Request a Canvas Site

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Use courses.brown.edu to request a Canvas site for a course.

Note: If you would like to reactivate a course from another semester, first request a new course site and then import content from another course site.

2. Click Log In in the menu on the left. If prompted, enter your Brown username and password.
3. You should then see the courses for which you are the "Instructor of record" in the menu on the left. Select the course for which you want to make a Canvas request.
   - If you are not the instructor, you may request tools on his/her behalf following these directions.
4. From the course summary, click the Tools & Services tab.
5. Click Canvas, then click Request Canvas in the box on the right.
*** If you are listed as “Instructor of record” for all of the sections, you will be asked if you want to combine all sections. If you wish to use a single Canvas course for all of those sections, please click the "Combine All Sections" button.

*** If a class has multiple sections with different primary instructors, and the instructors wish to only use a single Canvas course for all of those sections, a Canvas site for each section will need to be created in order to be able to merge the secondary sections into the primary section. If you would like your courses merged, please contact itg@brown.edu.

6. You will see a confirmation at the top of the page that the request has been successful. The course site will be available within 5 minutes of your request.

Learn more about Canvas