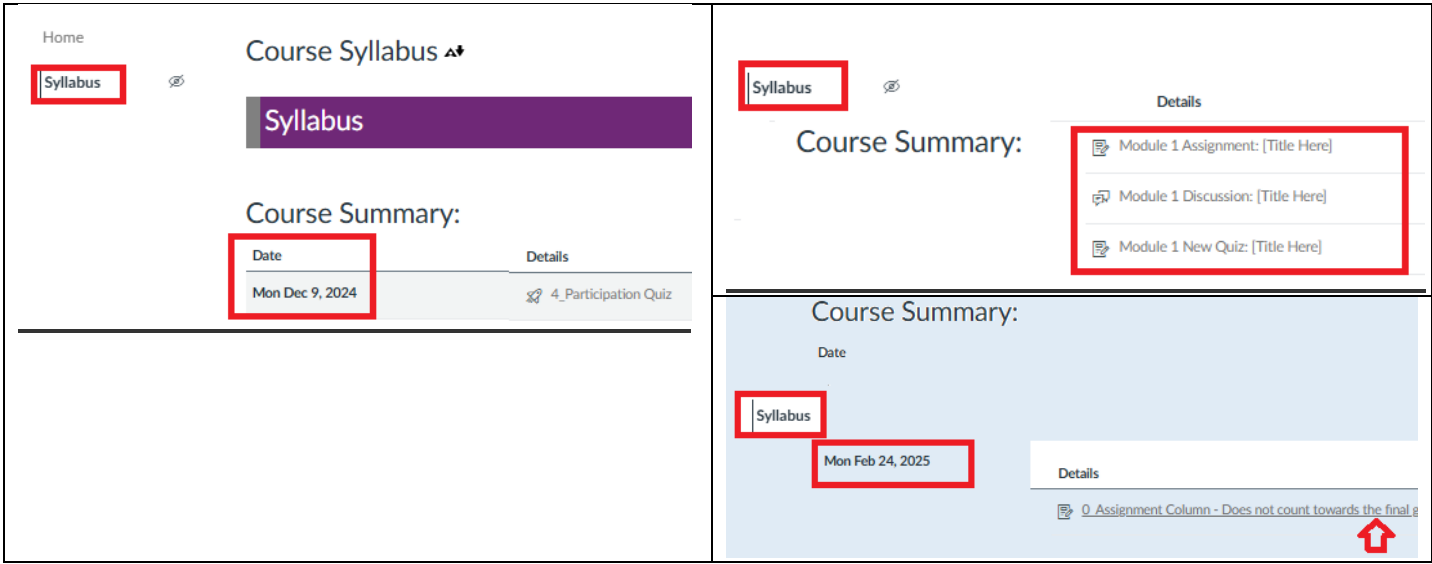


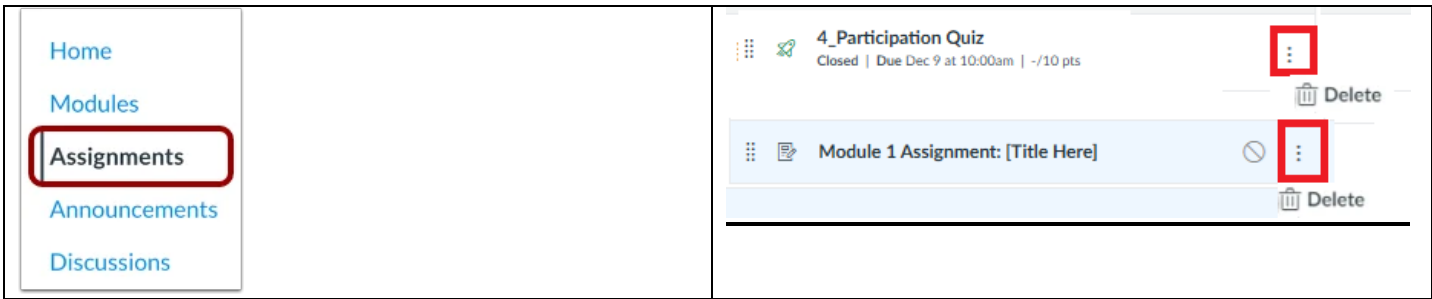
Fixing Past Due Dates after Course Import in Canvas Course

In Canvas, when you copy content from a previous term you may have old due dates. These will be visible to students. **Note:** During Course Import check the box for Adjust events and due dates - <https://community.instructure.com/en/kb/articles/660737-how-do-i-adjust-events-and-due-dates-in-a-course-import>. You will still need to correct dates to your Course Schedule.

