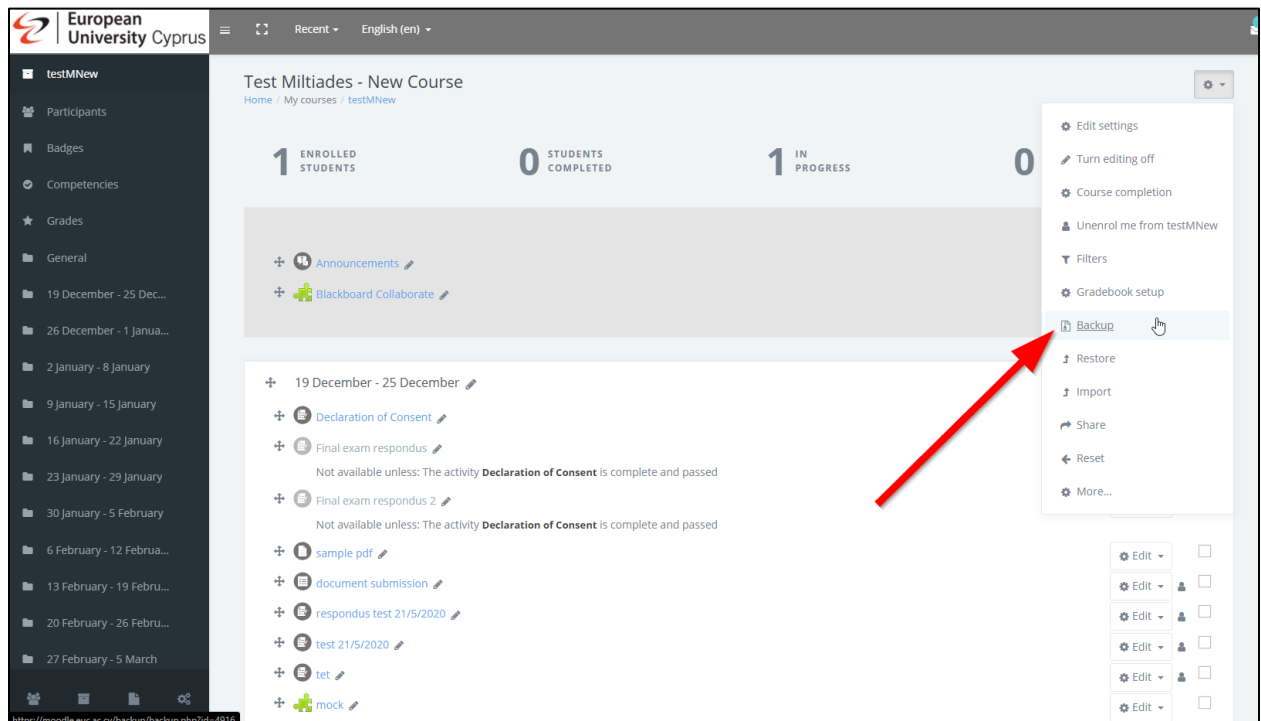
- Do not bother with the settings, grades, etc. of the questions. We only need the questions.
- Repeat the same steps for all the question pools you want to transfer.
- As soon as you are ready, i.e., created an exam for each question pool you want to transfer, please go to the next steps.

Backing Up a Moodle Course

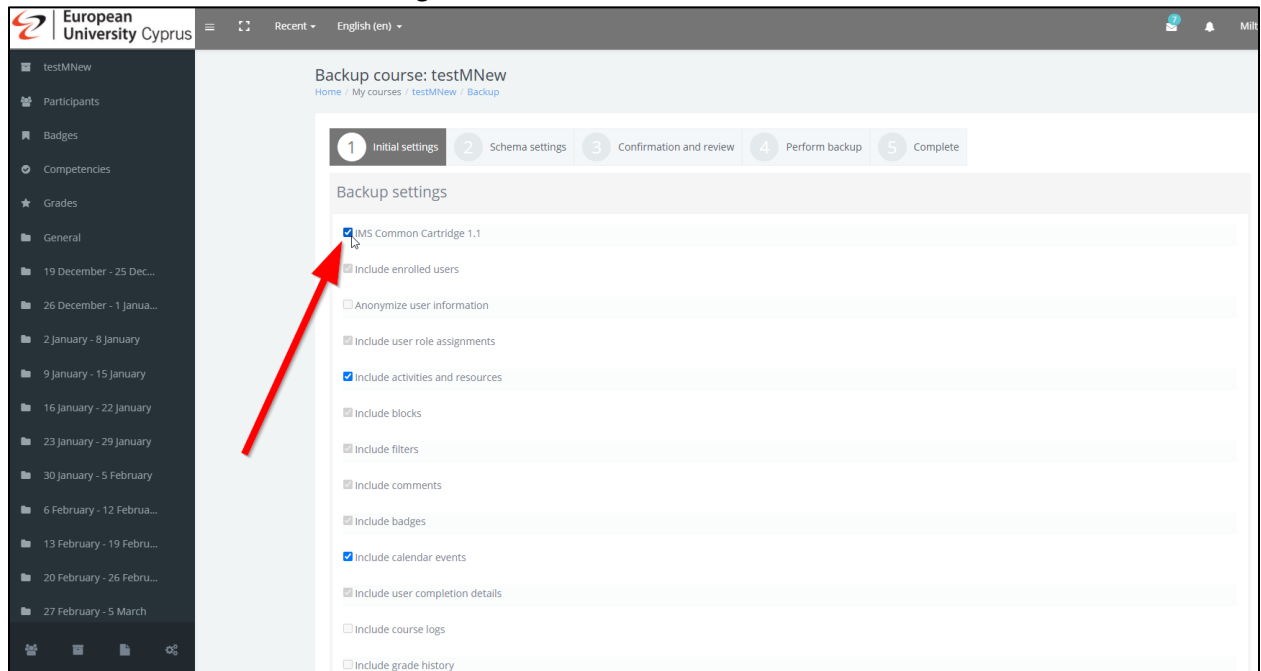
- Go to your course in Moodle.
- Click on the gear icon on the top right corner of the course.



