

If you are transitioning from a Blackboard original view course to a Blackboard Ultra course, you may want to convert your content from your original view course to your Blackboard Ultra course. You can also copy content between Blackboard Ultra courses. Please note that converted content may be altered in its presentation due to differences between Blackboard Ultra and the original view. Also note that some original view features have been discontinued and cannot be converted over.

1. Open your Blackboard Ultra course page. Click on the **three dots** to the right of the Course Content header (Figure 1).
2. From the dropdown menu, click **Copy Items** (Figure 2).

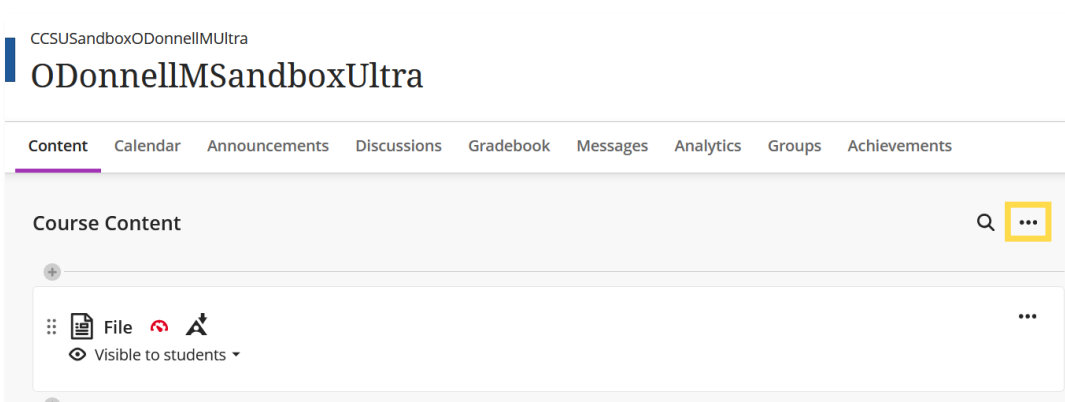


FIGURE 1

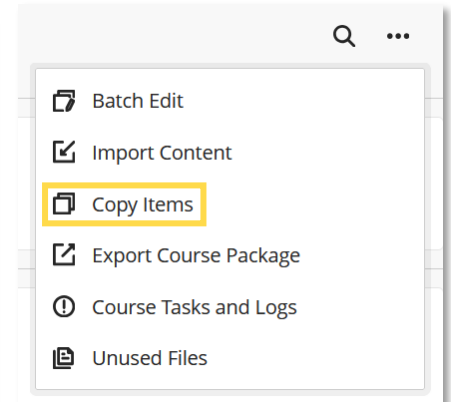


FIGURE 2

3. Select the courses you'd like to copy content from (Figure 3). You can click the checkbox next to a course's name to copy everything from the course, or you can click on a course's name to copy individual items. A list of selected items will appear on the right.
4. Click **Start Copy** to begin the copy process. This may take up to several minutes depending on the number of items copied.

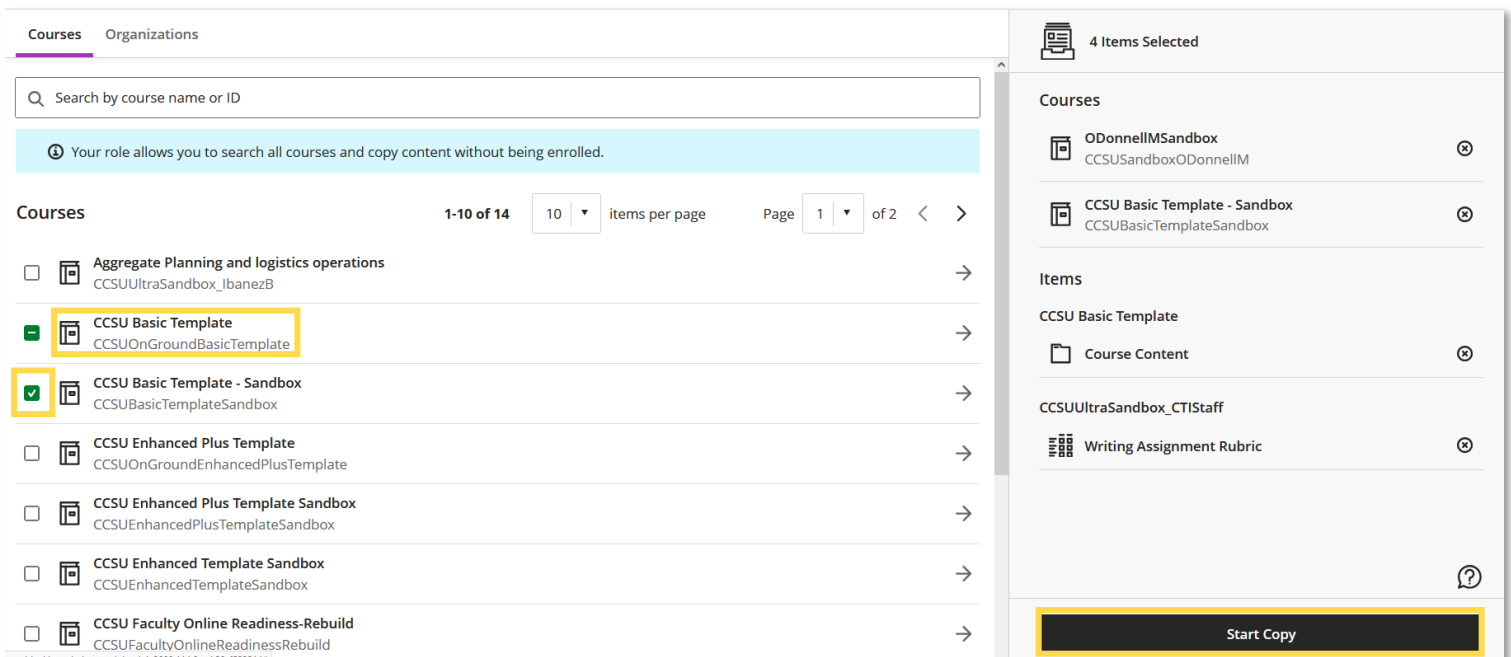


FIGURE 3