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Canvas Course Manager

ALA225 001 SU 2020

Gradebook Tools



Canvas Gradebook

Trim the gradebook from Canvas



Third Party Gradebook

Trim the gradebook from a third party to correct format

Users



Add U-M Users

Add U-M users to your available sections



Add Non-UM Users

Enroll non-UM users to your available sections

Sections



Merge Sections

Combine sections taught by yourself or others into the Canvas site for easier management



Add Sections

Add sections through csv files into you own course

Need Help?

Visit

[Canvas Course Manager Feature Page](#)

Contact

[ITS Service Center](#)

Call

734-764-HELP (4357)

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Canvas Course Manager > Add Sections

Add Multiple Sections

Upload your csv file

[csv file example](#)

BROWSE FILES

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Canvas Course Manager > Add Sections

Add Multiple Sections

Upload your csv file

[csv file example](#)

	id	name
17	1234test	section 001
	invalid section id	
21	253627	se
	invalid section name	

Oops, there are errors in your file!

BROWSE FILES AGAIN

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Add Multiple Sections

Upload your csv file

[csv file example](#)

	id	name
17	1234test	section 001
	invalid section id	
21	253627	

	id	name
1	123456	ALA 225 Summer Section 001
	only number	course name term section number



Oops, there are errors in your file!

[BROWSE FILES AGAIN](#)

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Canvas Course Manager > Add Sections

Add Multiple Sections

Upload your csv file

[csv file example](#)

	id	name
1	123475	Summer Section 001
2	253627	Summer Section 002
3	234276	Summer Section 003
4	253627	Summer Section 004
5	253627	Summer Section 005



Your file is valid!
If this is the right file you want to upload,
click confirm

CONFIRM

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Canvas Course Manager > Add Sections

Add Multiple Sections



New sections have been added!
This may take several minutes to process.

ADD SECTIONS AGAIN

See your sections in
Canvas Setting



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Course Details

Sections

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Feature Options

Course Sections

5/6 test (3 Users)

5/18 (1 User)

Section 002 (1 User, SIS ID: 12345-ccmS401218)

Section 003 (2 Users, SIS ID: 23456-ccmS401218)

Section 004 (1 User, SIS ID: 34567-ccmS401218)

section 005 (0 Users)

Section 006 (0 Users)

Add a New Section:*

+ Section

Share to Commons

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Copy this Course

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Export Course Content

Reset Course Content

Validate Links in Content

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Section 004 (1 User, SIS ID: 34567-ccmS401218)		
section 005 (0 Users)		
Section 006 (0 Users)		

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