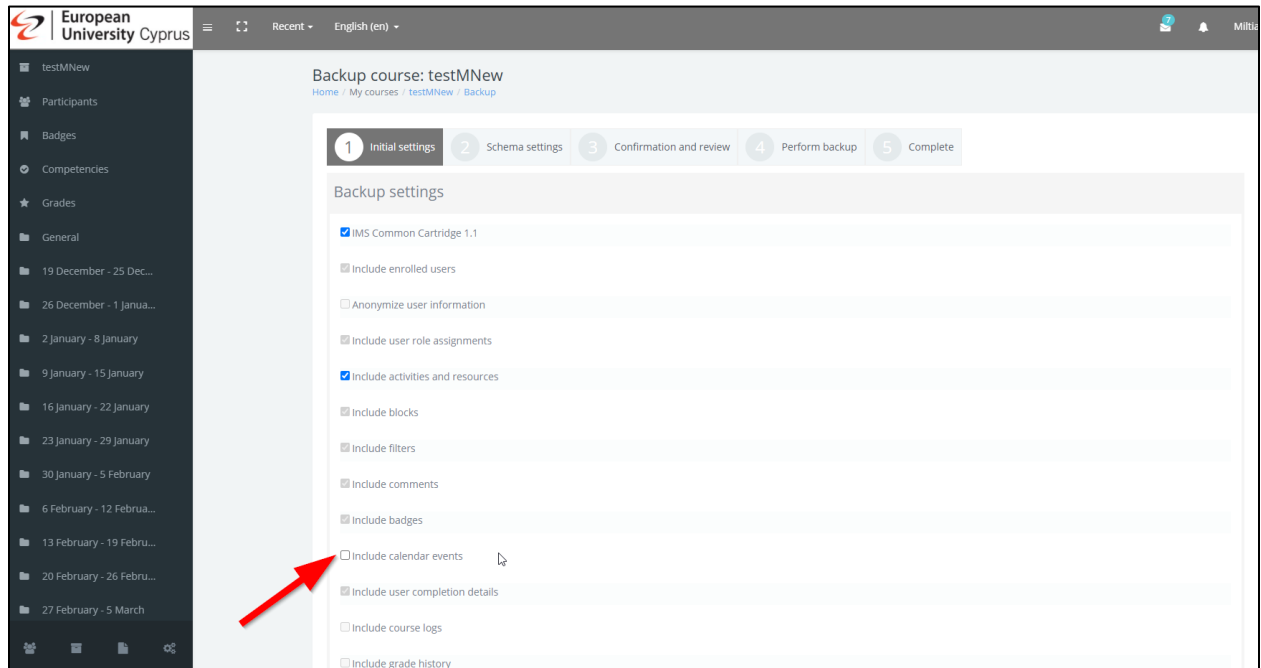
- Click on “Backup”



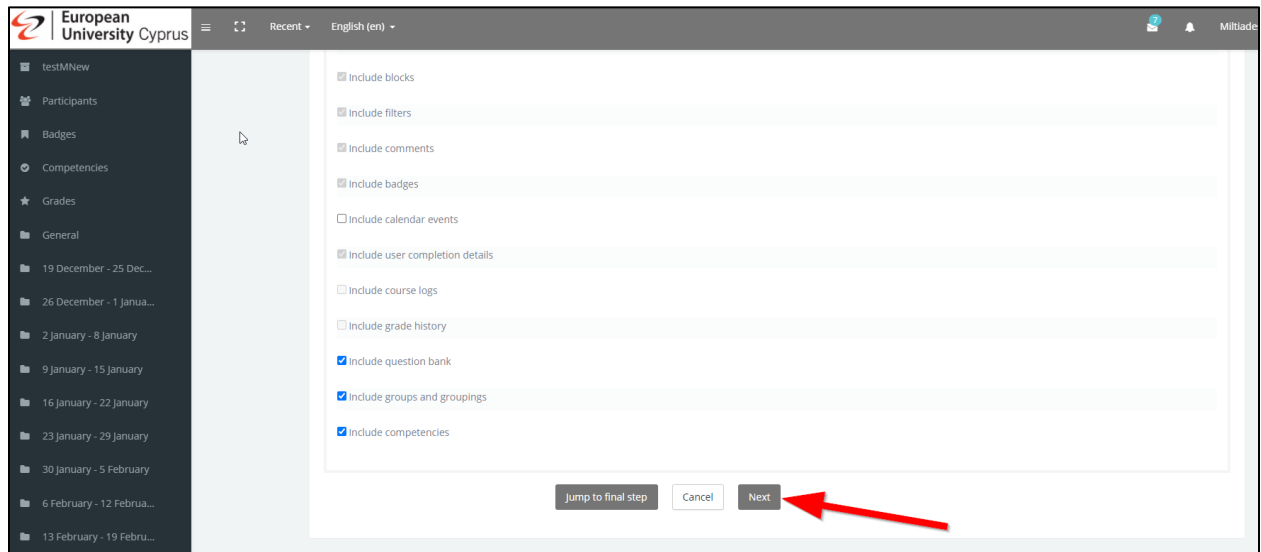
- Click on “IMS Common Cartridge 1.1” to select it.




