

From: [Teaching and Learning Commons](#)

Subject: Fall faculty- course shell change needed

Date: Wednesday, July 20, 2022 9:49:00 AM

Attachments: [image001.gif](#)

Attention Fall Faculty (Trades and CPS not impacted)

Our automated process for setting up fall course shells has made an error and we **need you to make an adjustment to your course settings** – specifically the course start date. This is a quick and easy change to make [Please follow the instructions in this article](#). If this is not done your course will end mid-semester.

Our apologies for this issue, we greatly appreciate your assistance, as there is not an automated way for us to address this without deleting and re-issuing all the course shells and this would cause some of you to lose updates you may have already done.

If you would like assistance to make this change please log a ticket at the [IT/TL portal](#)

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