

Reuse Your Connect Course For a New Term

Video Walkthrough: <u>CLICK TO VIEW</u>

To make an exact copy of a course go to section options and select **Duplicate Section**.

sychology		
101 MWE-AM	2	Course materials
Section created October 10, 2025, 11:10 AM Release 2024	Edit section name and registration link	Upcoming Release: June 2, 2025
	Delete this section	Materials Release Details
	See student registration sheet	Experience Psychology
	Manage sections and colleagues	Author: King
	Duplicate this section	Launch eBook
	Send to colleague	Release: 2024
	Move section to Previous	Launch eBook

You'll be notified if a new release is available - to learn more about the updates, click the information icon to access the Release Notes and Release Preview. Leave the box checked to receive the latest content, including important accessibility updates for your course. Rename the section appropriately, perhaps including the specific term you will be using it for. Click **Continue to new section**.

Duplicate section		>
You are about to duplicate this section.		
All of its assignments and eBook annotatio	ons will be copied into the new section.	
 Student data and links with other instructor To save time, set up your section complet 	Release 2025 Information X	
New release available: Release 2025! ① <	View the <u>Release Notes</u> and <u>Release Preview</u> to learn more	
Update to the latest release and receive t	about updates available with the latest release.	
Duplicate section: Section Name		
New section name		114 characters remaining
Copy of Section Name		
School name:		
School Name University		

This will take you to your new section dashboard for the duplicated course. Give it some time to allow everything to copy over and refresh your page. If your course has been updated with an Evergreen release, there may be assignments that need attention. Assignments that need review will be highlighted on your assignments page.

Review Assignments Action needed: please click into highlighted assignments to see additional details and take action Click on the assignment title to learn more about questions that need to be deleted from your assignments and why.

() Some questions were removed, and the	ne assignment point value changed. Please review and	J update.		
Chapter 2 Homework	Start - Due April 10, 2025 - None	Points 0.00	Student progress	

Choose edit assignment to adjust your assignment point totals or add replacement questions to your assignment. Select close and keep new point value to accept the changes and new assignment point value.

Chapter #2 Homework	×				
Select Soft assignment to add a replacement question or update the poliet velues.					
Showing 11 - 15 of 24					
Polyatomic ions 3 Declet Content					
Delete Description	Ш				
This question did not more accessibility standards and has been removed from your assignment.	Ш				
Points 2.54					
Polyatomic ions 4 De cited Content					
Delete Description	-11				
This question has been moved to a different chapter or question bank and has	- 11				
open removed from your assignment.	- 11				
Points	- 11				
2.94					
Polyatomic ions 5					
Dented Contern					
Delete Description					
This question contained a topic that is no longer covered in the product, it has					
been removed from your assignment.					
Points					
2.94					
Edit assignment					
Close and keep new point value					

Next, update your due dates to reflect the new term by clicking on the Assignments tab to select the appropriate assignment. The assignment can also be selected from the Assignment Overview widget on the dashboard. Select the assignments and click on the options dropdown from the three dots on the right corner and select **Manage Dates**. You can also adjust individual due dates by clicking **individually** in the top right-hand corner. Be sure to check your assignment point values, and policy settings as well. Click **Save**.

Next check that your registration dates are correct in your new section for the upcoming term. Click on the course options menu and select **Set registration dates**.

The first page will allow you to select a start and end date for all sections in that course. Or you can select specific sections, if you want to stagger those out according to the section. Click **Apply** when finished.



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