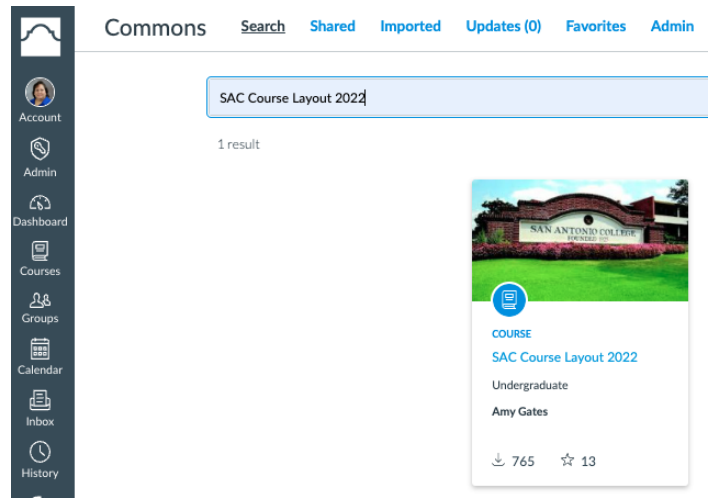# How to download the SAC Course Layout 2022

Access the Canvas Course within ACES.
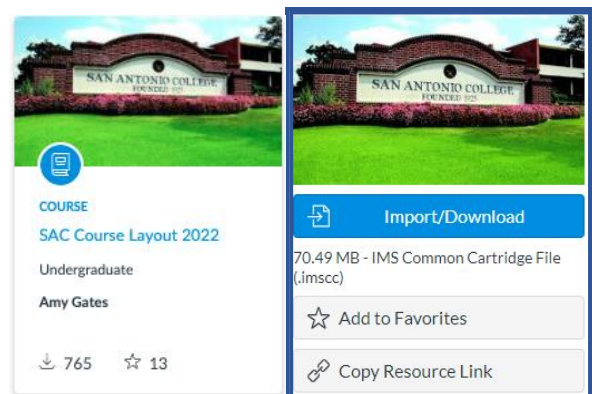
- Within the Canvas Left Global navigation bar (**black bar on the left**), choose the **Commons** icon.
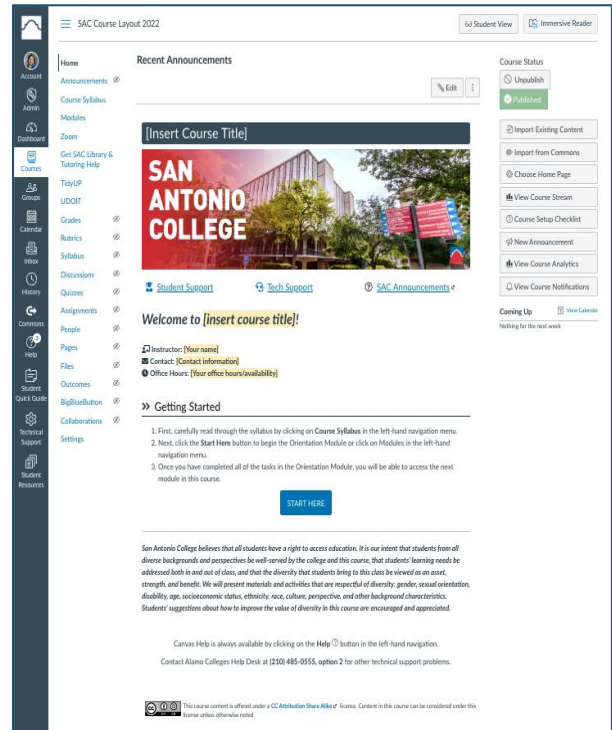
- Type "**SAC_Course_Layout_2022**" in the **Search:** field.
- **Note: Type the title as seen above.**

- Select the **Title of the Course** and then Select the "**Import/Download**" button on the right side of the screen. Select the course you will be teaching, scroll down and click "**Import into Course**".

- Once the course is downloaded, you are now ready to customize the course content.

- As an alternative, if you wish to download the Course Layout to a Sandbox Course (Testing Environment) prior to publishing to an active course, please contact our Instructional Innovation Center **210-486-0712** or email **sac-iic@alamo.edu** to request a **Sandbox Course**.

Congratulations! You have successfully downloaded the SAC Course Layout 2022 to your course. If you need technical assistance, please contact IIC at 210-486-0712 or email sac-iic@alamo.edu