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 (2022/23) Moodle course content, and staff enrolments to a Moodle course for 2023/24, 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 2023/24, ready for next academic year.</td>
<td>I want to <strong>rollover</strong> my course within the current academic year (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) or a duplicate of an existing course.</td>
<td>I want to rollover my course content to a Moodle course, but I need to discuss options, 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)
• M30i - Making a Moodle course Read-Only with Course Snapshot