Changing Course Start and End Dates in Canvas

In Canvas, the default starting and ending dates of a course (term dates) are the dates that are listed in Datatel. You may want to grant your students early access to the class (ex. to view the Syllabus and/or Announcements) and may want them to still be able to view the class after its end (ex. to view final grades and feedback).

To Change the Course Start and End Dates in Canvas:

1. Go to Settings > Sections

*Important – make sure you click on SECTIONS. Do NOT change information under Course Details.

2. Click on the section name

3. On the right hand navigation click Edit Section
4. Change the Start and End dates to change when students can see the course*

5. You must REFRESH the page to see the updated dates.

*DO NOT UNCHECK: “Users can only participate in the course between these dates.” Keeping this box checked overrides the default term sections, ensuring your students can still view the course.

Remember: Courses MUST still be PUBLISHED for students to view them!