

## Att kopiera ett projekt till en annan underportal

Ester Andersson - 2024-07-29 - Tips & Tricks

1. Gå till underportalen från vilken du önskar kopiera ett projekt.
2. Gå till det projekt du vill kopiera.
3. Klicka på triangeln på höger sida om "Copy"-knappen och klicka på "Copy to another client".
4. Om kursen har innehåll från det lokala Library kommer du att ombedas bekräfta att det också ska kopieras till den andra underportalen.
5. Välj vilken underportal du vill kopiera mallen till.
6. Allt klart!

The screenshot shows the Learnifier dashboard for a course titled "Customer Success Playbook". The course is in an "Ongoing" status. The interface includes a navigation bar with options like Dashboard, Projects, Users, Library, Reports, Automations, and Settings. Below the navigation, there are tabs for Overview, Participants, Waitlist, Course Page, Events, Assignments, Details, Communications, Reports, and Settings. The main content area displays the course title, a star icon, and a dropdown menu with options: Edit course, Preview, Delete, and Copy. A green arrow points to the "Copy" dropdown, which has opened to show "Create template" and "Copy to another client". Below this, there are three circular progress indicators showing 1 participant in each of three categories: Not Started, On Track, and Completed. To the right, there is an "Awards" section with an "Attach" button and a table with columns for NAME, EXPIRES, and TYPE. Below that is a "Next Course" section with an "Add Next Course" button.