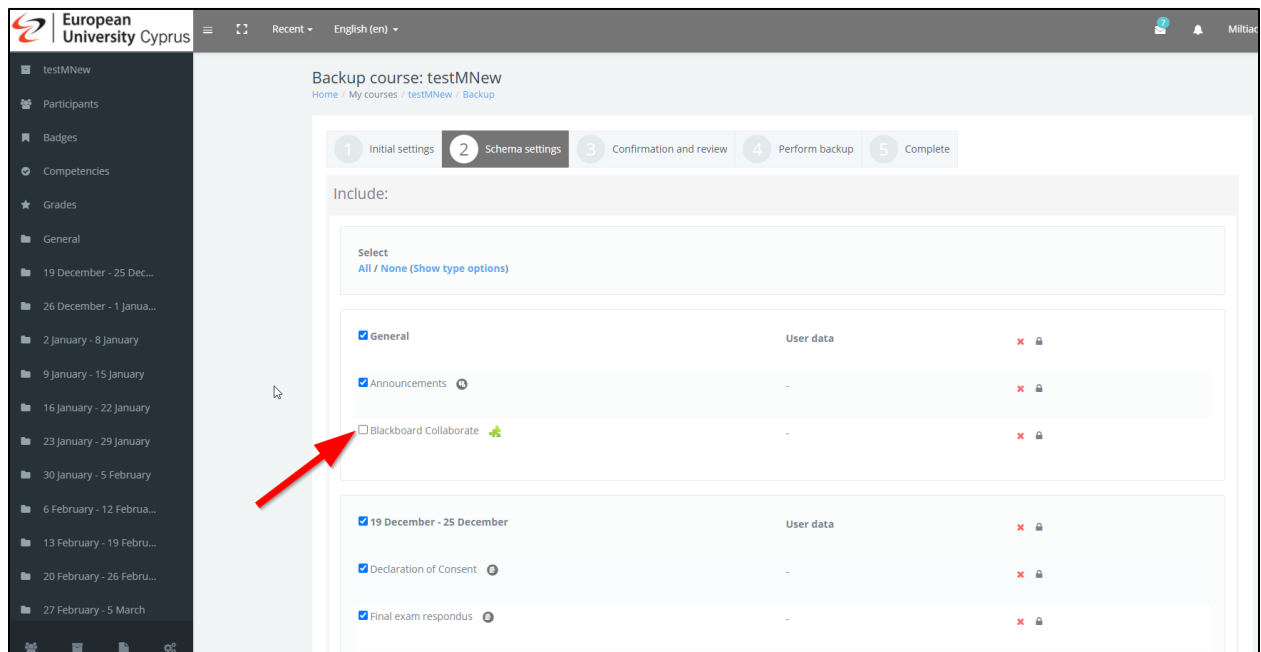
- Unselect the “Include calendar events”.

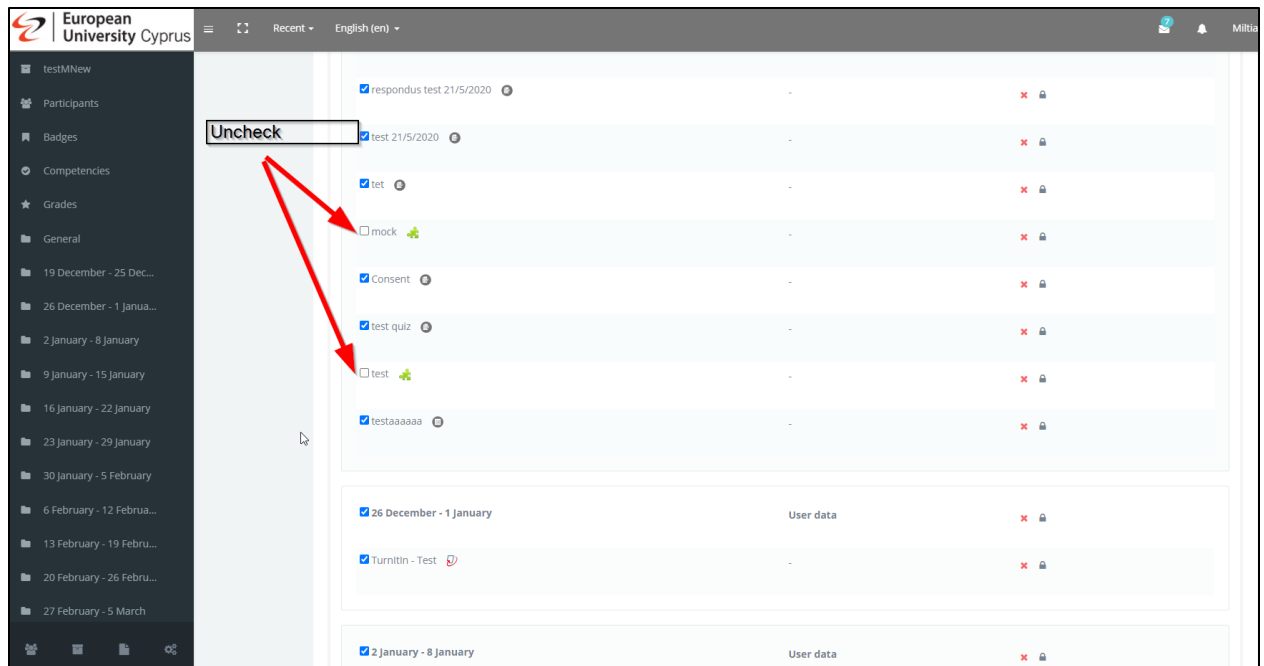


- Click on “Next”

