People Link in Canvas

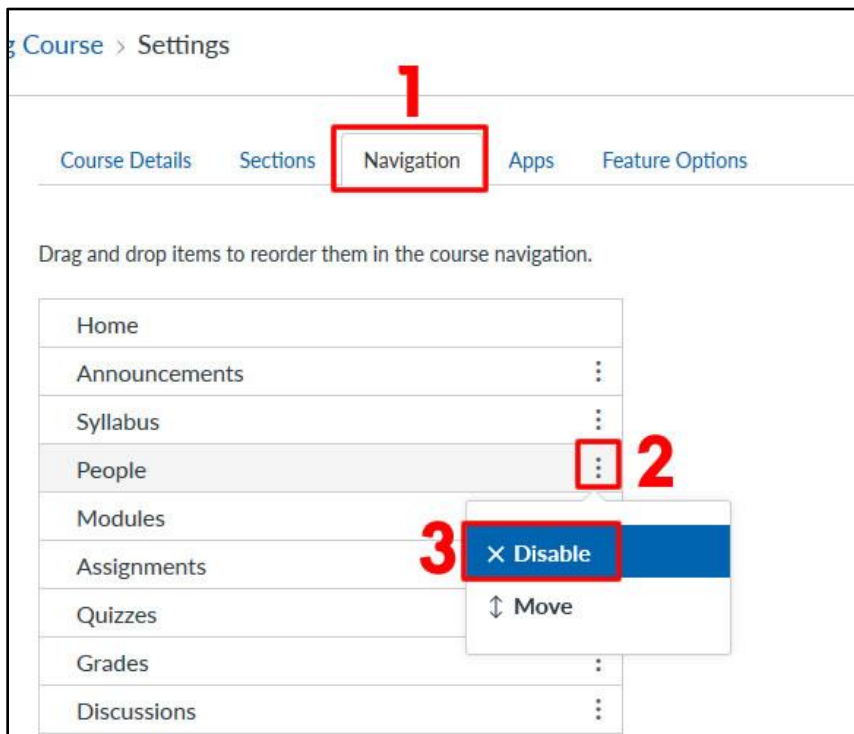**This document answers the following questions:**

How do I hide the People link in my course?

The People link **can be** hidden on a course-by-course basis.

To hide the People link:

1. Click **Settings** in the course menu

2. Click the **Navigation** tab

3. Click the **three-dot menu** next to People

4. Click **Disable**.
   This automatically moves the People link down to the "hidden from students" section.

What can students see when the People link is available?

- Students can see the student and teacher names of those in the course on the Everyone tab.
- Students can see the groups they are added to and can open the Group for more information.
  - Inside the Group they are enrolled in, they can see their group member names
  - When they click on a Group Member, they cannot initiate communication or see the group member's email address

People > Everyone Tab

People > Groups Tab

This example Groups tab has two self-enroll groups. The student is in the first one and has the option to switch to the second one.

People > Inside an enrolled Group > People link

In this example, the student has clicked inside their Group and on the People link in the group menu.

People > Inside an enrolled Group > People link > Group Member link

In this example, the student has clicked on one of the Group members to see their information.

Can students create their own groups?

Yes, if the People link is available in the course, then by default students can create their own groups.

To TURN OFF the ability for students to create their own groups:

1. Click **Settings** from the course menu

2. On the **Course Details** tab, scroll down to the bottom and click the **more options** link.

3. **Uncheck the box** next to "Let students organize their own groups"

4. Click **Update Course** Details

I am using Self-Enroll groups, do I need the People link turned on?
Yes. Students cannot access the Groups link to self-enroll in a group unless the People link is turned on.

Can students email each other?
No. As of now, the global setting for students to email each other is turned off. Students cannot email group members either.

How would students communicate with their group if they cannot email each other?
Students can start discussion forums in their groups to communicate.

Can I see the discussions students start in their group?
Yes.

If I adjust these settings in the master course, will they copy over to the live course?
Yes, the course settings will copy when you import a master course into a live course.