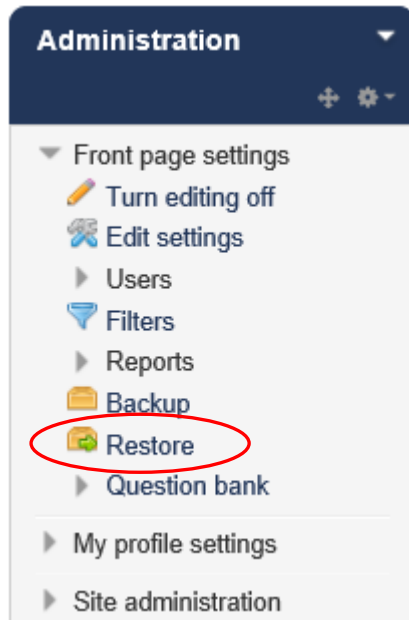


## Course Restore

From the **Administration Block**, select **RESTORE**



### RESTORE

#### User private backup area ?

Filename	Time	Size	Download	Restore
backup-moodle2-course-225-dcchr2-20140714-1059-nu.mbz	Monday, 14 July 2014, 11:00 AM	10.8MB	Download	Restore
general_courses_backup_main_v1.mbz	Wednesday, 16 April 2014, 4:35 PM	208.2KB	Download	Restore
desktop_courses_backup_main_v1.mbz	Wednesday, 16 April 2014, 4:04 PM	244.5KB	Download	Restore

Backup details, Backup settings, Course details and Course sections will display

Select **CONTINUE** (at bottom of page)

Restore as a new course by selecting the category you wish the new course to be in (use the search field if the category you want is not displayed)

## Restore as a new course

Restore as a new course ☒

Select a category	Name	Description
<input type="radio"/>	Ethics in Business	
<input type="radio"/>	Health & Safety	
<input type="radio"/>	Health & Safety Courses	
<input type="radio"/>	Health & Safety Risk Assessments	
<input type="radio"/>	Working with Children, Adults and Families	
<input type="radio"/>	Personal Safety	
<input type="radio"/>	Workplace Legislation	
<input type="radio"/>	Desktop Applications	
<input type="radio"/>	MS Office 2003 Range	
<input type="radio"/>	MS Office 2007 Range	
There are too many results, enter a more specific search.		
<input type="text"/>		<input type="button" value="Search"/>

Then select CONTINUE

Restore Settings - Scroll to the bottom and select NEXT

Course Settings – Overtyping the Course name and course short name with the details of the new Course and its unique short name.

Select NEXT

Back Up Settings and Course settings will display – scroll to the bottom and select PERFORM RESTORE

The following message will display:

The course was restored successfully, clicking the continue button below will take you to view the course you restored.

Select CONTINUE

The restored course will display.

YOU NOW NEED TO AMEND THE COURSE TITLE AND DESCRIPTION

## An Overview of the Data Protection Act 1998 for Durham

An Overview of the Data Protection Act 1998 for Durham

Edit

Course Evaluation

Restricted: Not available until you achieve a required score in **Course total**.

Certificate

Restricted:

- Not available until the activity **Course Evaluation** is marked complete.
- Not available until you achieve a required score in **Course total**.

Add an activity or resource

**First select the Edit Summary option (The tool icon – top right)**

## OVERTYPE THE TITLE and SAVE CHANGES

[illegible]

### SELECT EDIT ALONGSIDE THE SCORM ACTIVITY AND EDIT SETTINGS

An Overview of the Data Protection Act 1998 for Durham

Edit

Course Evaluation

Restricted: Not available until you achieve a required score in **Course total**.

Certificate

Restricted:

- Not available until the activity **Course Evaluation** is marked complete.
- Not available until you achieve a required score in **Course total**.

Edit settings

Move right

Hide


Duplicate

Assign roles

Delete

UPDATE THE COURSE TITLE AND DESCRIPTION AND REPLACE THE SCORM FILE WITH THE NEW COURSE SCORM ZIP.

Name\*

Description\* 


Path: p

Display description on course page ☐

▼ Package

Auto-update frequency ?

Package file ? Maximum size for new files: Unlimited, maximum attachments: 1



DCCHR2-project-sco  
100714.zip

SAVE AND RETURN TO COURSE