

Blackboard Section Merge Request Form

Cross-listed and multiple-sectioned courses in the Blackboard system **can be merged** to help instructors save time from having to duplicate content for several courses. Section Merge brings enrollments from one or more sections (“child” courses) into one “master” course. Once merged, students and instructors have access to one “master” course only.

To request a section merge – **fill out the form and email it to ITRequests@tamucc.edu**.

(*If an instructor is requesting that their course be merged with another instructor’s course, all instructors involved must send in consent to allow completion of the merge request.)

1. Your name (instructor of record):
2. Your Island ID:
3. Your A Number:
4. Your phone number:
5. Identify ONE “**master**” course (copy/paste full course designation in the space below):

NOTE: Course designation(s) can be found in: [32963.201409- \[FALL-14\] SMTE-1350-B01 - FUNDAMENTALS OF MATHEMATICS !](#)

- Blackboard – select, then copy and paste full course ID and name
 - (e.g. 12551.201401 [SP-14] HIST-1301-552 - U.S. HISTORY TO 1865)
- OR
- S.A.I.L. – select, then copy and paste complete row.

20015	BUSI-0010.W01	SEM	ORIENTATION TO ONLINE LEARNING
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6. Identify sections to be merged into the master course – list (copy/paste) full designation(s) for all “**child**” sections.



Please, fill out this form and send to ITRequests@tamucc.edu

Please expect up to two business days (8am-5pm) for your request to be completed!

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