

Backing up (archiving) course.

Courses may be made copied for archiving by using the [Course backup](#) feature and including user details (assignment submissions, forum posts etc) (Note that this would be done by the administrator, as a regular course teacher is not allowed, for security reasons, to back up courses with user details.) The courses can then be stored either externally on a disc or within Moodle in a category named, for instance, "Archives" which can be hidden from regular users. The original course may then be "reset" for a new intake of students.

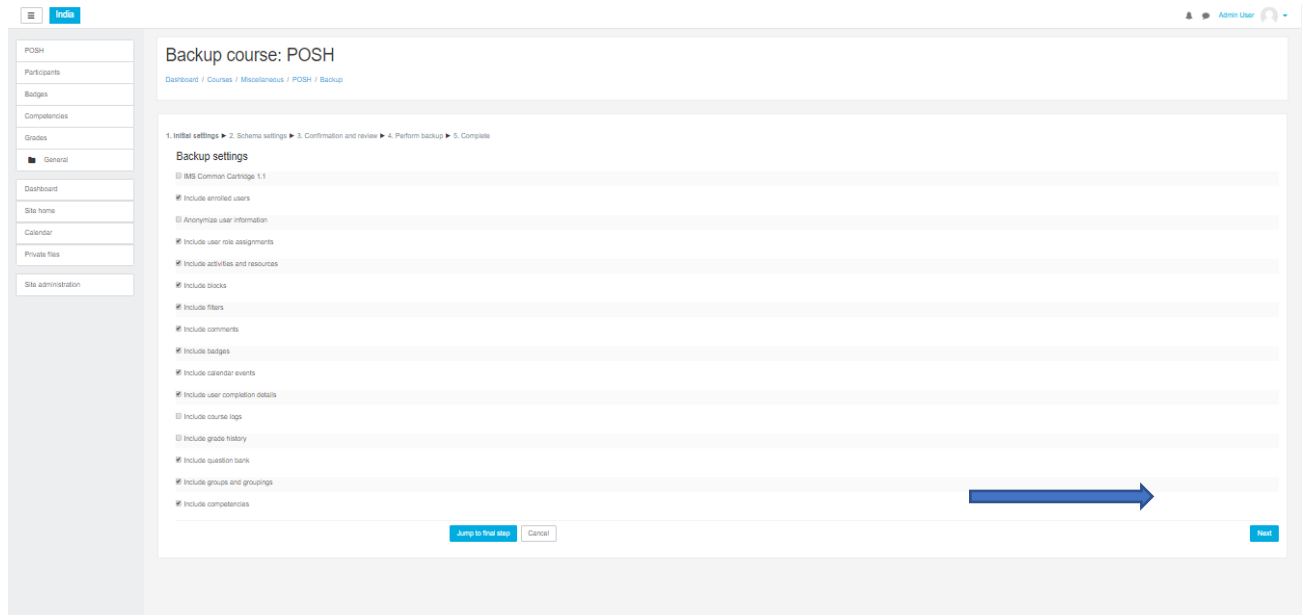
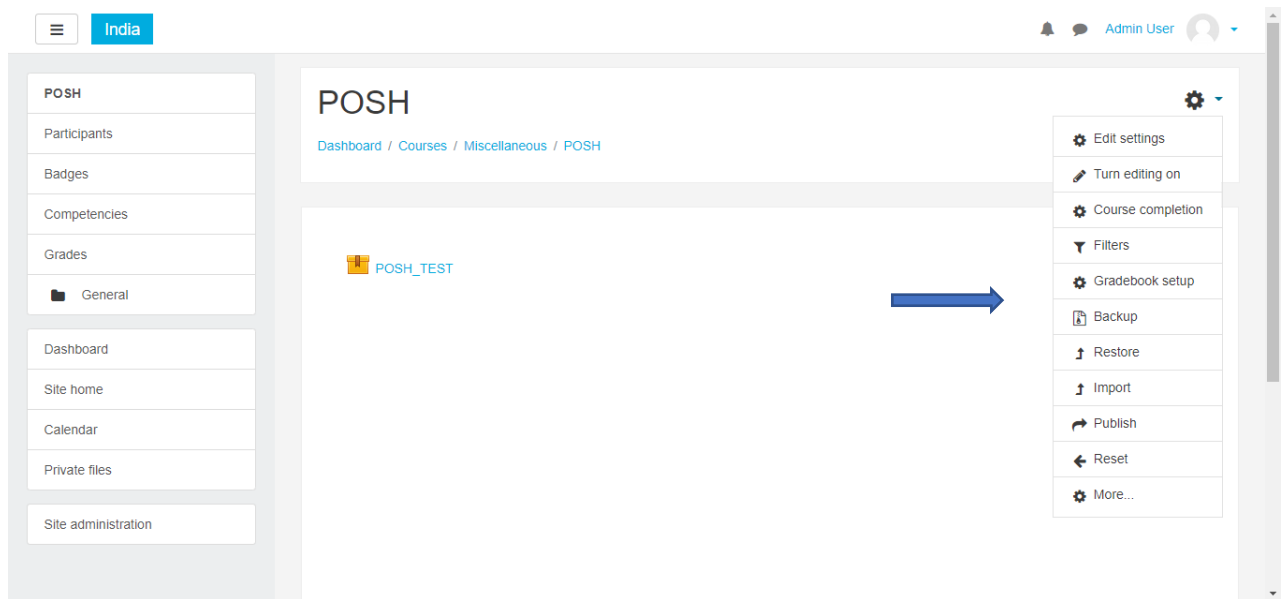
Pros:

