

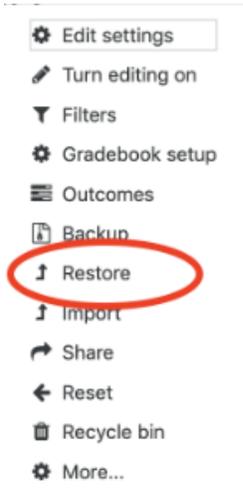
Course: Restore from a Backup

For instructions just on restoring once you have a [course backup](#), follow these steps:

See also [Course: Import](#)

Step-by-step guide

1. From the course page, click the **Restore** link in the **gear** icon (top right).



2. From this page you can **Import a backup file** to restore by uploading the backup file (.mbz file), then click the **Restore** button; or
3. Restore a backup file listed in your **Course backup area**, **User private backup area**, or **Automated backups**: Select the backup file you wish to restore in the list, and then click on the **Restore** link to the right to begin the restore process.
4. Check the backup details, then scroll down to click **Continue** at the bottom of the screen.
5. You can **Restore into this course** (that you are currently in) or **Restore into an existing course** of yours. Select the option to either **Merge the backup course into this/existing course** or **Delete the contents of this/existing course and then restore** then click **Continue**.
 - a. Merge is a good option for protecting any existing materials and content in the course and simply adding your backup file materials.
 - b. Delete will erase everything first and then restore the backup file so only the restored content remains.

1. Confirm → 2. Destination → 3. Settings → 4. Schema → 5. Review → 6. Process → 7. Complete

Restore into this course

Merge the backup course into this course

Delete the contents of this course and then restore

[Continue](#)

Restore into an existing course

Merge the backup course into the existing course

Delete the contents of the existing course and then restore

Select a course

Course short name	Course full name
<input type="radio"/> C I2300107-11989201910 (SPRING 2019)	C I2300-107_TEACHING LEARNING DIGITAL AGE (SPRING 2019)
<input type="radio"/> C I2300114-12224201840 (FALL 2018)	C I2300-114_TEACHING LEARNING DIGITAL AGE (FALL 2018)
<input type="radio"/> C I2300350-15380201840 (FALL 2018)	C I2300-350_TEACHING LEARNING DIGITAL AGE (FALL 2018)

[Continue](#)

6. Scroll down to review the items to be restored, then click **Next**.
7. Scroll down to click **Perform restore**; or click **Cancel** to abandon restoring the course.
8. After waiting for the restore process to complete, a success message should display.
9. Click **Continue** and you should see the content has been successfully moved into the destination course.

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