

# Canvas Split-Class Sections and Differentiated Due Dates

## Social Distancing Example

For social distancing practices during COVID19, classes may be split so half the students may attend one class session in person and the next session online, or half the class attends on one date and the other half attends another date.

Instructors can efficiently manage split classes and assignment due dates for all students in Canvas with this split-class model in three steps:

- Instructors manually create two split-class Sections in their Canvas course, (not Groups)
- Instructors manually add all students to one of the two split-class Sections,
- Instructors set assignment due dates for each split-class Section, using the differentiated due date feature.

This allows any assignment in the course to have two different due dates, and all students to have the appropriate due date based on their split-class section.

Thank you to the Life Sciences faculty who helped develop this model.

**Note:** Please check with your program or college as they may have their own best practices.

## Instructor setup steps

For this example, two split-class sections are manually created by the instructor in a single Canvas course.

### Create split-class sections manually

In a Canvas course, [create two Split-Class Sections](#)

- Examples of Section names:
  - Split-Class Monday
  - Split-Class Wednesday
- Please include the course name in the Section name
  - 2020FA-LIFE-203-L01-**Split-Class-Monday**
  - 2020FA-LIFE-203-L01- **Split-Class-Wednesday**

The screenshot shows the Canvas interface for a course. The 'Sections' tab is selected and highlighted with a red circle and the number 2. Below the navigation bar, the 'Course Sections' list is visible, with the entry '2020FA-LIFE-212-Split-Class-Monday (0 Users)' circled in red. At the bottom, the 'Add a New Section' form is shown, with the 'Settings' button circled in red and the number 1, the input field containing 'LIFE-212-Split-Class-Wednesday' circled in red and the number 4, and the '+ Section' button circled in red and the number 3.

## Enroll students

[Manually add each student](#) to one of the two Split-Class Sections

The image shows a composite of three screenshots from the Canvas LMS interface. The leftmost screenshot shows the navigation menu with 'People' highlighted in green. The middle screenshot shows a list of students with a 'Total Activity' column showing '03:58:26' and a red circle around the menu icon. The rightmost screenshot shows the 'Section Enrollments' window with two sections listed: '2020FA-LIFE-212-Split-Class-Monday (2020-FALL)' and '2020FA-LIFE-212-Split-Class-Wednesday (2020-FALL)', both with '0 people' enrolled. The 'Edit Sections' button in the middle screenshot and the first section in the rightmost screenshot are circled in red.

**Note:** Students will remain in their original section, too, which can be used for assignments where all students have one due date, and for submitting final grades. In the People navigation, both sections display in the Section column.

- [Filter Gradebook by section](#)
- [Filter SpeedGrader by section](#)

## Create Differentiated Assignment with due dates for each Section

[Use Differentiated Assignments](#) to assign each split-class section with their respective due dates.

**Note:** In the Gradebook, one assignment column will display for all students.

## Best Practices

- For Courses that are both Published and have reached their Start Date:
  - [Announcements](#) can be posted for a specific Split-Class Section.
  - [Canvas Messages](#) can be sent to a specific Split-Class Section.
- Instructors can [adjust the start date to open a course early](#) to students for communications.
- For non-graded preparatory work (such as a reading or watching a video), [create a Course Event](#) and assign dates by Split-Class Section. This displays for students in their To Do list, Canvas Calendar, and the Course Syllabus dynamic Course Summary list.
  - By creating a calendar event vs. a zero-point assignment it keeps the course gradebook (and the student's gradebook) dedicated to only gradable assignments.
- To help students quickly see when they are scheduled to come to class and work remotely, you can [create a separate Schedule pdf document](#) for each section, and link it in the top of the Syllabus tool. Example links:
  - Syllabus with class policies
  - Schedule for Split-Class Monday Section
  - Schedule for Split-Class Wednesday Section

## Questions

Contact your [College Canvas Coordinator](#) or [canvashelp@colostate.edu](mailto:canvashelp@colostate.edu).