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How to enable Course Reserves in your Canvas course

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As of Spring 2023, Brown University transitioned from OCRA to Course Reserves. For more information about Course Reserves, please visit the Library's <u>Course</u> <u>Reserves Website</u> or contact the Brown University Library Reserves team at <u>rock-reserves@brown.edu</u>.

## To Enable the Course Reserves tool in your Canvas course...

- 1. Log into Canvas and open your course site.
- 2. Click on the **Settings link [1]** in your course navigation menu.
- 3. On the Settings page, click on the Navigation tab [2].
- 4. The Navigation page is split into 2 sections.
  - The *upper section* [3] contains all of the tools that are currently enabled in your course navigation menu.
  - 2. The *lower section* [4] contains all of the tools that are currently disabled.
- 5. In the *lower section* [4] of the page, find Course Reserves [5]. Click on and drag Course Reserves up to the *upper section* [3] of the page. Make sure you place the Course Reserves item in the list the location where you want it to appear in the course navigation menu.
- 6. Once you have positioned the Course Reserves tool in the upper section, scroll down to the bottom of the page and click **Save [6]**.



course reserves