Migrating OnCourse Content

Use these steps to move OnCourse course site content into a practice Canvas course site.

General process for migrating content from OnCourse to Canvas:

1. Initiate the migration from an OnCourse site using the Canvas Migration tool,
2. Vet and possibly fix the content that gets migrated to the practice Canvas site, and
3. Copy the vetted / fixed content into the official, registrar-generated Canvas site.

NB: The time for OnCourse migration to complete depends on the amount of content being transferred. That said, if a migrated course does not show up in Canvas within a few hours, contact sebiscig@indiana.edu to check in on the migration’s status.

Initiating OnCourse migration

1. Log into OnCourse and enter the course site you’d like to migrate.
2. Click on the Canvas Migration tool.
   a. You may be asked to sign into LTI tools; if so, provide your IU credentials
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**Initiating OnCourse migration, cont’d**

3. In the fields that appear, you can select which Sakai (i.e., OnCourse) tools to migrate.

4. The “Remote Course Name” is that of the OnCourse site you’re migrating and is unchangeable.

5. Use a memorable name for the “New Canvas Course.”
   a. The Migration Tool CANNOT migrate the content to an already-existing Canvas course site; it will use whatever name you supply here to create a new course.

6. Click “Submit.”
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Vetting migrated content in Canvas

The vetting process will be different for each course, however here are some things to check out.

1. Verify that your OnCourse content made its way into the Canvas practice site. Here is a brief mapping of Oncourse Tools to their Canvas equivalent:

<table>
<thead>
<tr>
<th>OnCourse Tool Name</th>
<th>Canvas Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resources</td>
<td>Files</td>
</tr>
<tr>
<td>Forums</td>
<td>Discussions</td>
</tr>
<tr>
<td>Lessons</td>
<td>Modules</td>
</tr>
<tr>
<td>Assignments</td>
<td>Assignments</td>
</tr>
<tr>
<td>Tests &amp; Surveys</td>
<td>Quizzes</td>
</tr>
<tr>
<td>Modules</td>
<td>Modules</td>
</tr>
</tbody>
</table>

For a complete mapping of OnCourse-to-Canvas tools, visit: [http://go.iu.edu/1glK](http://go.iu.edu/1glK)

2. If you’ve been creative with Tests & Surveys in OnCourse, closely scrutinize the resulting Canvas Quizzes. There’s likely a way to achieve what you want, it may just require some tweaking in Canvas.
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Copying vetted / fixed content from one Canvas course site to another

1. Log into Canvas and navigate to the official, registrar-created course site.
2. Click on “Settings.”
3. Scroll to the bottom of the page and click on “Import Content into this Course.”

3. Scroll down until you see the options below and select:

   - Share to Commons
   - Student View
   - Cross-listing Assistant
   - Course Statistics
   - Course Calendar
   - Copy this Course
   - Import Content into this Course
   - Export Course Content
   - Delete All Course Content
   - Validate Links in Content
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Copying vetted / fixed content from one Canvas course site to another, cont’d

4. Select “Copy a Canvas Course” as the “Content type.”
5. Select the practice Canvas site that contains the vetted / fixed content to be copied.
6. Select the amount of content to import.
7. Click “Import.”
8. Your Course Copy now appears at the top of the “Current Jobs” list at the bottom of the “Import Content” page.
   a. If you chose to “Select specific content” to import, click the “Select Content” button on the far right of the job entry (see below). You’ll be taken to a page with check boxes to select very precisely the content you wish to copy.
   b. If you chose to Import “All content,” you will see a progress bar for the Course Copy instead.