

# HOWTO: Missing Class Sections in Securly Classroom

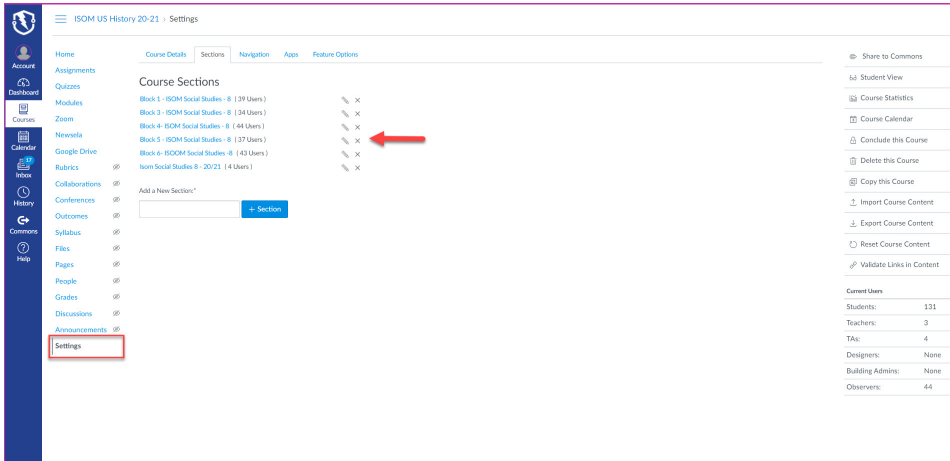
If you're working in Securly Classroom, and it appears to be missing some class sections, this article can help ensure those missing classes are added.



Securly Classroom is integrated with Google Classroom and Canvas, and picks up new changes overnight when it syncs with both. Please note that changes made will not be visibly effective until the following day.

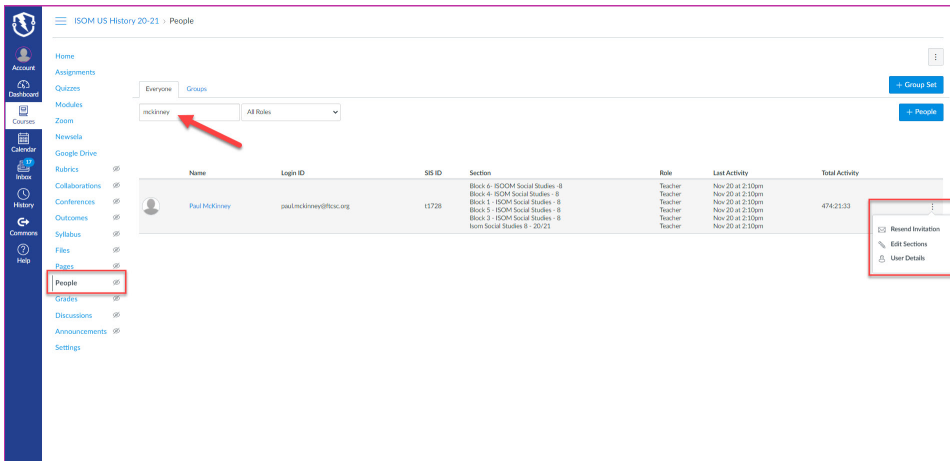
## Step-by-step guide (Canvas)

1. Verify that you have your Canvas course(s) split into different sections for the various class periods you teach. To do this, you will click on the **Settings** option for a course (on the left-hand side navigation list), then refer to the **Sections** tab:



The screenshot shows the Canvas interface for a course titled "ISOM US History 20-21". The left-hand navigation menu has "Settings" highlighted with a red box. The main content area is the "Course Sections" tab, which lists several sections with their respective user counts. A red arrow points to the "Block 5 - ISOM Social Studies - 8 (37 Users)" section. On the right side, there is a sidebar with various course management options like "Share to Commons", "Student View", "Course Statistics", etc. Below that, a "Current Users" section shows statistics for Students (131), Teachers (3), TA's (4), Designers (None), Building Admins (None), and Observers (44).

2. If you've verified that your course sections are setup properly, you'll next need to enroll as a teacher in each class section, which we'll walk through next.
3. Click on the **People** option for a course and search for yourself on the screen that is shown:



The screenshot shows the "People" page in Canvas for the same course. The left-hand navigation menu has "People" highlighted with a red box. The main content area shows a search bar with "mckinney" entered and a dropdown menu set to "All Roles". A red arrow points to the search results. Below the search bar is a table with columns for Name, Login ID, SIS ID, Section, Role, Last Activity, and Total Activity. The table lists Paul McKinney as a teacher for several sections. On the right side, there is a sidebar with options like "Re-send Invitation", "Edit Sections", and "User Details". A red box highlights the "Edit Sections" option.

4. When your name is shown, you'll click on the three dots on the right-hand side of the screen, then click **Edit Sections**.

5. In the **Section Enrollments** pop-up, you'll type the name of a missing section or browse for a missing section and add it to the list of sections you're currently enrolled into:

**Type or browse for any other sections here to enroll into**

Section Enrollments ×

Sections are an additional way to organize users. This can allow you to teach multiple classes from the same course, so that you can have the course content all in one place. Below you can move a user to a different section, or add/remove section enrollments. Users must be in at least one section at all times.

browse

Block 6- ISOOM Social Studies -8 - Teacher

Block 4- ISOM Social Studies - 8 - Teacher

Block 1 - ISOM Social Studies - 8 - Teacher

Block 5 - ISOM Social Studies - 8 - Teacher

Block 3 - ISOM Social Studies - 8 - Teacher

Isom Social Studies 8 - 20/21 - Teacher

Cancel **Update**

6. Once you've added all your missing sections you will click the blue **Update** button to save your changes.

**i** It would also be a good idea to use the steps above to make sure that students are enrolled in the right sections so they also show up in the right sections in Securly Classroom.

7. At that point, you're done! You will need to wait until Securly Classroom syncs with Canvas overnight to see the changes reflected in Securly Classroom.