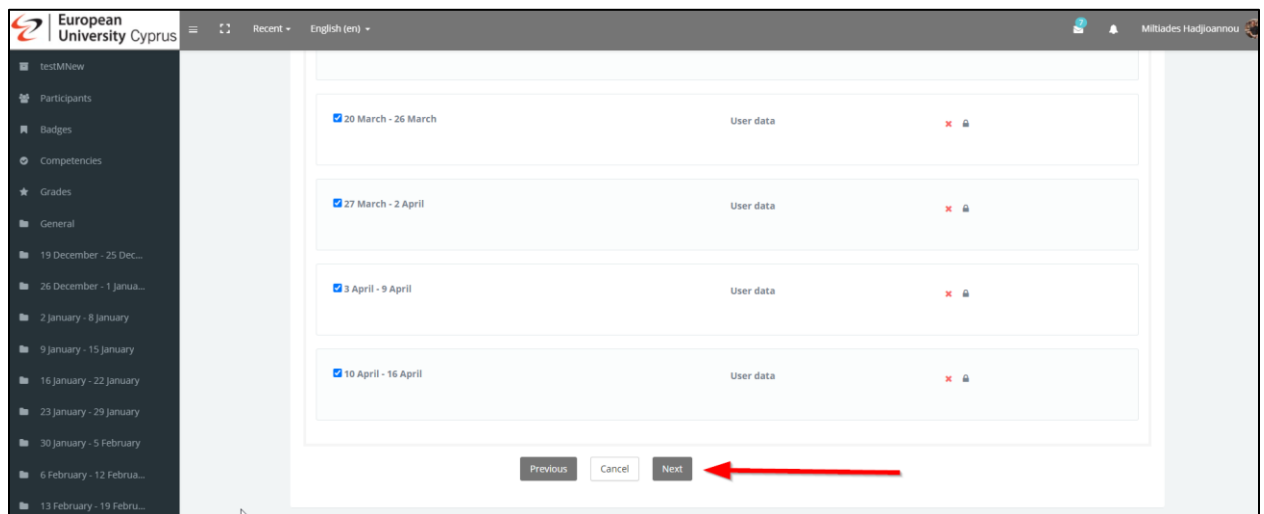


- MAKE SURE TO UNSELECT THE BLACKBOARD COLLABORATE SESSIONS.**
i.e., indicated with the green puzzle piece icon. 





- Select everything that you need from your course's week and click on “Next”.



- On the next page, make sure that everything is selected as per your needs by checking the second column.
If everything is OK, click on “Perform Backup” at the bottom of the page.

European University Cyprus

testMNew

Participants

Badges

Competencies

Grades

General

19 December - 25 Dec...

26 December - 1 Janua...

2 January - 8 January

9 January - 15 January

16 January - 22 January

23 January - 29 January

30 January - 5 February

6 February - 12 Febru...

13 February - 19 Febru...

20 February - 26 Febru...

27 February - 5 March

Include groups and groupings

Include competencies

Included items:

General		User data	
Announcements	✓	-	✗
Blackboard Collaborate	✗	-	✗
19 December - 25 December	✓	User data	✗
Declaration of Consent	✓	-	✗
Final exam responsus	✓	-	✗
Final exam responsus 2	✓	-	✗
sample pdf	✓	-	✗
document submission	✓	-	✗

European University Cyprus

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General

19 December - 25 Dec...

26 December - 1 Janua...

2 January - 8 January

9 January - 15 January

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13 February - 19 Febru...

