

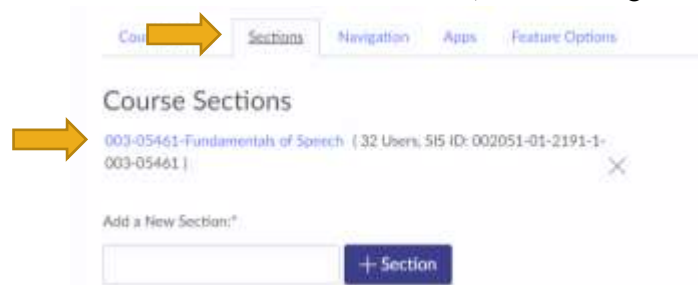
This guide help you combine (cross-list) two or more sections of a course in Canvas.

1. Go into the main course, which will contain the other section(s).
NOTE: Most instructors are using the course with the smallest section number (e.g., 001 contains 002 and 003).

2. Copy the list of numbers after /courses/ in the course URL.



3. Go into the other section of the course, click **Settings** tab, click the **Sections** tab, and click into the section.



4. Click the **Cross-List this Section** button in the upper right-hand side of the screen.
5. Paste the course ID from the parent course into the bottom box and click the white area outside the box (so Canvas finds the name of the Parent course), click **Cross-List This Section**, and you will be moved to the main course.



6. Go to the **Settings** tab and click the **Course Details** tab, append the section number to the *Course Code* field, scroll to the bottom of the screen and click the **Update Course Details** button.

Course Code:

IMPORTANT: Do NOT change anything else in the Course Code field except for appending section numbers.

7. Repeat Steps 3-6 for any additional sections you wish to combine.