Viewing the copy components history for a course

How may I check when, and from where, materials were copied into a course?

1. Click on ** in the navigation bar.
2. Click "Import / Export / Copy Components".
3. Under "Copy Components from another Org Unit", click the "View History" link.

The Copy Course Components History page that displays shows:

- the course from which components were copied
- the date and time the copy started
- the date and time the copy ended
- whether or not the copy succeeded

**Can I see more detail?**

Yes. On the Copy Course Components History page:

1. Locate the copy event for which you wish to see more detail.
2. For that copy, click "Copy Completed".
3. (optional) At the bottom of the displayed copy log, click the "Load More" bar to show another page of the log.

The page that displays shows a log—oldest entry at the bottom, newest at the top—of the copy process.

**What if my course doesn't have a "View History" link under "Copy Components from another Org Unit"?**

Copy components hasn't been used in your course yet.