20 March - 26 March

27 March - 2 April

3 April - 9 April

10 April - 16 April

20 March - 26 March

27 March - 2 April

3 April - 9 April

10 April - 16 April

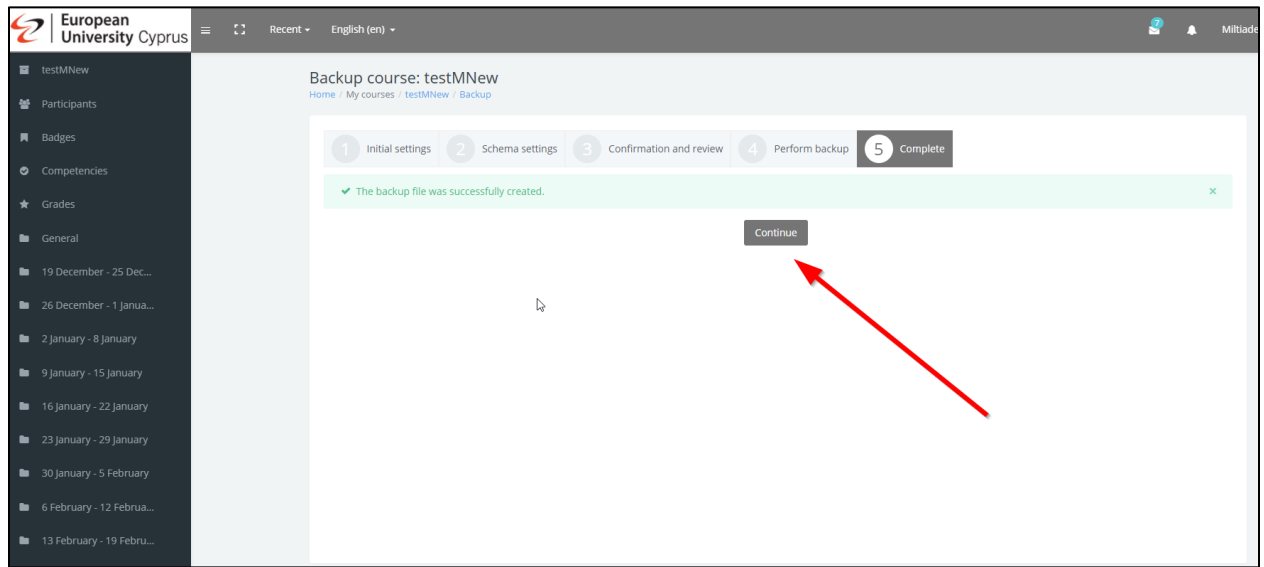
Previous

Cancel

Perform backup

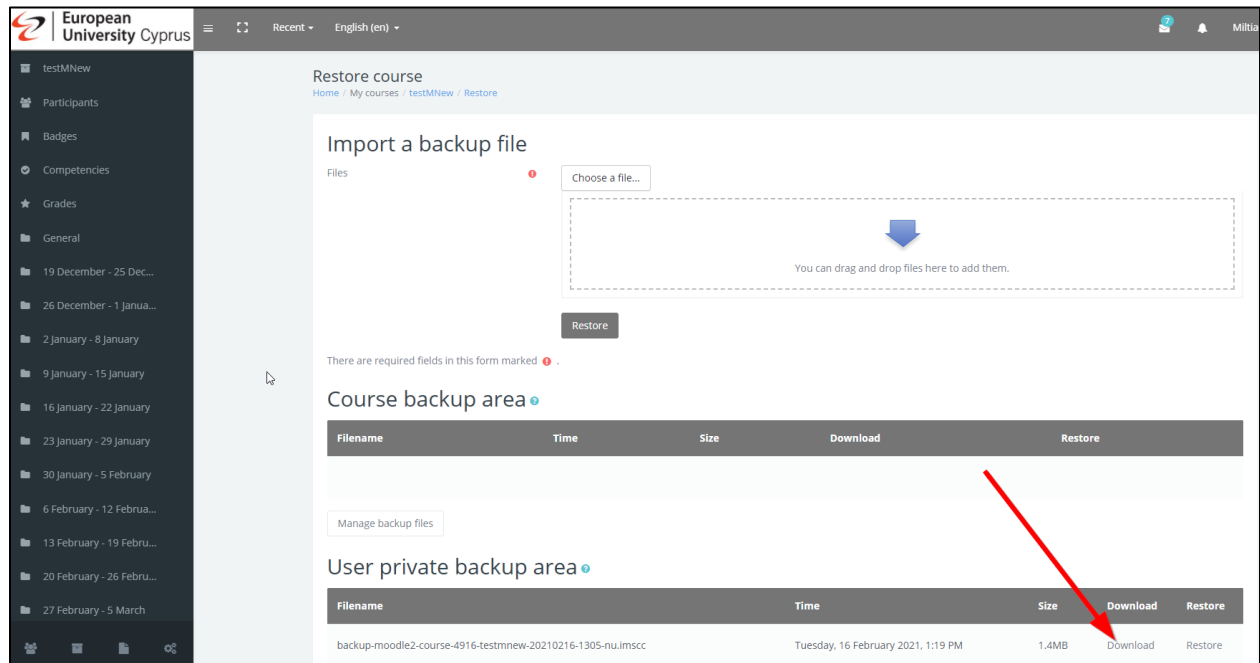
There are required fields in this form marked .

- Click on “Continue”

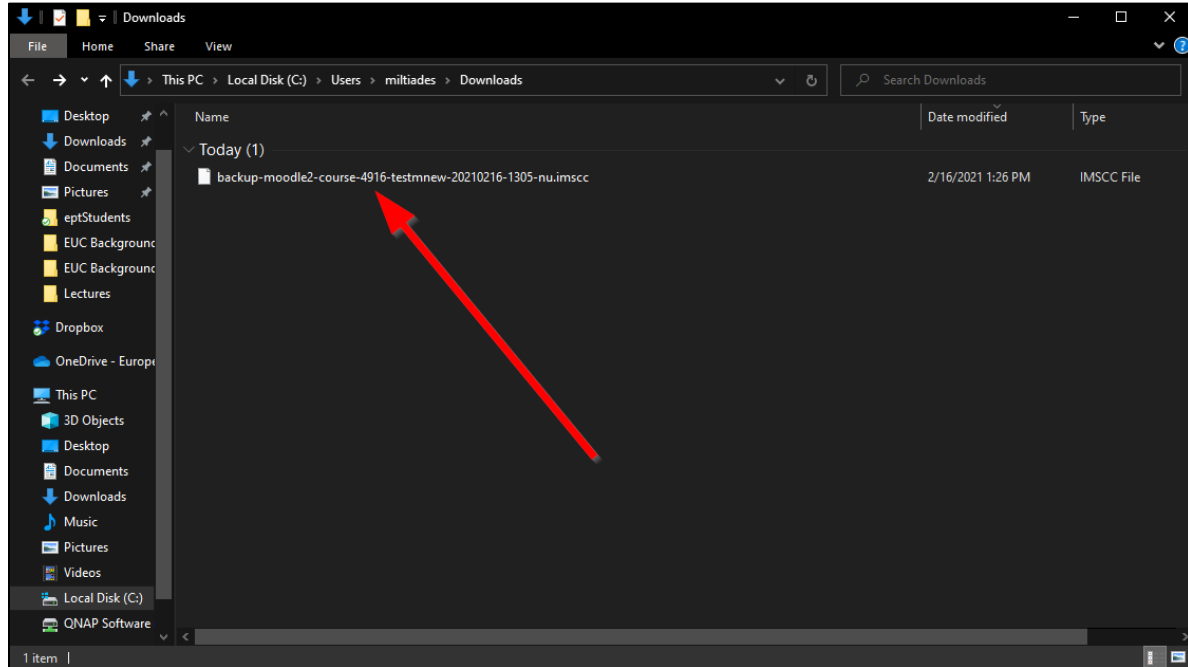


Saving your Backup file on your PC

Click on the “Download” button to download and save your course.

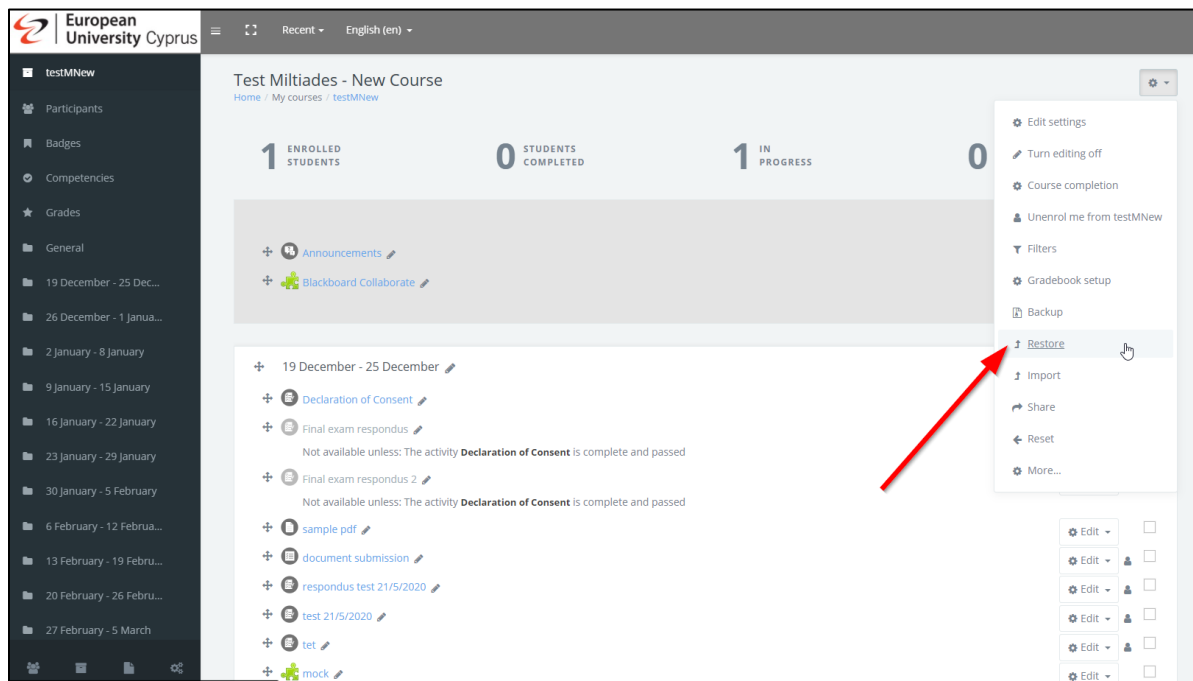


The backup file is now stored on your PC in an “.imsc” format.



