



Archive Course Content to the LOR

Your Personal LOR is a good place to store and work on files that you will be using across semesters. Files saved in your Personal LOR remain in your account indefinitely, even when courses from past semesters are closed.

1. Login to eLearn and click on the **Learning Object Repository** icon in the powerstrip.
2. Click on your **Personal LOR** folder to open
3. Click **Add Content** and **Import from a Course or Group**

The screenshot shows the LOR interface with the 'Import from a Course or Group' option highlighted in a red box. The interface includes a powerstrip on the left with icons for Home, Help, Add Content, and Profile. The main area displays various options like Blog, Assessment, Content Template, Copy Items, and Import from a Course or Group. The 'Import from a Course or Group' option is highlighted in a red box.

4. Select the + sign next to the course that contains the desired content and check the items that you want to copy.
5. Click the Copy Items button
6. Click continue
7. Click Done when you have completed copying items to your LOR

The screenshot shows the 'Import From Course/Group' dialog box. The 'Browse' section lists several courses, and the 'Add To' section shows the '(Root)' folder selected. The 'Copy Items' button is highlighted in a red box. The 'Done' button at the bottom is also highlighted in a red box.