Moving Content Between Sakai Sites

This tutorial shows how to move content between different Sakai sites. This is helpful if you have common content that you want in different courses or if you have create content in your “My Workspace” area and want to make it available to the members of a different site.

1. Login at http://sakai.unc.edu

2. Click on the site where the file is currently posted.

3. Click the “Resources” link on the left hand side.

4. Select the folder you would like to move.

5. Click “Move” (you may click “Copy” if you would like to leave the original here and copy the folder to the new site).

6. Click the “Show other sites” link at the bottom.

7. Find the site you would like to move it to (make sure you have selected the site that says “Resources” and NOT “Drop Box”). Under its Actions dropdown, click “Paste moved items.”

8. The material has now been pasted into the new site.