M30 - Preparing your Moodle course for the next Academic Year

*Keywords: Moodle, rollover, course*

This guide highlights various options to prepare your Moodle courses for the next Academic Year.

If you have any queries, please contact the Digital Education team before changing any content: digit-ed@ucl.ac.uk.

Select the option that suits your situation regarding your Moodle Course:

<table>
<thead>
<tr>
<th>Rollover</th>
<th>Rollover from pre-2021 academic years</th>
<th>Current Year</th>
<th>New blank or template Moodle course</th>
<th>Other requests</th>
</tr>
</thead>
<tbody>
<tr>
<td>I want to <strong>rollover</strong> my current (2021/22) Moodle course content, and staff enrolments to a Moodle course for 2022/23, ready for next academic year.</td>
<td>I want to <strong>rollover</strong> a Moodle course from previous academic years (before 2021) with content, and staff enrolments to a Moodle course for 2022/23, ready for next academic year.</td>
<td>I want to <strong>rollover</strong> my course <strong>within the current academic year</strong> (e.g.: Term 1 and Term 2 versions).</td>
<td>I want a <strong>brand-new Moodle course</strong> (based on an existing connected learning template or departmental template).</td>
<td>I want to <strong>rollover</strong> my course content to a Moodle course, but I need to <strong>discuss options</strong>, or am experiencing an issue.</td>
</tr>
</tbody>
</table>

- **M30a** - Duplicating your Moodle course with the CLC rollover tool
  - Course Rollover Tool: known issues
  - Moodle Course Rollover Tool Training
- **M30b** - Duplicating a Moodle course from previous academic years (2020/21 and before)
- **M30c** - Duplicating a Moodle course within the academic year
- **M30d** - Requesting a new Moodle course or course with template
- **M30e** - Duplicating Moodle courses - other requests
- **M30f** - Updating and checking your course, ready for use this academic year
- **M30g** - Module mapping process for rolled-over courses
- **M30h** - Bulk rollover for Moodle courses (category administrators only)