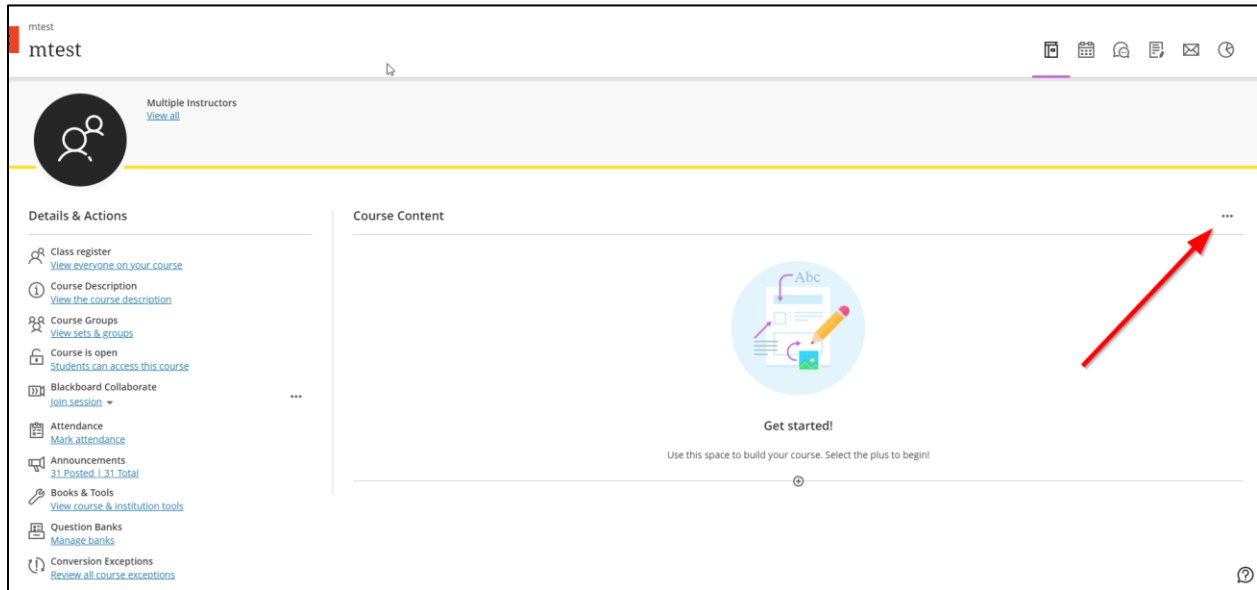
Finding previously saved course backups

If you are in your course’s main page, to access the backup download are, click on the gear icon at the top right corner of the course and then select the “Restore” option where you can find your course’s backup and download it.

