

How to Archive Your Courses

Step 1: On the “Home” screen, select one of your courses and click “click to manage”.

The screenshot shows the KungFu WRITING interface. At the top, there's a navigation bar with icons for home, documents, tools, and a lightbulb. The user is identified as 'Teacher, Christoph'. Below the navigation bar is a 'News' section with several entries about submitted texts. The 'Courses' section is highlighted, showing buttons for 'Create new course', 'Commenting test mode', 'Sign up for course with code', and 'Show inactive courses'. Below these buttons, there are two course entries: 'Demo 11.1.2016' and 'DEMO COURSE'. A red arrow points to the '(click to manage)' link under the 'DEMO COURSE' entry.

Step 2: Select the “Statistics” tab and click “Download archive”. In case you do not want to archive the entire course, select which assignments to download by ticking the respective boxes before clicking the “Download Archive” button.

The screenshot shows the 'Statistics' tab selected. At the top, there are tabs for 'Assignments', 'Users', and 'Statistics'. The 'Statistics' tab is active, and a red arrow points to it. Below the tabs is a table with columns for 'Name', 'On Essay Writing - Version 1', 'On Essay Writing - Version 2', and 'On Essay Writing - Version 3'. Each row represents a student, and there are checkboxes in each column. At the bottom of the table, there are four buttons: 'Generate data summary', 'Generate detailed data summary', 'Generate summary of grades and final comments', and 'Download archive'. A red arrow points to the 'Download archive' button.

Name	On Essay Writing - Version 1	On Essay Writing - Version 2	On Essay Writing - Version 3
<input type="checkbox"/> Student, Alexander	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Rabl, Christoph	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Student, Emma	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Student, Jenny	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Student, Linda	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Student, Oliver	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Step 3: Select whether to include comments and/or statistics, and then click “Open”. Depending

The screenshot shows a dialog box titled 'Download archive'. It contains two checked checkboxes: 'Include comments' and 'Include statistics'. At the bottom of the dialog, there are two buttons: 'Open' (highlighted in orange) and 'Cancel' (grey). A red arrow points to the 'Open' button.

Step 4: Select "Save File" and then click "OK". Your entire course (or the specific assignments you selected) will be downloaded on your desktop in ZIP format.

