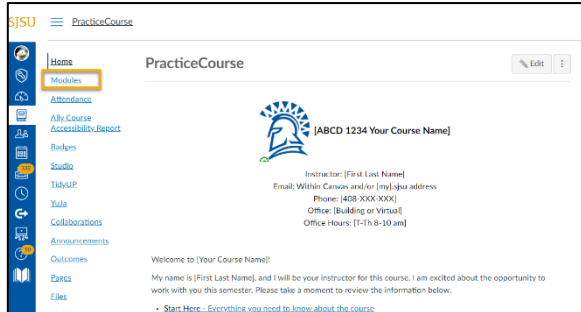
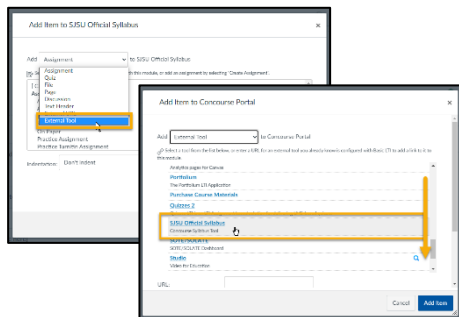
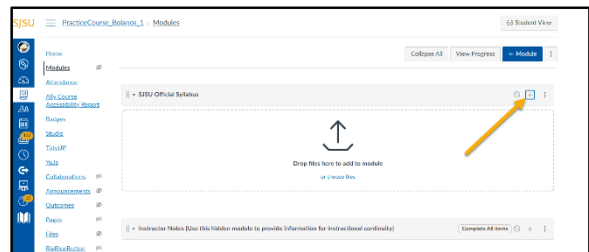


Adding the SJSU Accessible Syllabus to a Course

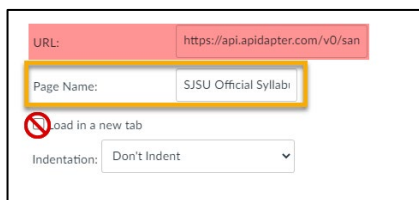


1) To add the SJSU Accessible Syllabus to your course, go to the module you want to add it to or [create a module in your Canvas Modules area](#).

2) Once you have the module created, click on the + sign to add the External Tool to the module.



3) A dialog popup box will appear, select External Tool to open the external tool list. Scroll down on that list to find SJSU Official Syllabus listed and click it to select it. Click the blue button labeled Add Item to confirm the selection.

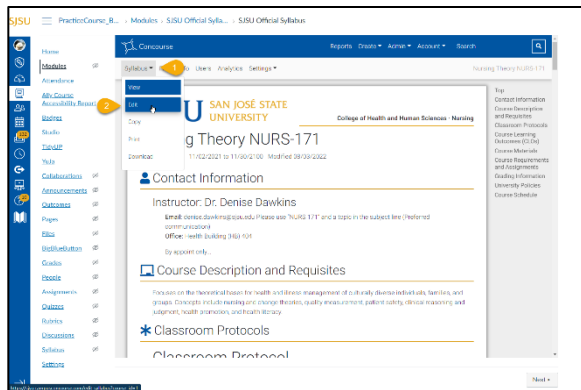
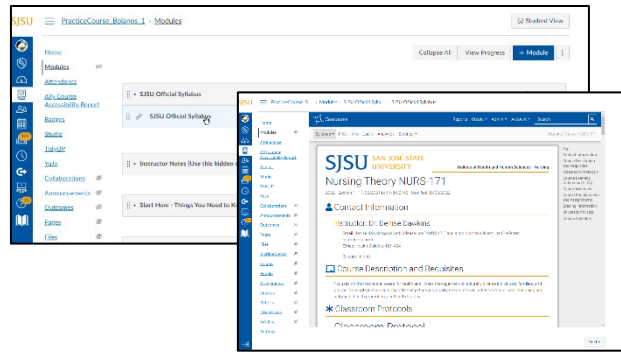


NOTE: Do not modify the URL as this will break the link to your Syllabus.

You can rename the page shown in the gold box on the image. Do not have it load in a new tab.



4) Once you added the External Tool item, it should appear in the Canvas Module. Click on the name to view your Syllabus.



5) To edit your Syllabus, click on the dropdown menu in the top left (1), and select Edit (2). Then you will be able to edit most of the sections as needed. **NOTE:** Most items can be copied and pasted into the Accessible Syllabus, with the exception of tables. Please use the SJSU Accessible Syllabus table tool in the rich content editor.

6) In Edit Mode, you will see the options to add sections to your syllabus. If you have any issues with the SJSU Accessible Syllabus or need assistance with editing your syllabus, please contact [ecampus](mailto:ecampus@sjsu.edu) to assist you with it.

