How do I copy a personal Google site to a UNC Charlotte Google site?

Tell Me

1. You can give your UNC Charlotte Google account owner privileges or you can create a backup copy of your personal site and importing it into your UNC Charlotte Google account.
   a. Backing up your personal Google Sites allows you the ability to create a copy of your personal sites to your UNC Charlotte Google account.
2. Although a new copy of your personal site will reside in your UNC Charlotte Google account, the original copy still remains on your personal site.

To Invite UNC Charlotte Google Apps Account as Owner:

1. Log into your personal Google Sites account to access your sites.
2. Select the site you want to copy.
3. Click More Actions > Share this site.
4. Go to Invite people to your site and choose as owners.
5. Invite your UNC Charlotte Google account to be owner. This is your NinerNET username and password.
6. Click Invite these people.
7. Sign out of your personal Google Sites account.

To Backup Personal Google Sites:

1. Sign in to your UNC Charlotte G Suite account.
2. Select the site you want to copy.
3. Click More Actions > Manage Site.
4. Click Site settings > General.
5. Click Site Actions > Copy this Site and complete the form.
6. Click Copy site.
7. NOTE: Copying the site creates a complete copy of your personal site.

Note

When copying sites, you only have the ability to copy an entire site, not individual pages.

Related FAQs

- What are the storage and file limits for Google sites?
- How do I copy a personal Google site to a UNC Charlotte Google site?
- Can I copy Google Site pages from one site to another?
- Can I copy a page from one Google site to another?