Merge/Master Course Requests

Learning Objective

This document will help faculty 1. Distinguish between merge and master, 2. Submit a request for either option

1. Merge and Master

Merge

- Students from the client sections -81, -82 & -83 are **diverted** to the *parent* section -80.

- Client sections are *inactive and are unavailable* to students. All course activity takes place in the parent shell.

Merge is a good option for a multi-section courses taught by a single instructor
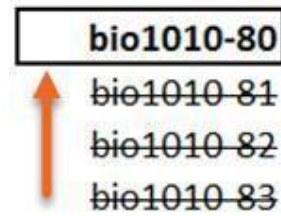
Master

- Students from client shells are added to a master section. The master section exists apart from the shells from which the students are drawn.

- The client course shells are autonomous and can be used to host content and interaction apart from that which takes place in the master shell

Master is appropriate for lecture/lab courses
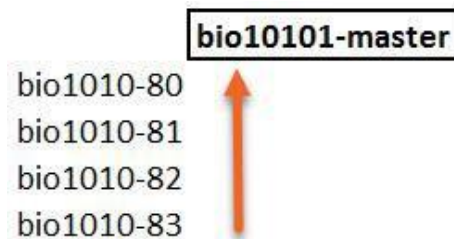
2. Request

- The form-based request too has been eliminated

- Use the Help Desk, http://www.wpunj.edu/helpdesk

- Use the request types *Blackboard* and *Merge Course Shells*

- Select *Merge* or *Master*

- Enter Department, course number and section numbers