

Adjusting Activity Due Dates in Moodle

If you are going to reuse your current course shell for next semester and would like Moodle to adjust the activity due dates accordingly for you, here are the steps:

- (1) [Back-up](#) your original course;
- (2) [Restore](#) the back-up file in the new course;
- (3) During the “restoring” process, in [Step 4 “Schema”](#), choose the following settings:

The screenshot shows the '4. Schema' step of the Moodle course restoration process. At the top, a progress bar indicates the steps: 1. Confirm, 2. Destination, 3. Settings, 4. Schema (highlighted with a red box and an arrow), 5. Review, 6. Process, and 7. Complete. Below the progress bar, the 'Course settings' section is visible. It includes the following settings:

- Overwrite course configuration:** A dropdown menu set to 'Yes', marked with a red circle '1'.
- Course short name:** A text input field containing '202030-38015-M111T.O', with an unchecked 'Overwrite' checkbox marked with a red circle '2'.
- Course name:** A text input field containing 'M111T-O-Technical Matherr', with an unchecked 'Overwrite' checkbox marked with a red circle '3'.
- Course start date:** A date picker set to '13 January 2020 00:00', with the 'Overwrite' checkbox checked and marked with a red circle '4'.

Below the settings, four numbered instructions are provided:

- 1 Choose "Yes"
- 2 Uncheck the "Overwrite" box.
- 3 Uncheck the "Overwrite" box.
- 4 Check the "Overwrite" box and choose the **Course Start Date**.

- (4) All the assignment due dates from the original course (including forums, assignments, quizzes, etc*) will be adjusted accordingly based on the Course Start Date.

*Except “**Turnitin**” assignments as they are created using a 3rd party vendor.

Note: Please also make sure that the **Course Start Date** of the original course is the correct date – Moodle uses this date to calculate the due dates for the new course.