GoStudio Import command
To copy the contents of a previous class to the current semester (or from one section to another section in the same semester) you will use the Import command in GoStudio. Follow the steps below to duplicate the course contents:

**Step 1.**
Login to GoStudio and open the empty class that you wish to copy into. On the left side of the window click on the Import command found in the Settings Block.

**Step 2.**
In this window, choose the course that has the contents and files set the way that you want them to appear. If the list does not contain the correct class, type in the Course ID and click the Search button. Choose the correct class from the list. Click the Continue button.

**Step 3.**
The Initial settings window will appear. Make sure that all three choices are checked. Click the Next button.

**Step 4.**
The next window will show all of the resources and activities that will be copied from the old class. Uncheck anything that you do not want to copy. Click the Next button.

The Confirm window will show (with green checks and red Xs) all of the files to be copied. Click the Perform Import button to copy the files.

You should receive an Import Complete message. Click the Continue button. Your new class should now contain all of the chosen files from the old class.