How Do I Add a TA, Lead TA, or Course Designer?

Users must be authorized as the Teacher, TA, Lead TA, or Designer for a Canvas course site in order to create or edit a Course Reserves reading list for that course.

1. Log into your Canvas course site (be sure to double-check the term) and select People from the Navigation Menu. Your People option may not appear in the same order as in the example provided below.

2. Click +People

3. Add user(s) by their UC Davis email address, campus login or SIS ID

4. Select Role and course Section (if applicable) from the drop-down menu

5. Click Next

6. Click Add Users