

How to select your transition path to Canvas

1. Can you afford paying in the range of \$5 to \$8 per registration in order to outsource to UWEX Registration Services the business processes of learner registration (online credit-card payments, record-keeping and reporting, and learner transcripts), payment handling (including third-party billing, POs, international payments, collections, accounting, etc.), customer service (with a full-time pool of staff reachable by phone / e-mail / fax / walk-up), and automatically providing immediate learner access to Canvas?
 - a. If yes: Then you should use the L3 automation process. **Do you need to go live with registrations before March 1, 2018?**
 - i. If yes: **Option C** below is your best fit.
 - ii. If no: Do you need to go live with registrations before April 2018?
 1. If yes: Are you comfortable being an "early adopter" with the new Canvas automation process?
 - a. If yes: **Option A** below is your best fit.
 - b. If no: You will need to temporarily rely on **Option B or C** below during the transition period between now and April 2018, and then begin using **Option A** in April/May 2018.
 2. If no: **Option A** below is your best fit.
 - b. If no: Do learners need to access Canvas immediately after registration (as opposed to the learners waiting several business days or longer between registration and getting access to Canvas)?
 - i. If yes: Then your choices are either:
 1. Justify paying \$8/registration, change your answer to question #1 to "yes" above, and proceed from there.
 2. Consider **Option D** below.
 3. Reset your expectations for turnaround time and consider **Option B**.
 - ii. If no: **Option B** below is your best fit.

Option A - full automation

Use the L3-Canvas automation solution that goes live by March 1, 2018. Contact migration project manager Marta Studnicka marta.studnicka@wisc.edu if you are interested.

Option B - manual

Option B-1: Rely on Learn@UW Support to manually set up your learners with Canvas access.

Option B-2: Pending case-by-case approval from Learn@UW Support, you take on the task of manually setting up your learners with NetIDs (using a DoIT-supported system called Manifest,

see <https://kb.wisc.edu/26039>), one learner at a time, and then you manually add each of them to your Canvas space. This can give you more control over the process, particularly relating to direct communication with your participants during the process.

[tentatively **Option B-3** being considered as of 10/26/17, possibly available by March 1, 2018:] Use the **Option A** process **without** using the UWEX online registration system. This can also be described as equivalent to **Option B-2** with the following differences:

1. You will use a system called CSIS (see <https://kb.wisc.edu/csis/>) instead of Manifest, and the CSIS Support service will review and approve your use of this solution, instead of Learn@UW Support.
2. You will be able to bulk-import your course participants in spreadsheet form. (This solution assumes you are handling "registration" on your own.)
3. You will not need to also take the manual step of adding the learners to your Canvas space, since that step will be automated.
4. You will be required to do some one-time set-up steps in CSIS for each of your programs.
5. You will use CSIS to create your noncredit Canvas spaces for each of your programs instantly, on your own, without going through Learn@UW Support to request each Canvas space.

Option C - transitional automation

Use the [L3-Moodle automation solution](#) available now, which becomes the L3-Canvas solution (option A) after March 1, 2018. As soon as your Canvas content is ready, simply post a link to the Canvas space from within your Moodle space. Possibly you won't need to build any course content in Moodle at all, simply a brief "welcome" message.

Until March 2018, you will also need to manually add the Moodle learners to your Canvas roster. Note that there may be an overnight delay between learners first setting up their NetID and you being able to find them in Canvas.

Option D - BYO registration system

Pursue a medium-sized IT integration project to connect your preferred online registration system to the L3 automation process. Estimated project magnitude is \$20k-\$50k for IT staff time.