Dear Colleagues:

The default visibility on Fall 2020 Canvas course pages is *Institution View*. **This setting allows anyone in the campus community to view course content.** If you are using copyrighted material or wish to restrict access to students enrolled in the course for other reasons, you will need to change the setting to *Course View*.

How to restrict Canvas course content to enrolled students: Go to the course in Canvas using the standard instructor view. On the left-hand side of the page is a column of options. Select *Settings*, scroll down to *Visibility*, and change this option from *Institution* to *Course*.

If you need help with this or have other questions, please contact the Division of Teaching Excellence and Innovation at dtei@uci.edu.

Best wishes,

Jeffrey A. Barrett, Chair  
Academic Senate, Irvine Division