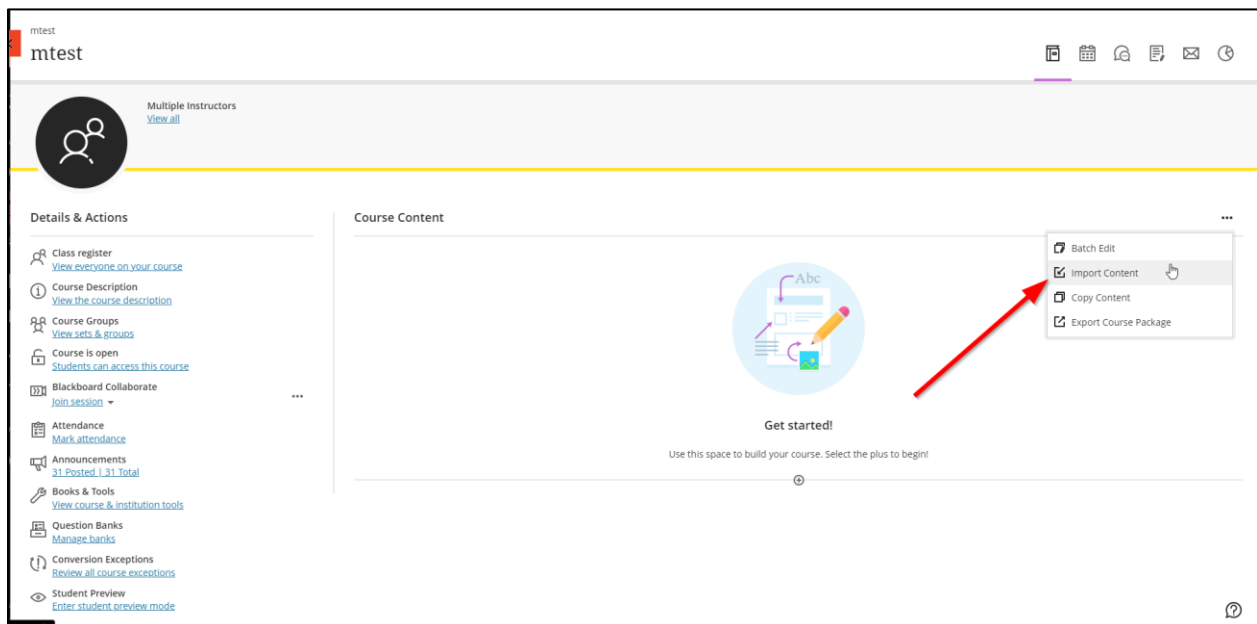


Restore your backed up course on Blackboard Learn Ultra

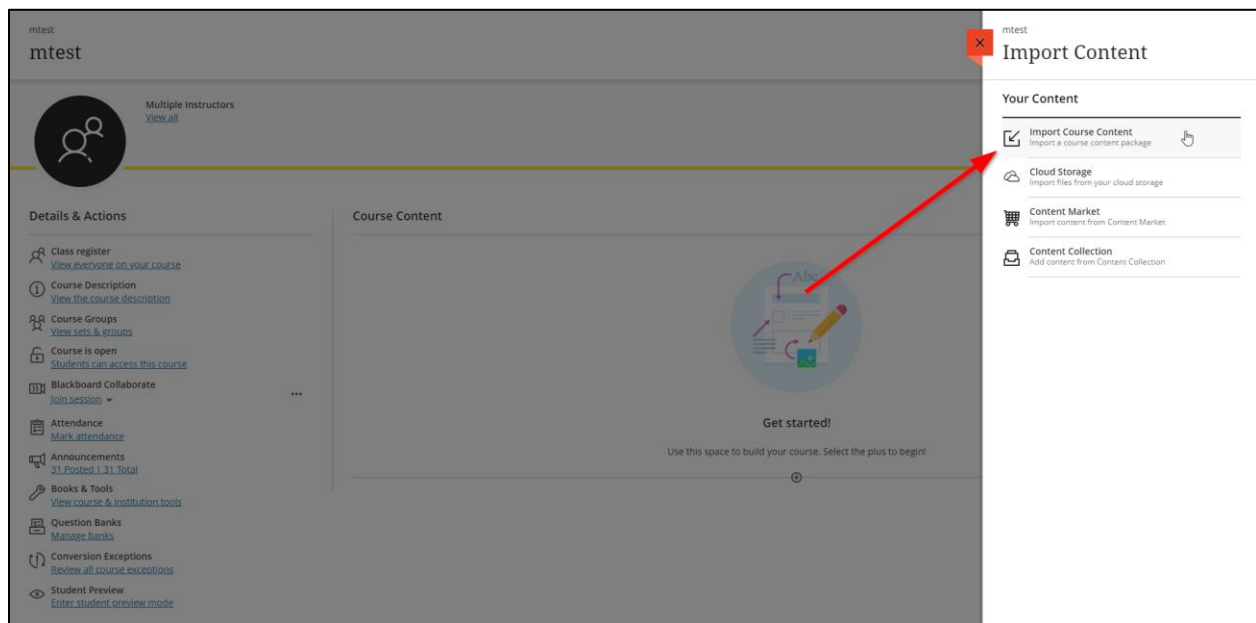
- Go to your course in Blackboard Learn.
- Click on the three dots at the top right corner of your course's content.



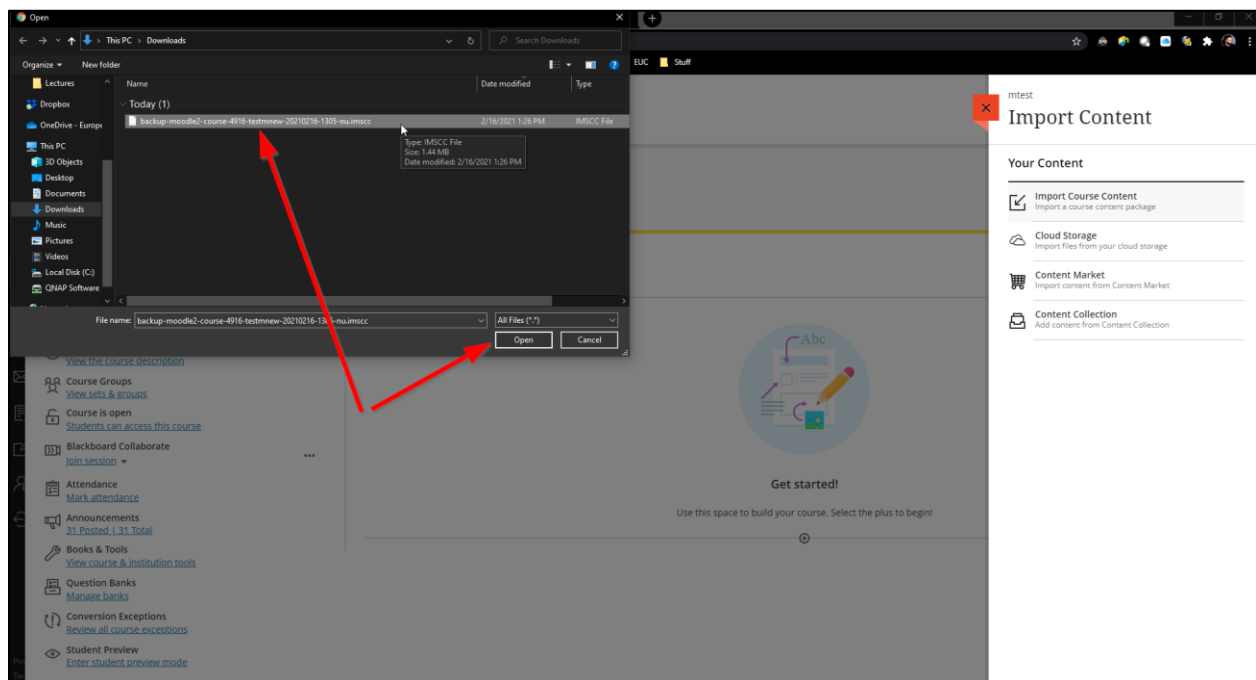
- Click on “Import Content”



- Click on “Import Course Content”

