

## Cloning One or More Tasks

Nobody likes to re-create the wheel ... over and over again. With Task Tracker, you shouldn't need to. Instead, you use the Clone functions. Tasks and entire courses can be cloned. Cloning a single task, a unit's worth of tasks, and even an entire course worth of tasks is easy to do with little more than a few checks of boxes and two mouse clicks. Here's how:

1. Navigate to the **Class** page that contains all the tasks that you wish to clone. Use the **Category** and **Task Type** filters to identify the tasks you wish to clone. Then use the Selection boxes to the left of each task to select the tasks you wish to clone. If you wish to clone all visible tasks, then tap on the **Select All** selection box at the top of the **Task Table**.
2. Once tasks have been selected, tap on the **Mass Clone Selected Tasks** button located above the **Task Table**.

Tasks

Here are the tasks you have added to this class.

[Add Tasks](#) [CalcPad Problem Library](#) [Update Selected Task Dates](#) [Mass Clone Selected Tasks](#)

Filter By Category: 1D Kinematics Filter By Task Type: (Select Task Type To Filter) [Clear Filters](#)

☒ Select All

Scoring	Name	Task Type	Categories	Visible Date	Due
<input checked="" type="checkbox"/>	Pace Tracer 1	Physics Interactives	1D Kinematics	Visible Now	8/28/2023, 11:59:59 PM 0/6
<input checked="" type="checkbox"/>	Pace Tracer 2	Physics Interactives	1D Kinematics	Visible Now	8/18/2023, 11:59:59 PM 0/6
<input checked="" type="checkbox"/>	Vector Walk	Physics Interactives	1D Kinematics	Visible Now	10/30/2023, 11:59:59 PM 0/6
<input checked="" type="checkbox"/>	Graph That Motion Simulation	Physics Interactives	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Name That Motion Simulation	Physics Interactives	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Two Stage Rocket	Physics Interactives	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KG1 Basics of Position-Time Graphs	Minds on Physics	1D Kinematics	Visible Now	8/9/2023, 11:59:59 PM 0/6
<input checked="" type="checkbox"/>	Mission KG2 Shape and Slope of Position-Time Graphs	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KG3 Matching Motion on a Position-Time Graph	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KG5 Basics of Velocity-Time Graphs	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KG6 Interpreting Velocity-Time Graphs	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KG7 Interpreting Velocity-Time Graphs 2	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KG9 Graphs and Oil Drop Diagrams	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KG10 Common Misconceptions Concerning Motion Graphs	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KC8 Pos'n-Time and Vel-Time Data	Minds on Physics	1D Kinematics	Visible Now	10/19/2023, 11:59:59 PM 0/6
<input checked="" type="checkbox"/>	Mission KC1 Scalars and vectors	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KC2 Distance and Displacement	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KC3 Speed and Velocity	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Mission KC4 Acceleration	Minds on Physics	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM 0/6
<input checked="" type="checkbox"/>	Up and Down Kinematics Concept Builder	Concept Builder	1D Kinematics, Vectors and Projectiles	Visible Now	7/31/2024, 11:59:59 PM 0/5
<input checked="" type="checkbox"/>	Distance vs. Displacement Concept Builder	Concept Builder	1D Kinematics	Visible Now	6/3/2024, 11:59:00 PM 0/6

Use Filters to find tasks (or no filters) to display all tasks.

Use Mass Clone button to clone selected tasks.

Use selection boxes to select tasks you wish to clone OR Use Select All to select all tasks.

3. A scrollable field appears with a **Selected Tasks Table**. Above the field is a Classes pull-down menu. Selected the classes to which you wish to clone the selected tasks. You can select as many *destination classes* as you wish. A column will be to the **Selected Tasks Table** each time you select a *destination class*. A **green ✓** indicates that the selected task has not yet been added to the *destination class*. If the task is already present in the *destination class*, a **red X** will be displayed and the task will NOT be cloned. Once you are satisfied, tap the **Clone** button located below the **Selected Tasks Table**.

