



How can I upload a course to my Moodle?

It's possible to save a course created on one Moodle site and upload it on a different Moodle site to adapt and reuse.

When you save your course, the process is called 'backup' and when you add it or upload it to a different site the process is called 'restore'.

Make sure the course backup ends in .mbz. If it ends in nu-mbz that means it is a backup without any users, which is fine.

Click Site administration / Courses / Restore course

Upload or drag in the file, click Restore... check all the settings and click Continue.

The next screen is for deciding if the course should be uploaded as a new course - in which case a category must be selected or if the backup should be restored into an existing course somewhere on the site.

If so, choose the course and decide if the backup should replace or be added to existing content.

We'll restore as a new course.

Clicking Continue then displays another screen to check the settings and we press Next again. The name and details of the course can be edited and specific activities selected, if desired, and then after a final check we press Perform restore. Once the process is complete, there is a green success message and the new course is now available.

To summarise:

An existing course (.mbz) may be uploaded and adapted by using the 'Restore' process.