Canvas: Term Dates Information

Summary

Course shells are created when the information runs to Banner. The **Term Date** is then created manually per semester.

For EMBA courses that don't follow semesters, the term date is usually set to the last day of the course. I.e., if a course starts in July, but ends in Sept., the term date is Fall17 (or whatever year you are currently in).

Students lose access to courses depending upon when the course term is set to end.

Students lose access to Canvas when they no longer have a Net ID.

ITS Ticket was submitted asking if we can change the course term end date (INC0995982), and we were told that was fine.

Step-by-step guide

**To change the course term end date:**

1. Navigate to the course you would like to change the end date for.
2. Click **Settings**
3. Under Course Details, scroll down to **Term**
4. Under **End**, change the date to what the instructor requested.
5. Check the box "Users can only participate in the course between these dates"
6. Scroll to the bottom of the page, and click "Update Course Details"

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April 11th Canvas Admin Meeting provided the following information:

Agenda:

- Terms Updated! [TBM]
  - Fall 15 & Spring 16 now in “Past Enrollments”
  - Using Course Dates to override Term Dates
    - How to ensure that courses with course override dates are put into “Past Enrollments”
  - Difference between:
    - Term Date Concluded Courses
    - Course Date (override Term Date) Concluded Courses
    - Manually “Concluding” a course (clicking the “Conclude this course” button in the course’s “Settings” area) - not recommended
    - “Resetting” a course - not recommended
  - All course sites need a Term
    - Do not use “Default Term”
    - We now have Fiscal Year terms (Example: FY17)

Concluding chart: [https://docs.google.com/spreadsheets/d/1inqWwWJbyDSDt3RDT655gnZ-KI2bk01XGKMXAdCNgdk/edit#gid=1229647617](https://docs.google.com/spreadsheets/d/1inqWwWJbyDSDt3RDT655gnZ-KI2bk01XGKMXAdCNgdk/edit#gid=1229647617)
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