### Clone All 44 Selected Tasks to Another Class

Please select the courses you wish to clone these tasks to

Courses:

		Period 2 Physics x Period 3 Physics x Period 4 Physics x		
Task Name	Task Type	Period 2 Physics	Period 3 Physics	Period 4 Physics
Pace Tracer 1	Physics Interactives	×	×	✓
Pace Tracer 2	Physics Interactives	×	×	✓
Vector Walk	Physics Interactives	×	×	✓
Graph That Motion Simulation	Physics Interactives	×	×	✓
Name That Motion Simulation	Physics Interactives	×	×	✓
Two Stage Rocket	Physics Interactives	×	×	✓
Mission KG1 Basics of Position-Time Graphs	Minds on Physics	×	✓	✓
Mission KG2 Shape and Slope of Position-Time Graphs	Minds on Physics	×	×	✓
Mission KG3 Matching Motion an Shape on a Position-Time Graph	Minds on Physics	×	×	✓
Mission KG5 Basics of Velocity-Time Graphs	Minds on Physics	×	×	✓
Mission KG6 Interpreting Velocity-Time Graphs	Minds on Physics	×	×	✓
Mission KG7 Interpreting Velocity-Time Graphs 2	Minds on Physics	×	×	✓
Mission KG9 Graphs and Oil Drop Diagrams	Minds on Physics	×	×	✓
Mission KG10 Common Misconceptions Concerning Motion Graphs	Minds on Physics	×	×	✓
Mission KC8 Pos'n-Time and Vel-Time Data	Minds on Physics	×	✓	✓
Mission KC1 Scalars and vectors	Minds on Physics	×	×	×
Mission KC2 Distance and Displacement	Minds on Physics	×	×	×
Mission KC3 Speed and Velocity	Minds on Physics	×	×	×
Mission KC4 Acceleration	Minds on Physics	×	×	✓
Up and Down Kinematics Concept Builder	Concept Builder	×	×	✓
Distance vs. Displacement Concept Builder	Concept Builder	×	×	×
Dots and Graphs Concept Builder	Concept Builder	×	✓	✓
Position-Time Graphs - Numerical Analysis Concept Builder	Concept Builder	×	✓	✓
Name That Motion Concept Builder	Concept Builder	×	×	×
Acceleration Concept Builder	Concept Builder	×	×	×
Words and Graphs Concept Builder	Concept Builder	×	✓	✓
Motion Diagrams Concept Builder	Concept Builder	×	×	✓

Add *destination classes* from pull-down menu. Columns indicate if task can (✓) or cannot (×) be cloned to the class.

## Cloning a Single Task

Cloning a single task to multiple classes is even easier to do. Here's how:

1. Navigate to your **Task Table** on the **Class** page.
2. Find the task that you wish to clone. Tap on the **Clone** button (see screenshot) to the left of the task's name.

**Tasks** **Clone buttons**

Here are the tasks you have added to this class.

**Add Tasks** **ClassPad Problem Library** **Update Selected Task Dates** **Mass Clone Selected Tasks**

**Filter By Category:** 1D Kinematics **Filter By Task Type:** (Select Task Type To Filter) **Clear Filters**

<input type="checkbox"/> Select	Scoring	Name	Task Type	Categories	Visible Date	Due Date	Completed		
<input type="checkbox"/>				Pace Tracer 1	Physics Interactives	1D Kinematics	Visible Now	8/28/2023, 11:59:59 PM	0/6
<input type="checkbox"/>				Pace Tracer 2	Physics Interactives	1D Kinematics	Visible Now	8/18/2023, 11:59:59 PM	0/6
<input type="checkbox"/>				Vector Walk	Physics Interactives	1D Kinematics	Visible Now	10/30/2023, 11:59:59 PM	0/6
<input type="checkbox"/>				Graph That Motion Simulation	Physics Interactives	1D Kinematics	Visible Now	9/6/2024, 3:00:00 PM	0/6

3. A **Clone Task** dialog box appears.

Use the **Course** pull-down menu to select the *Destination Classes* to which you wish to clone the task. You can select more than one class to clone to. But the only classes that will appear in the pull-down menu are those that do not already have that task AND have enabled the Task Type that matches the Task Type of the task that you are cloning. For

example, if you are cloning a Physics

Interactives/Concept Checker, then only classes that have that feature enabled will be eligible *destination classes*. A class that has only Concept Builders enabled will not be displayed in the **Course** pull-down menu.

### Clone Task



Please select the course you wish to clone this task to.

Course:

Select...

**Clone**

## Recommendation

Let's suppose that you teach three classes of Honors Physics. It is likely that each class will end up having all the same assigned tasks. It will be tempting to set up all the tasks for all three classes at the beginning of the year. Our recommendation is that you do **NOT** do that. Instead, create one class as a clone of the pre-built Honors Physics course. This provides that class with 300+ assignments. As for the other two classes, simply create new classes with no assignments. When the first unit arrives, set up all the tasks for that unit; set due dates and scoring just the way you like it. Once the tasks are all set up for one class, clone them to the other two classes. Repeat the process each time a new unit arrives. Proceeding in this manner means that you set up scoring and date information for one unit at a time for one class and then clone to the other two classes. *That's two less wheels to create.*