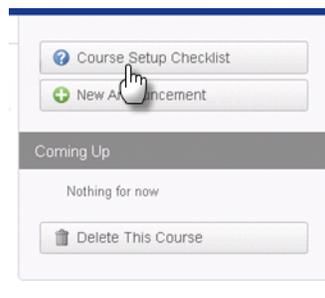Mc Graw Hill **Higher Education**

Import Blackboard 6 Content into Canvas
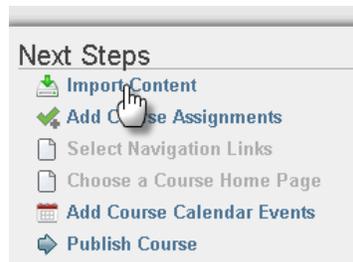
Canvas Import

Once you have downloaded the Blackboard 6 backup file provided . . .

1. Log into your Canvas account.

2. Click on the course you want to add the Blackboard 6 content to.

3. If you do not have it open, open **Course Setup Checklist** (top right).

4. Click **Import Content** (bottom Left).

5. Click **Import content from a content package or from another system**.

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6. Choose **Blackboard 6/7/8/9 export .zip file**, click **Choose File** to browse for the Blackboard 6 backup file you downloaded, and click **Import Course**.

Please Note: Check **Choose which parts of the course to migrate** in order for Canvas to extract the areas you select. Not all courses will have these features. After Canvas has finished extracting, you can decide exactly which items from each are to import into your course.

7. You will receive a confirmation screen one the course content has been uploaded.

Please Note: Your content has not been added to your course yet; shortly you will have the option to select the content you want copied into your course once the course content has been uploaded.

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8. To check the status of your course content upload, click **View Migrations** under **Migrate From Another System** option.

Test_McgrawHill 〉Content Imports 〉Migrate From Another System

Migrate from Another System

We have integrated with other Learning Management Systems to provide a simple and automated migration process. If you see your current system in the list select that option and provide the requested information. We'll extract the content from your course, and you can then specify which parts you'd like to have added to your new course.

There are previous migrations for this course: View Migrations

Choose the system you want to migrate from ▼

9. Once the content has been uploaded, you will have the **. . . export . zip migration – Click here to choose the content to import option** after clicking **View Migrations**.

10. Ensure **Copy Everything** is checked in order to import all the course content available scroll to the bottom to select **Import Course Content**.

Test_McgrawHill 〉Content Imports 〉Migrate From Another System

Copy From null

Select the content you'd like copied into this course. At the bottom you can also choose to adjust all dates for migrated items in case you've moved on to a new semester.

☑ ✔ Copy Everything
☑ ⊙ Quizzes

  ☑ Chapter 13: Multiple Choice Quiz
  ☑ Chapter 03: Multiple Choice Quiz
  ☑ Chapter 08: Multiple Choice Quiz
  ☑ Chapter 05: Multiple Choice Quiz

☑ 📁 Content Folders

  ☑ Home Page
  ☑ External Links
  ☑ Assignments
  ☑ Course Information
  ☑ Course Documents
  ☑ *Premium Content
  ☑ Glossary
  ☑ *Manager's Hot Seat
  ☑ *Self-Assessment Exercises
  ☑ *Test Your Knowledge Exercises
  ☑ Chapter 1: Human Resources in a Globally Competitive Business Environment
  ☑ *Premium Content
  ☑ Multiple Choice Quiz

☑ ⊙ Assignment Groups

  ☑ Assignment
  ☑ Attendance
  ☑ Essay
  ☑ Exam
  ☑ Extra Credit
  ☑ Final Exam
  ☑ Group Project
  ☑ Homework
  ☑ Quiz
  ☑ Survey
  ☑ Total
  ☑ Weighted Total

☑ Adjust events and due dates

  null dates range
  from Jun 15 📅 to Jun 15 📅
  This Course dates range
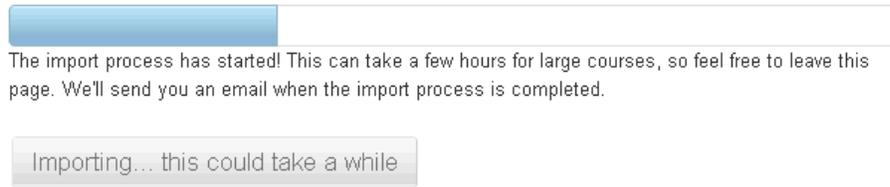 from _____ 📅 to _____ 📅

  You can also explicitly define day substitutions to adjust for changing class schedules (i.e. move everything that was on Mondays to now happen on Tuesdays)
  ⊕ Define a day substitution

  [Import Course Content]

Higher Education

11. . A progress bar will appear to show your course content being loaded.

The import process has started! This can take a few hours for large courses, so feel free to leave this page. We'll send you an email when the import process is completed.