- 1. Go to the Syllabus Link and scroll down to the bottom to the Course Summary – view past due items. Unpublished items may also be listed.

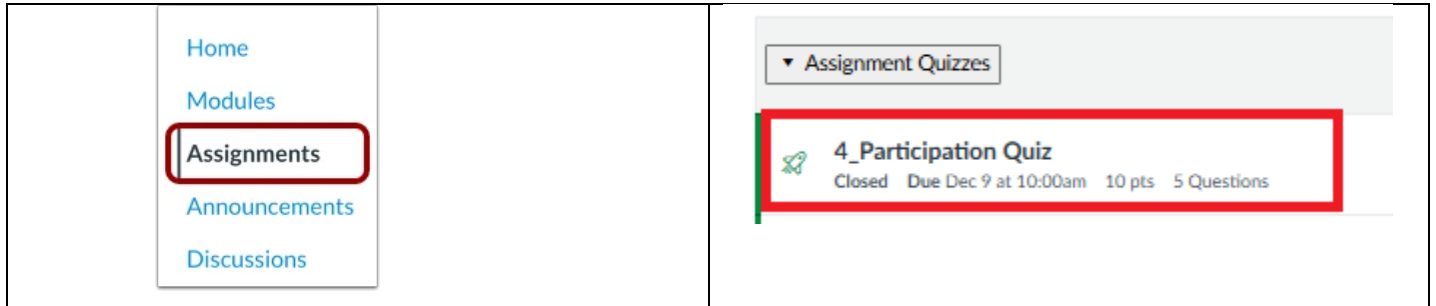


Option 1 - Under Course Summary – click on link to access item to update. To delete go to the Assignment Menu Index.



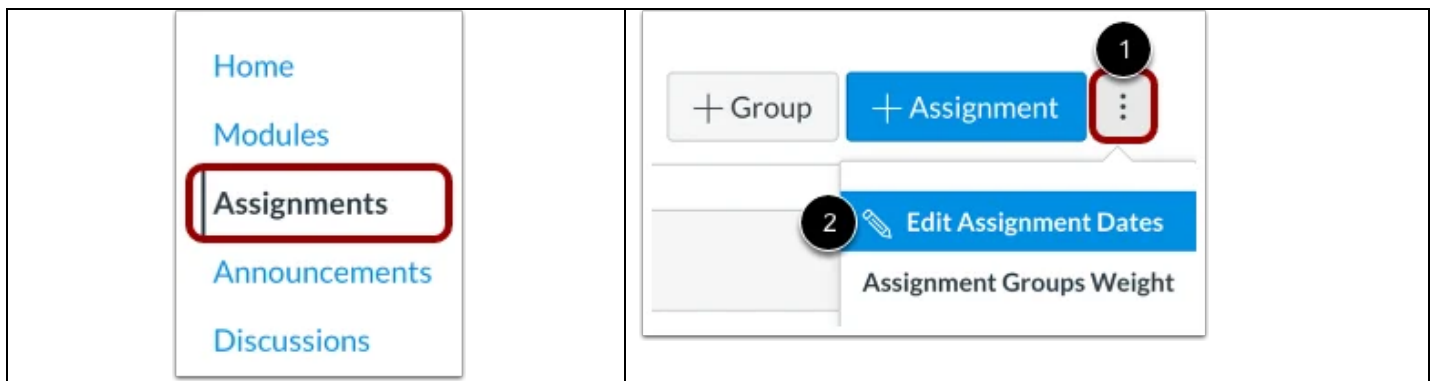
Option 2 - Go to the Assignments Menu Link

Note: Past Due Date (i.e. previous year/term) is not visible. You can click on the item to view dates (year) or select the 3 vertical dots at the top of page and select “Edit Assignment Dates.”



1. To Update Past Due Dates to Current Term (if using) - Select the 3 vertical dots at the top of page and select “Edit Assignment Dates.”

<https://community.instructure.com/en/kb/articles/660664-how-do-i-bulk-update-due-dates-and-availability-dates-as-an-instructor>



2. To Delete Past Due Dates (if no longer using) - Go to Assignments Menu and select the 3 vertical dots next to the Item to delete.

