Course templates

It is possible, from *Administration>Site Administration>Courses>Upload courses* to specify a course and settings to use as template for future courses.

Default blocks for new courses can also be configured in config.php.

Using an existing course as a template

First, create or locate on your Moodle the course you wish to use as a template and make a note of its shortname. A template course might for example have common headings or section summaries or policy agreements used throughout the site for consistency.

*Note that only the content of the course will be restored; not its settings. Settings are added separately.*

Method 1

* Create your csv file. See [Upload courses](https://docs.moodle.org/31/en/Upload_courses) for accepted fields.
* From *Site administration>Administration>Courses>Upload courses*, add your file.
* Preview it and scroll down to 'Course process'. In the box 'Restore from this course after upload', add the shortname of your template course.
* If you are creating several courses using the same template and you wish them all to have the same settings, you can specify these in the Default course values.
* Upload your csv file.

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| [https://docs.moodle.org/31/en/images_en/thumb/c/c5/template1.png/400px-template1.png](https://docs.moodle.org/31/en/File:template1.png)  Adding shortname of template course |  | [https://docs.moodle.org/31/en/images_en/thumb/1/14/26defaultcoursevalues.png/300px-26defaultcoursevalues.png](https://docs.moodle.org/31/en/File:26defaultcoursevalues.png)  Default course values |

Method 2

* All the settings and the chosen template course can be specified in the csv file you create. Use *templatecourse* as the field for your chosen template course, and use the course shortname. See [Upload courses](https://docs.moodle.org/31/en/Upload_courses) for full list of fields you can include.
* Here is an example of a csv file for restoring a course to be used as a template. It specifies for example the theme, language, enrolment method and alternative names for student and teacher.

shortname,fullname,category,newsitems,theme,lang,format,enrolment\_1,enrolment\_1\_role,role\_student,role\_teacher,templatecourse

Knit,Knitting,2,0,afterburner,fr,topics,manual,student,NewKnitter,MasterKnitter,OMT

* Go to Administration>Site administration>Courses>Upload courses and add your csv file.

Using a backup course as a template

It is possible during the process of creating courses with a csv file in *Site administration>Administration>Courses>Upload courses* to specify and upload a backup file to be used as a template.

* Create your csv file. See [Upload courses](https://docs.moodle.org/31/en/Upload_courses) for accepted fields.
* From *Site administration>Administration>Courses>Upload courses*, add your file.
* Preview it and scroll down to 'Course process'. In the box 'Restore from this file after upload', add the backup file you wish to use as the template.
* If you are creating several courses using the same template and you wish them all to have the same settings, you can specify these in the 'Default course values' section.
* Alternatively, you can specify the course settings (such as format, enrolment methods, language) in the csv file. This method is useful if you wish different courses using the same template to have different settings.
* Upload your csv file.

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| [https://docs.moodle.org/31/en/images_en/thumb/3/3c/template2.png/400px-template2.png](https://docs.moodle.org/31/en/File:template2.png)  Uploading a template course |