# How to Integrate the Ares Course Reverses System with the Canvas Course Management System

Activating the Course Reserves link in Canvas gives instructors a quick and accurate way to create courses in Ares, and gives students and instructors a direct link to the course reserves listing in Ares. To create a course and add course listings in Ares using Canvas, take the following steps:

1. Go to https://lss.at.ufl.edu/; log into your user account, and select the class to be integrated.


2. Find and click on the Settings link, located on the left side of the page.
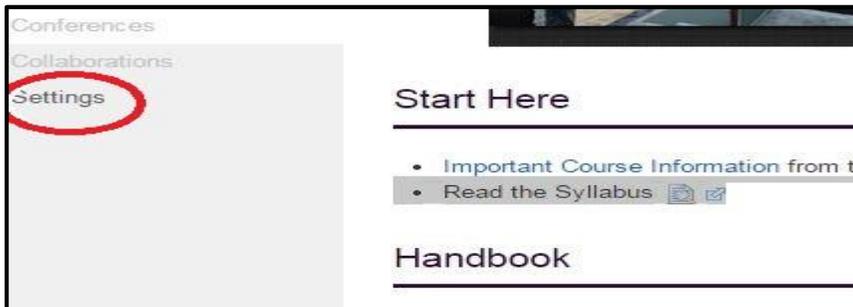
3. Find and click on the Navigation tab.

4. **Look for Course Reserves in the list "Drag items here to hide them from students".**

Drag items here to hide them from students.

Disabling most pages will cause students who visit those pages to be redirected to the course home page.

LockDown Browser
Page disabled, won't appear in navigation

Course Reserves
Page disabled, won't appear in navigation
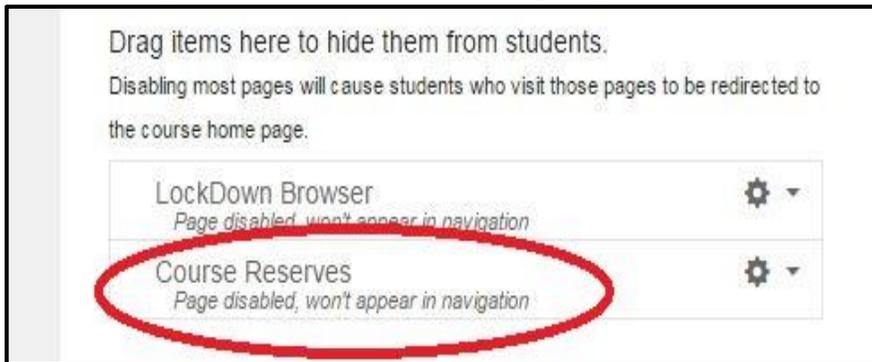
5. **Drag Course Reserves to the list "Drag and drop items to reorder them in the course navigation" and drop to activate the module.**

Drag and drop items to reorder them in the course navigation.

Home

Announcements

Course Reserves

Assignments

6. **Click on the Save button at the bottom of the page to save your changes.**

Collaborations
Page disabled, will redirect to course home p

MyLab and Mastering
Page disabled, won't appear in navigation

Peerceptiv
Page disabled, won't appear in navigation

i>clicker
Page disabled, won't appear in navigation

LockDown Browser
Page disabled, won't appear in navigation

Save
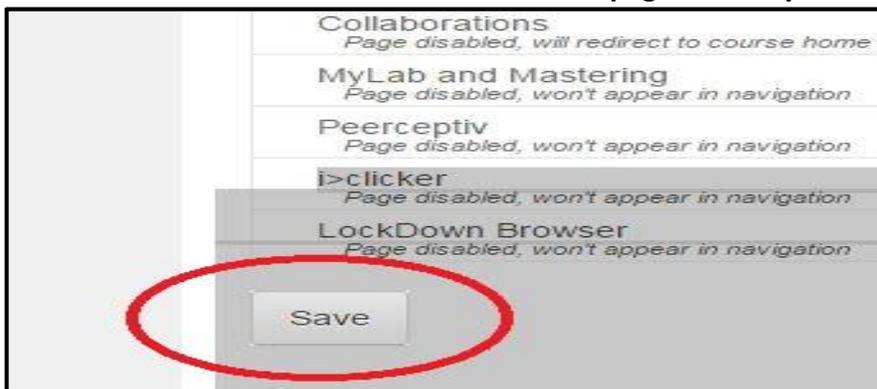
7. **On the next screen, click on the Course Reserves link on the left side of the page.**