Importing... this could take a while

12. Once the content has been loaded, you will automatically be send back to the course homepage and see a confirmation message that the import was successful.

Please Note: The Test Banks and/or Chapter Practice Quizzes are loaded into the **Quizzes** section (if available).

Test_McgrawHill › Quizzes

Unpublished Quizzes

Home
Announcements
Assignments
Discussions
Grades
People
Chat
Pages
Files
Syllabus
Outcomes
Quizzes
Modules
Conferences
Collaborations
Settings

**Chapter 01: Multiple Choice Quiz**
5 Questions

Chapter 02: Multiple Choice Quiz
5 Questions

Chapter 03: Multiple Choice Quiz
5 Questions

Chapter 04: Multiple Choice Quiz
5 Questions

Chapter 05: Multiple Choice Quiz
5 Questions

Chapter 06: Multiple Choice Quiz
5 Questions

Chapter 07: Multiple Choice Quiz
5 Questions

Create a New Quiz
Manage Question Banks
Publish Multiple Quizzes

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Canvas Test Creation

1. From the Course Home Page, click **Quizzes** and select **Create a New Quiz**.
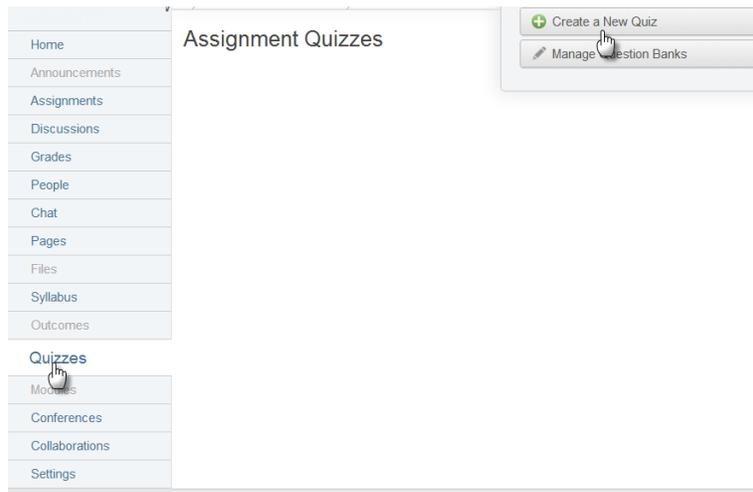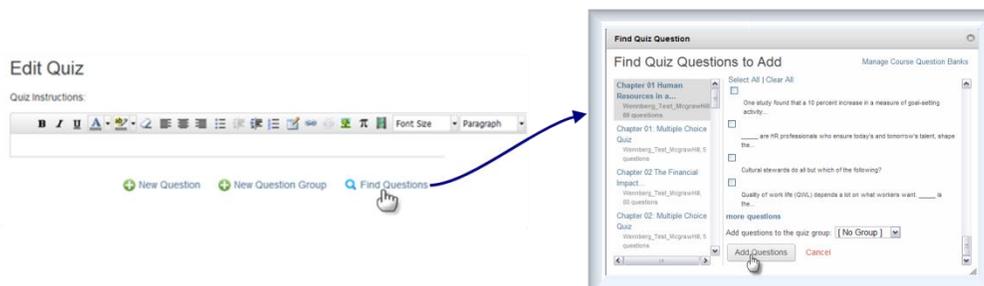

2. Update **Quiz Options** for this test and click **Save Settings**.
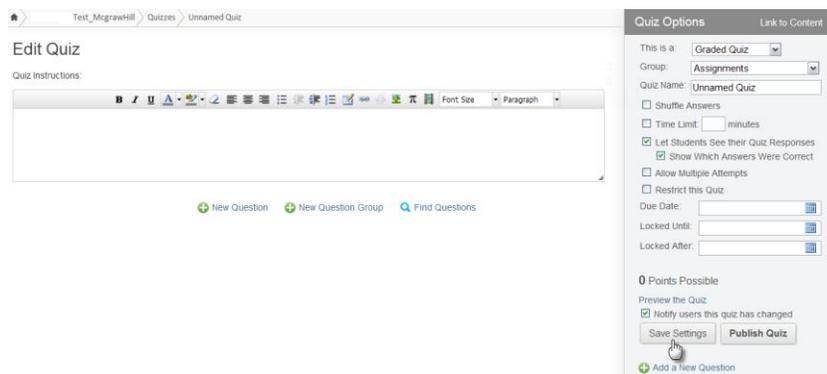
3. Click **Find Questions**, to locate the questions from the **Question Library.** Check the questions for the test and select **Add Questions.**

Please Note: Chose a chapter to select questions from that chapter Test Bank.

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Publish Test to Canvas Quizzes Area

1. Within the **Edit Quiz** area from Step 2 of the *Canvas Test Creation* instructions, select **Publish Quiz**.

Please Note: The Test will be published in the quizzes area.