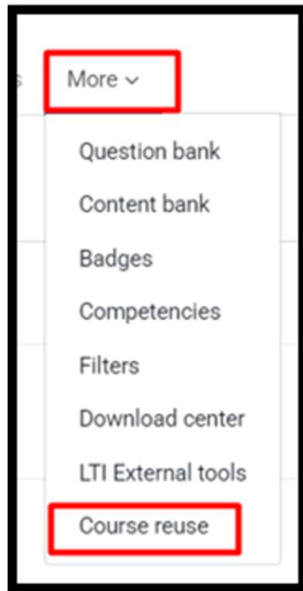


How can I restore an activity from old courses?

1. Go to the course site that you want to restore an activity.
2. Clicking on "more" in the horizontal menu, and then selecting "Course reuse" from the dropdown list.



3. On the page that opens, click the "restore" link to upload the activity you previously backed up to the course.



4. On next page click on “choose a file...” select the backup file that you saved your computer before. Then click “restore” button.

Restore ▾

Use a backup file to restore a previous version of a course, or to create a new course.

Upload a backup file

Backup file

Choose a file...

You can drag and drop files here

Restore

Required

5. Check the restore settings on the new page and click the “continue” button.

Backup details

Type	Activity
Format	Moodle 2
Mode	General
Date taken	Friday, 10 October 2025, 3:30 PM
Moodle version	4.5.5+ (Build: 20250613) [2024100705.01]
Backup version	4.5 [2024100700]
URL of backup	https://sucourse.sabanciuniv.edu/plus [f4db400b23f6c50076a4d273cab67d43]

Backup settings

Include enrolled users	✓
Anonymize user information	✗
Include user role assignments	✓
Include activities and resources	✓
Include blocks	✓
Include files	✓
Include filters	✓
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 course categories	✓

6. On the page that opens, select or search for the course you want to import activity from → scroll down to click Continue.

1. Course selection ► 2. Initial settings ► 3. Schema settings ► 4. Confirmation and review ► 5. Perform import ► 6. Complete

Find a course to import data from:

Select a course

Total courses: 3

	Course short name	Course full name
☐	PreNS	PreNS
☐	BTTEST9	BTTEST9
☐	ZOOMTEST	Zoom Test

7. You must select the settings on the “restore settings” page as shown in the screenshot below and click “next” after “next” and “perform restore”

☒ Include enrolled users

Include enrolment methods

Yes, but only if users are included

No, restore users as manual enrolments

Yes, but only if users are included

Yes, always

☒ Include blocks

☒ Include filters

☒ Include comments

☒ Include badges

☒ Include calendar events

☒ Include user completion details

Include course logs ☐

Include grade history ☐

☒ Include groups and groupings

☒ Include competencies

☒ Include custom fields

☒ Include content bank content

☒ Include user's state in content such as H5P activities

☒ Include legacy course files

8. The process is finished you can see the message shown at the screenshot below.

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

The course was successfully restored.