Course Reserves for Instructors
Ongoing Term

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Course Det

Home

Announcements

Drag and dr

Course Reserves

Assignments

Home

Discussions

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8. **On the next screen, there will be a pulldown menu with the words "Current Semester". Use the pulldown menu to choose the appropriate semester. If you do NOT see this screen (For example, if the screen displays an error message of "An error occurred while attempting to process your Basic LTI request.", contact the Course Reserves unit at 352-273-2520 for further assistance.**
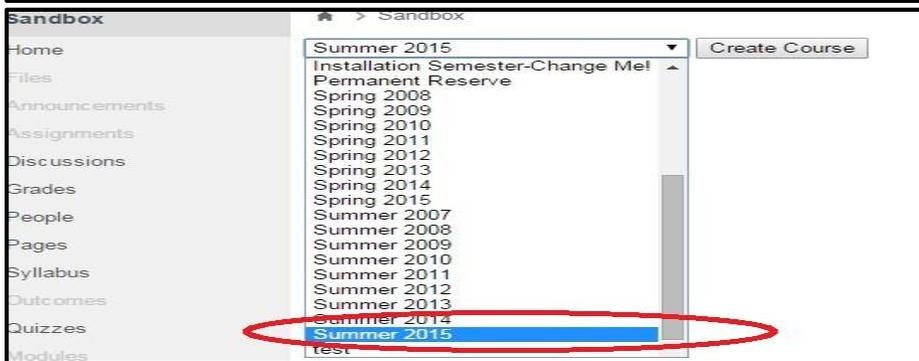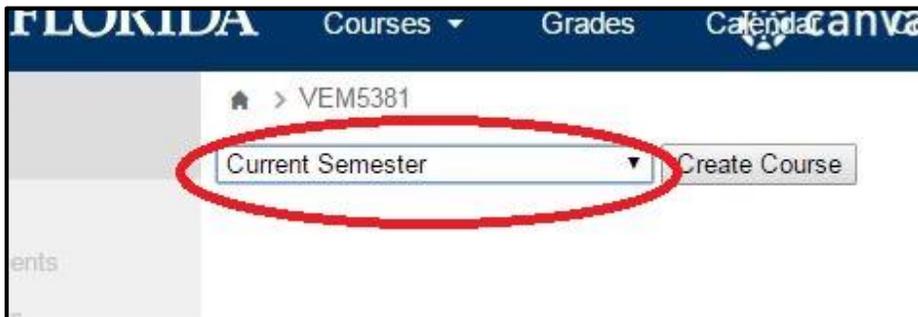
9. **This creates the course automatically in Ares, and items may be added to the course using the Add Items link on the left side of the page.**
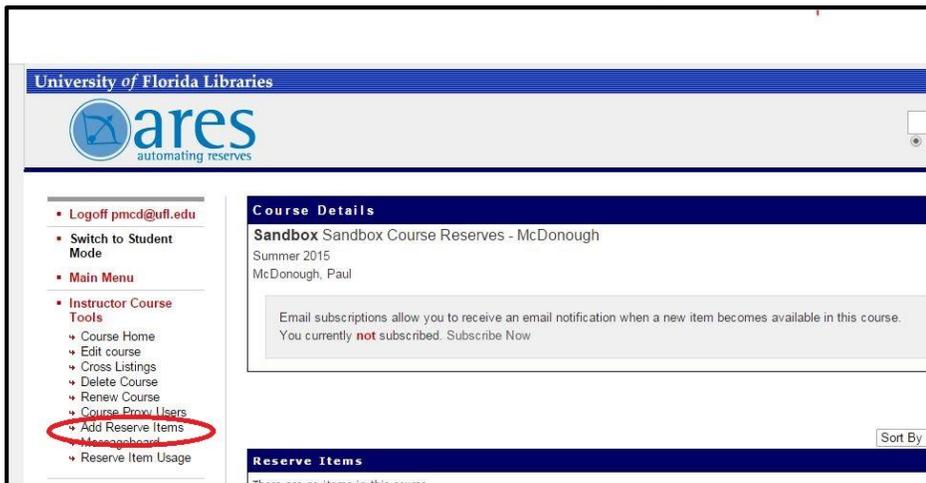
IMPORTANT: This creates a new course in Ares. Instructors can now add course materials to the course via the Add Reserve items link. If you have already created a course and listings in Ares and need to transfer these listings to your newly-created course, or if you experience any other problems, contact the Course Reserves Unit at 352-273-2520

To add reserve items from a previously-listed course to your newly created Canvas course:

Once you have created the course in Ares via Canvas, take these steps to import materials from a previously listed course into the new course.

1. **Under Instructor Course Tools, click on the Add Reserve Items link.**

2. **A list of previously-taught courses will show up under the heading "Or would you like to import from a current or previously taught course? ". Select the course to be imported into the new course by clicking on the name of the course.**

3. **A list of all items from the previous course will open. By default, all items are selected; remove the checkmarks from any items that should not be imported to the new course.**

4. **Scroll to the bottom of the page; click on the Import button to complete the process.**

5. **When the process is complete, a message will appear to conform the item importation.**

For further assistance, please contact the Course Reserves Unit at 352-273-2520.