

# Copy Curriculum to My Curriculum

Last Modified on 02/09/2026 11:08 am CST

Users must have Campus Learning and the *Enhanced Curriculum* tool right to access advanced curriculum options such as folders and resources.

Location: Open an assignment from anywhere in Instruction and click Copy; Grade Book > expand Settings menu > Curriculum/Assignment Copier; Planner > click section name > Copy Curriculum

Use the Curriculum Copier to copy curriculum from one of your sections into [My Curriculum](#). Using this copy option, you can move curriculum you've created in your section into the new My Curriculum tool, where you can work on it outside of the context of a section and build up your own bank of curriculum to be used in your sections.

You can also use the [Curriculum Copier](#) to copy curriculum between sections or into My Curriculum. Or use the [Duplicate](#) option to make copies of individual curriculum items.

Curriculum Copier

Source

Copy From:

Section

My Curriculum

School Year: (Required)

25-26

Section: (Required)

1) 3600-4 AP Literature

Select All

Expand All

Source Curriculum

<input checked="" type="checkbox"/>	▶	The Great Gatsby Start: 08/11/2025 End: 08/22/2025
<input checked="" type="checkbox"/>	▶	The Color Purple Start: 08/25/2025 End: 09/12/2025
<input checked="" type="checkbox"/>	▶	Persepolis Start: 09/08/2025 End: 09/12/2025
<input checked="" type="checkbox"/>	▶	To Kill a Mockingbird Start: 09/08/2025 End: 09/26/2025

Next

Close

Destination

Copy To:

Section

My Curriculum

Folder:

None

Edit

Expand All

Destination Curriculum

▶	Persepolis
▶	Roll of Thunder, Hear My Cry
▶	To Kill a Mockingbird

Copy curriculum from a section to My Curriculum

## Step 1 - Select Items









1. When copying from a **Section** to **My Curriculum**, select a **School Year** and **Section** in the *Source* section. Don't select a Year or Section in the *Destination* section because curriculum in My Curriculum is not in the context of a section.

- The Destination Curriculum list populates with existing curriculum in My Curriculum. The Source Curriculum list populates with all curriculum in the selected section, but items that are already in the destination section display with an uneditable checkmark.
- 2. Mark the checkbox next to curriculum in the Source Curriculum to copy to My Curriculum. Click the arrow next to folders to view what's inside them.
- 3. To add the selected curriculum to a specific folder in My Curriculum, click **Edit** under the destination section and select a **Folder**.
- 4. Click **Next** to proceed.

Note: Only curriculum created in Campus can be copied. Curriculum created in another program, such as Canvas or Schoology, won't show up in the Copier and cannot be copied.

## Step 2 - Item Duration & Grading

On the second screen, modify Duration and Grading setup as desired. Curriculum going to My Curriculum does not have Start and End dates or the Visible to Class option available when copying between sections.

Collapse All		View: <span>Copying</span> <span>All</span>	
Actions	Name	Duration (days)	Grading <span>Fill</span>
	 <b>The Great Gatsby</b> <span>NEW</span> <small>Start: Monday 08/11/2025 End: Friday 08/22/2025</small>	<input type="text" value="12"/>	
	 <b>Gatsby Character Quiz</b> <span>NEW</span> <small>Start: Thursday 08/14/2025 End: Thursday 08/14/2025</small>	<input type="text" value="1"/>	<input type="text" value="10 Points"/>
	 <b>Gatsby Symbolism Discussion</b> <span>NEW</span> <small>Start: Friday 08/15/2025 End: Monday 08/18/2025</small>	<input type="text" value="4"/>	<input type="text" value="25 Points"/>
	 <b>Great Gatsby Essay</b> <span>NEW</span> <small>Start: Monday 07/21/2025 End: Monday 07/21/2025</small>	<input type="text" value="1"/>	<input type="text" value="100 Points"/>

*In the second screen, view details and modify Duration and Grading as needed.*

- Click the red X button next to an item to remove it from the copy list.
- Click the black arrow next to folders to expand or collapse the view of items inside it.
- Click the name of an item to view a read-only version of it.
- Use the fill options in the table header if desired.
- Modify **Duration** if desired.
- Click the **Grading** link to view the [grading setup](#) for the item. Resources are not scored; click Grading Setup for a resource to change it to an assignment and set up grading.

Click **Save** to finish copying. Copied curriculum is now available in your [My Curriculum](#) tool.