
RaiderCanvas User Access Roles and Requirements

RaiderCanvas User Access Control Process

In response to an audit of the processes we follow to allow access to courses in RaiderCanvas, we have made changes that provide flexibility to departments but also ensure that the necessary controls are in place to safeguard student information.

Please send an email to [RaiderCanvas Support](#) to request a user added to a course in RaiderCanvas. We will need the complete course information, including the course CRN number, and the users R#.

NOTE: As noted in the next section, Instructors and Teaching Assistants need to be added using Schedule Builder in Banner by your department scheduler.

Privileged Roles (Grade Center Access)

To request that the following user roles (**Instructor, Teaching Assistant, Research Assistant or Graduate Assistant with a secondary TA appointment**) be added to the course, contact your Department Scheduler to add them to the course in Banner.

Instructor Role

- All instructors must be assigned to the course in Banner by the department scheduler. If they were not hired to work in the section they are requesting to be added to, they can be added as the IOR in Banner with a 0% compensation.
- FERPA required.

Teaching Assistant (TA) Role

- TAs who are hired with the Teaching Assistant title (an ePaf with a faculty/instructional role) must be assigned to the course in Banner by the department scheduler for all current and future courses.
- TAs will initially go to RaiderCanvas in the role of Instructor but will change to the role of Teaching Assistant overnight.
- FERPA required.

Research Assistant (RA)

- Research Assistants (RAs) cannot be added to a RaiderCanvas course in any role unless they have a secondary appointment with instructional permissions.
- If you would like your RA added to a course in RaiderCanvas, you will have to create a secondary ePaf that designates them as a TA for some percentage of their appointment.
- RAs with instructional permissions must be assigned to the course in Banner by the department scheduler for all current and future courses.
- FERPA required.

To request that the following user roles (**Graduate Assistant, Grader**) be added to a course, send an email to [RaiderCanvas Support](#) to request to have a user added to a course in RaiderCanvas. We will need the complete course information, including the course CRN number, and the users R#.

Graduate Assistant (GA) Added as a TA

- Graduate Assistant (GA) grading must be overseen by the instructor of record.
- The GA cannot provide independent instruction; IOR credentialing is required to provide independent instruction.
- The GA does not need to be credentialed to work from assigned materials by the IOR (e.g., working problems/homework in a recitation or course review, holding office hours to help with homework, etc.).
- FERPA required.

Grader Role

- Grading must be overseen by the instructor of record.
- Graders have access to the Grade Center. They do not have access to edit course content.
- FERPA required.

Graduate Student Added to Graduate Course as a Grader

- Only graduate students who have completed coursework and/or have been admitted to candidacy can be added to graduate courses as a Grader.
- FERPA required.

Undergraduate Student Assistant Added to a Course as Grader

- If the undergraduate student has 90 credit hours or better, they can be added to 2000 level or below courses as a Grader.
- Undergraduate Student Assistants **cannot** be added to any graduate course.
- FERPA required.

Non-Privileged Roles (No Grade Center Access)

To request that the following user roles (**Course Builder, Supplemental Instructor, Learning Assistant**) be added to a course, send an email to [RaiderCanvas Support](#) to request to have a user added to a course in RaiderCanvas. We will need the complete course information, including the course CRN number, and the users R#.

Course Builder Role

- The Course Builder role has access to view and edit course content.
- Graduate students cannot be added to graduate courses as a Course Builder unless they have completed course work and/or been admitted to candidacy.
- Undergraduate students cannot be added to courses as a Course Builder.

- FERPA required.

Supplemental Instructor (SI) Role

- The Supplemental Instructor (SI) role has access to view course content as a student does.
- The SI role is used for Supplemental Instructors and Sign Language Interpreters (to review material to be familiar with material to assist the student).
- FERPA required.

Learning Assistant (LA) Role

- The Learning Assistant (LA) role has access to view course content as a student does.
- The LA role is used for those users who are hired as Learning Assistants.
- FERPA required.