## Canvas Course Roles and Permissions

WashU has defined Canvas user roles to correspond to the roles individuals may be assigned in courses at WashU. Roles and their permissions are summarized in the table below.

Generally, course roles are not directly added into Canvas but are added by school registrars via WashU Course Listings (WUCRSL) and then flow into Canvas. The only exceptions to this process are the roles Guest or Guest Student, which are directly added in Canvas by Canvas School Administrators with appropriate approvals.

### WUCRSL/SIS Admin Notes

Adding/removing instructors, AIs, support roles, and/or enrolled/waitlisted students cannot be done in Canvas. It must be done in WUCRSL (for instructors/AIs/support people) or SIS (for enrolled/waitlisted students). Contact your area's course administrator for assistance.

By default, Canvas Gradebook access is turned off for AI, MTE-AI, Support, Mentor, and UGAI (see "No GB" roles above). However, gradebook access for these roles can be turned on by clicking the WUCRSL "Access Bb Gradebook" checkbox. Once access to the gradebook is established in WUCRSL, permissions in CANVAS change (see "w/GB" roles above). Contact your area's course administrator for assistance with this extra gradebook setting.

Support persons may be granted additional access to certain tasks related to, but completely outside of Canvas. These include Enter EGrades, View WebFAC Grades and Evaluate. Contact your area's course administrator for assistance.

<table>
<thead>
<tr>
<th>Role</th>
<th>SIS Role</th>
<th>WUCRSL Role</th>
<th>WUCRSL Role - Graduate Students</th>
<th>WUCRSL Role - Instructors and Staff</th>
<th>WUCRSL - Undergraduates</th>
<th>Canvas Role Only</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Student</td>
<td>Grader</td>
<td>Support (Fac/Staff) No GB</td>
<td>Support (Fac/Staff) w/GB</td>
<td>Mentor No GB</td>
<td>Mentor UGAI No GB</td>
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<td></td>
<td>Wait List</td>
<td>Grader</td>
<td>Support (Fac/Staff) w/GB</td>
<td>Mentor UGAI No GB</td>
<td>UGAI (w/GB)</td>
<td>UG Grader</td>
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<td></td>
<td>Instructor</td>
<td>Grader</td>
<td>Mentor UGAI (w/GB)</td>
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<td>Non-MTE-AI</td>
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<td>Observer</td>
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</table>

### WUCRSL Role - Graduate Students

- **Student**: Directly added in Canvas by Canvas School Administrators with appropriate approvals.
- **Wait List**: Directly added in Canvas by Canvas School Administrators with appropriate approvals.
- **Instructor**: Directly added in Canvas by Canvas School Administrators with appropriate approvals.
- **MTE-AI**: By default, Canvas Gradebook access is turned off. However, access can be turned on by clicking the WUCRSL "Access Bb Gradebook" checkbox. Once access to the gradebook is established in WUCRSL, permissions in CANVAS change. Support persons may be granted additional access.
- **Non-MTE-AI**: By default, Canvas Gradebook access is turned off. However, access can be turned on by clicking the WUCRSL "Access Bb Gradebook" checkbox. Once access to the gradebook is established in WUCRSL, permissions in CANVAS change. Support persons may be granted additional access.

### WUCRSL Role - Instructors and Staff

- **Support (Fac/Staff)**: By default, Canvas Gradebook access is turned off. However, access can be turned on by clicking the WUCRSL "Access Bb Gradebook" checkbox. Once access to the gradebook is established in WUCRSL, permissions in CANVAS change. Support persons may be granted additional access.
- **MENTOR**: By default, Canvas Gradebook access is turned off. However, access can be turned on by clicking the WUCRSL "Access Bb Gradebook" checkbox. Once access to the gradebook is established in WUCRSL, permissions in CANVAS change. Support persons may be granted additional access.

### WUCRSL Role - Undergraduates

- **UGAI**: By default, Canvas Gradebook access is turned off. However, access can be turned on by clicking the WUCRSL "Access Bb Gradebook" checkbox. Once access to the gradebook is established in WUCRSL, permissions in CANVAS change. Support persons may be granted additional access.

### Course Permissions

- **Analytics - View pages**: All roles have access.
- **Announcements - View**: All roles have access.
- **Assignments and Quizzes - Add / Edit / Delete**: All roles have access.
- **Conversations - Send messages to entire class**: All roles have access.
- **Conversations - Send messages to individual course members**: All roles have access.
- **Course Calendar - Add, Edit / Delete**: All roles have access.
- **Course Content - Add / Edit / Delete**: All roles have access.
- **Courses - Change visibility**: All roles have access.
- **Courses - View usage reports**: All roles have access.
- **Discussions - Create**: All roles have access.
- **Discussions - Moderate**: All roles have access.
- **Discussions - Post**: All roles have access.
- **Discussions - View**: All roles have access.
- **Grades - Edit**: All roles have access.
- **Grades - Select final grade for moderation**: All roles have access.
- **Grades - View all grades**: All roles have access.
- **Grades - View audit trail**: All roles have access.
- **Groups - Add / Edit / Delete**: All roles have access.
- **Groups - View all student groups**: All roles have access.
- **LTI - Add / Edit / Delete**: All roles have access.
- **Learning Outcomes - Add / Edit / Delete**: All roles have access.
- **Learning Outcomes - Import**: All roles have access.
- **Manage Course Files - Add**: All roles have access.
- **Manage Course Files - Delete**: All roles have access.
- **Manage Course Files - Edit**: All roles have access.
- **Manage Course Sections - Add**: All roles have access.
- **Manage Course Sections - Delete**: All roles have access.
- **Manage Course Sections - Edit**: All roles have access.
- **Manage Courses - Conclude**: All roles have access.
- **Manage Courses - Delete**: All roles have access.
- **Manage Courses - Publish**: All roles have access.
- **Manage Courses - Reset**: All roles have access.
- **Manage Pages - Create**: All roles have access.
- **Manage Pages - Delete**: All roles have access.
- **Manage Pages - Update**: All roles have access.
- **Question Banks - View and link**: All roles have access.
- **Rubrics - Add / Edit / Delete**: All roles have access.
- **Student Collaborations - Create**: All roles have access.
- **Users - View list**: All roles have access.
- **Web Conferences - Create**: All roles have access.