Importing materials from your Canvas sandbox into your Canvas course.

**Step 1:** Locate material you wish to copy and click on three dots on the right side. You may copy individual items or complete modules.

**Step 2:** Select “Copy To...”
Step 3:
Select a Course (Search for course you wish to copy material to) THEN
Select Module (optional) if you wish for it to go to a specific module THEN
Select Place you wish to place copied material.

Step 4:
Select “Copy” and receive Green checkmark successfully copied.