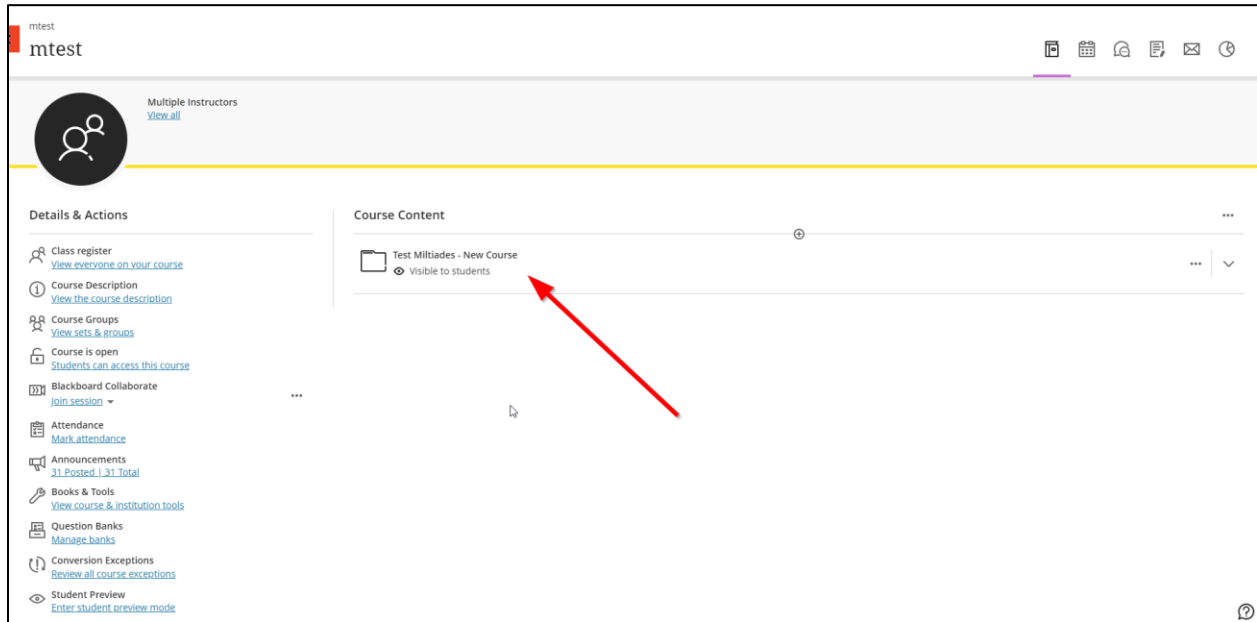


- Locate your backed up course and click on “Open”.

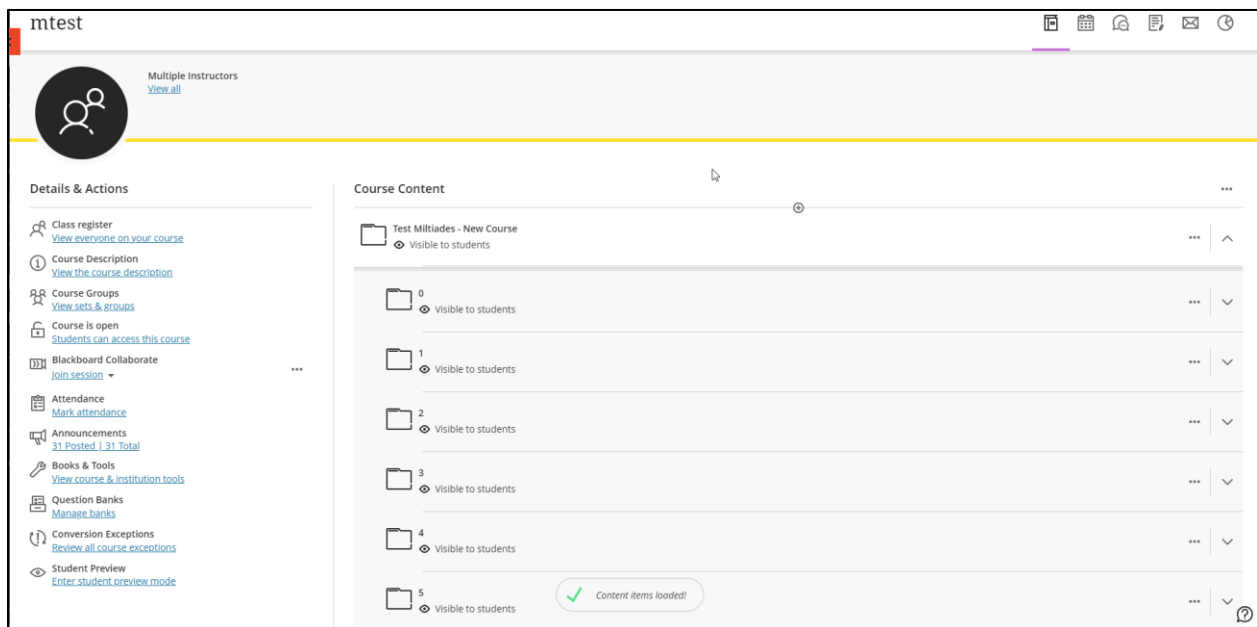


- Wait for a few minutes until the upload is complete.

- Uploaded material will appear in your Blackboard course within a folder.



- Click on the folder to expand its contents and see the transferred data divided in sub folders, depending on the week structure you had in your Moodle course.



- You can open the folders of each week and drag the files you want, by using the arrows on the right of each file accordingly, to rearrange them.

Details & Actions

Class register

[View everyone on your course](#)

Course Description

[View the course description](#)

Course Groups

[View sets & groups](#)

Course is open

[Students can access this course](#)

Blackboard Collaborate

[Join session](#)

Attendance

[Mark attendance](#)

Announcements

[31 Posted | 31 Total](#)

Books & Tools

[View course & institution tools](#)

Question Banks

[Manage banks](#)

Conversion Exceptions

[Review all course exceptions](#)

Student Preview

[Enter student preview mode](#)

Course Content

Test Miltiades - New Course

Visible to students

...

^

0

Visible to students

...

v

1

Visible to students

...

^

Declaration of Consent

No due date

Visible to students

...

sample pdf

Visible to students

...

t1

respondus test 21/5/2020

No due date

Visible to students

...

tet

No due date

Visible to students

...

test quiz

No due date

Visible to students

...