How do I create a Development, Project, Quality Matters, or Training course?

Tell Me

In order to prepare content or use Canvas for non-semester work, you can request the following Canvas courses:

- **Development**: Used to create new course content. You do not teach from this type of course; it is just a placeholder to be used to setup a course before the official Banner course is added to Canvas.
- **Project**: A course for uploading information that a group of people needs. An online course where participants can collaborate via discussions.

Canvas Gradebook!

The Canvas Gradebook is NOT available to students in a Project course.

- **Quality Matters (QM)**: Used for faculty participating in QM Review process. You can request either a QM Development or a QM Review course.
- **Training**: A formal training course where a user goes through all the material, takes a quiz that must be passed, and gets a grade. Example: Security Awareness Training.

Cross-listed or Combined Course

If you need a cross-listed, or combined Canvas course, follow these directions.

1. Open the Canvas Course Request form
2. If you are not logged into your NinerNET account, enter your credentials; username and password. Click **Login**

3. The Canvas Course Request form is displayed
4. Specify whether or not you will need the gradebook
5. Enter the name of the new course
6. Click **Next**

If you select Yes to using the gradebook:

7. You will be prompted about the type of course you want to create, click **Next**
b. You will be prompted about enrollment, click Next

c. You will be prompted about whether or not the course is recurring, click Next

d. You will be prompted about whether or not you will use external apps, click Next
e. Click **Submit** to create the course

f. You will receive an email informing you the course is created

8. If you select No to using the gradebook:
a. You will be prompted about enrollment, click Next

b. You will be prompted about whether or not the course is recurring, click Next

c. You will be prompted about whether or not you will use external apps, click Next
d. **Click Submit to create the course**

![Canvas Course Request Form]

Click submit to finish.

![Email notification]

You will receive an email informing you the course is created.

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**Related FAQs**

- What external tools are available for Canvas?
- How often are course enrollments updated in Canvas from Banner?
- How do I students log into Canvas and access their courses?
- How do I create a Development, Project, Quality Matters, or Training course?
- How do I link library resources in my Canvas course?