To all UWL Personnel,

UWL is in the final days of transitioning to Canvas. This announcement is a reminder about the deadlines related to the termination of D2L, what you will need to do to migrate your D2L courses to Canvas, and the support available in August to help you make the transition to Canvas.

Deadlines for termination of D2L:

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<tr>
<th>Date</th>
<th>Deadline Details</th>
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<tr>
<td>August 23, 2019</td>
<td>D2L will be removed from website navigation. You can still access D2L until September 13 directly from this address: <a href="https://www.uwlax.edu/d2l/">https://www.uwlax.edu/d2l/</a></td>
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<td>September 1, 2019</td>
<td>D2L will no longer be available for instruction.</td>
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<td>D2L will no longer be available for non-instructional purposes, e.g., D2L sites used by departments, units, and committees.</td>
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<tr>
<td>September 13, 2019</td>
<td>You will no longer have access to your D2L courses.</td>
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To transition to Canvas, you will need to do three things:

1. Migrate your D2L course files to Canvas.
2. After migrating your files to Canvas, you may need to sort and reorganize them in Canvas.
3. Learn basic features of Canvas so you can prepare to teach your fall courses in Canvas.

NOTE: If you will be going up for promotion or tenure in the next 2-4 years, think very carefully about what you might need to extract from D2L. When you do a D2L course export, student grades and submissions do not come with. Think about what you need to preserve and follow these migration directions, as needed.

**As per your job responsibilities, you need to retain a copy of the scores you assigned that led to your final grades for each course you taught over the last two years. Directions on how to export D2L gradebook data can be found on the migration direction webpage.**

If you need assistance with Canvas, please use the following support options:

- **Canvas 24/7/365 Support**
  For day-to-day and after-hours assistance, we encourage you to call Canvas Support at 833.826.8720. Their agents can help you with all types of Canvas questions.

- **Do-It-Yourself**
  Use digital resources to:
  - carry out course migration on your own
  - manage course files in Canvas
  - become familiar with Canvas features

- **CATL Canvas Workshops**
  Attend Canvas help sessions on course migration and setting up/building a course. These sessions involve short presentations followed by work time for questions and concerns.

- **CATL Consultations: Meetings Week**
  During meetings week, CATL staff will be traveling to various academic buildings to hold Canvas consultations for
specific colleges. In addition, all campus consultations will be held in CATL offices throughout that week. A full schedule was created in coordination with the associate deans.

- **CATL Consultations: Drop In for individual assistance**
  Staff will be available before meetings week to help with course migration and answer questions about using Canvas.

- **UWL Canvas Support Staff:**
  - Stephanie Speer, sspeer@uw.lax.edu, Canvas Administrator
  - Marjorie Bazluki, mbazluki@uw.lax.edu, Instructional Designer
  - Kristin Koepke, kkoepke@uw.lax.edu, CATL Director (Interim)