



## Course Copy

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### Policy

The instructor of record is responsible for copying course content from previous semesters. Directions regarding course copy are available on the Blackboard Support website: <http://www.twu.edu/blackboard/coursecopy.asp>

**Please note:** Extremely large courses may not copy at one time.

### Procedure

Instructors may follow the directions located at:  
<http://www.twu.edu/blackboard/coursecopy.asp>



**Helpdesk**  
940-898-3971  
[helpdesk@twu.edu](mailto:helpdesk@twu.edu)  
<http://www.twu.edu/help-desk>

**Blackboard Support**  
940-898-3706  
[blackboard@twu.edu](mailto:blackboard@twu.edu)  
<http://www.twu.edu/blackboard>

