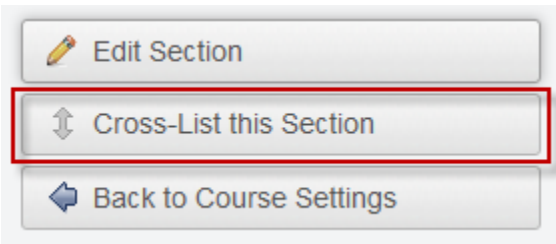
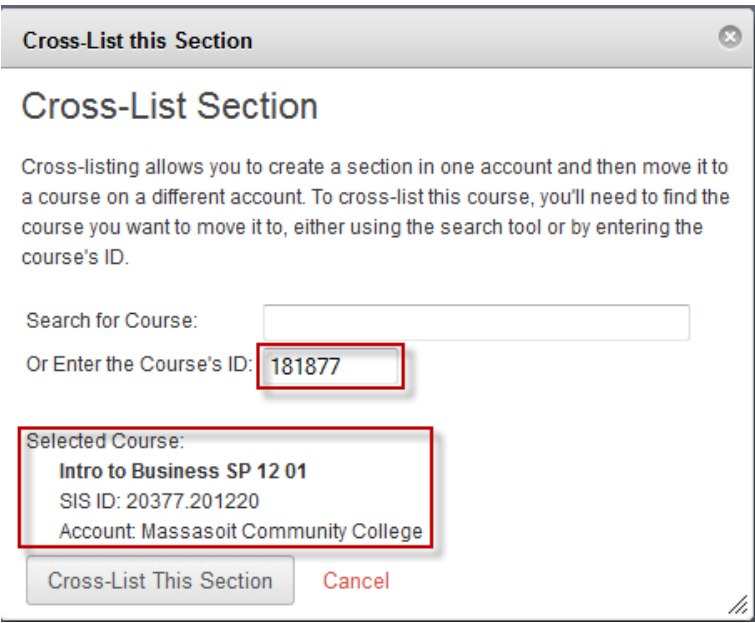
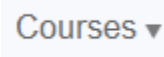
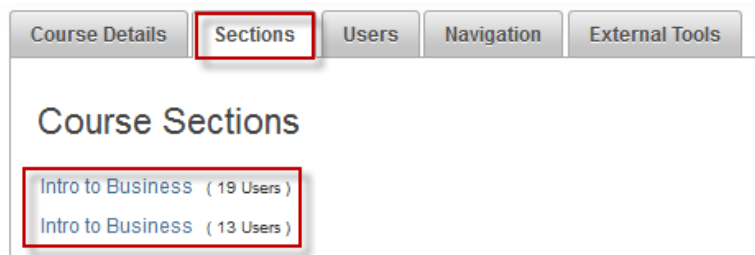




Cross-List Courses in Canvas

If you have two or more sections of the same course, you can cross-list the courses so all students access and work in one course space. This guide outlines the steps necessary to cross-list courses. If you prefer a video tutorial, go to: <http://podcasts.usu.edu/Podcasts/canvas/tutorials/detailedTraining/CrosslistingSteps.mp4>

| | |
|--|--|
| | <p>Go to the first course of the courses you wish to cross-list. This will be the course to which the other section(s) is added.</p> <p>Copy the ID number of this course. The ID number is located at the end of the course URL in the address bar of your browser.</p> |
| | <p>Hover over the Courses link at the top-left of your screen and select the second section of the course.</p> |
| | <p>Click the Settings button in the <i>Course Menu</i> along the left.</p> |
| | <p>Click the Sections tab.</p> <p>Click on the course title listed under Course Sections.</p> |
| | <p>A list of current enrollments will display.</p> |

| | |
|--|---|
|  | <p>Click the Cross-List this section button in the <i>Sidebar</i> on the right-side of the screen.</p> |
|  | <p>In the <i>Cross-List this Section</i> window, paste the ID you copied from the first section in the Enter the Course's ID field.</p> <p>Immediately, you will see the information for the course with which you are going to cross-list.</p> <p>Check this information to make sure it is the correct course.</p> <p>Click the Cross-List This Section button.</p> <p>You will see a green bar at the top of the screen confirming the success of the cross-list</p> |
|  | <p>Return to the first section. Note, you will no longer see the second section listed in your course list.</p> |
|  | <p>Click Settings in the <i>Course Menu</i>.</p> <p>Click the Sections tab.</p> <p>Under Course Sections, you will see both sections listed.</p> <p>You have successfully cross-listed the two sections and all students will access the course through the first section.</p> <p>If you wish to cross-list another section, repeat the steps above with a third section.</p> |