- Students and teachers have live access to the prior instance of the module.
- The initial content and activities are already built for the incoming class
- The effort can be outsourced from central administration to each teacher if they have sufficient permissions in their own category

Cons:

- There is more than one copy of the course in the Moodle site
- If carried out by a teacher they now need course creation rights in a category.
- This is effort that is needed for every course and is a linear cost in time based on the number of courses that need resetting.

An alternative is to create empty courses for teachers, give them editing rights in the course and allow them to import the resources and activities from their old course into the new course. See [Import course data](#).



Select what fields you want then press next

India

Backup course: POSH

Dashboard / Courses / Miscellaneous / POSH / Backup

POSH

Participants

Badges

Competencies

Grades

General

Dashboard

Site home

Calendar

Private files

Site administration

1. Initial settings ▶ 2. Schema settings ▶ 3. Confirmation and review ▶ 4. Perform backup ▶ 5. Complete

Include:

Select

All / None (Show type options)

Select

All / None

General

POSH_TEST

User data

-

Previous

Cancel

Next

Check the selected fields are correct or not then next

India

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Include comments

✓

Include badges

✓

Include calendar events

✓

Include user completion details

✓

Include course logs

✗

Include grade history

✗

Include question bank

✓

Include groups and groupings

✓

Include competencies

✓

Included items:

General

✓

User data

✓

POSH_TEST

✓

-

✓

Previous

Cancel

Perform backup

There are required fields in this form marked .

The backup file create automatically

India

Admin User

POSH

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Backup course: POSH

Dashboard / Courses / Miscellaneous / POSH / Backup

1. Initial settings ▶ 2. Schema settings ▶ 3. Confirmation and review ▶ 4. Perform backup ▶ 5. Complete

The backup file was successfully created.

Continue

press continue

India

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Restore

You can drag and drop files here to add them.

There are required fields in this form marked .

Course backup area

Filename	Time	Size	Download	Restore
backup-moodle2-course-4-posh-20190923-1246.mbz	Monday, 23 September 2019, 12:48 PM	140MB	Download	Restore

Manage backup files

User private backup area

Filename	Time	Size	Download	Restore
poshbackup.mbz	Monday, 23 September 2019, 12:04 PM	140MB	Download	Restore
mybackup.imsc	Monday, 23 September 2019, 11:53 AM	667 bytes	Download	Restore

Download then if you want Reastore this file