

5 Things To Know About USING CANVAS

Learn more by visiting the first link on the Canvas Help menu

A Guide for New Faculty

1

Instructor and Student enrollment is automatic.

All requests to enroll a Teaching Assistant or Student Instructor to a Canvas course must be submitted through helpdesk@goucher.edu.

2

Adding content is easy!

Use the “+” add tool button, located throughout your course to add files, URLs, assignments, and other useful learning materials in their designated area.

Instructors can use the Modules tool to help organize their course’s content by weeks, units, and other different organizational layouts

3

If it isn’t Published, it isn’t visible.

Communication with students in Canvas can only start when a course is “**Published**” from the Home screen. Once you’ve published your course, students will then be able to receive announcements, messages, tasks, and more from their course.

4

Students are excited about the Canvas Student App.

This app is a free learning mobile tool that makes it simple for students to keep track of their course’s to-do list, calendar notifications, announcements and more on-the-go! Students can download the app from the Apple App Store or Google Play Store. There is a Canvas Teacher app for you too!

5

Help is available 24/7!

Need further assistance with Canvas? Not a problem! The Canvas Support Team is ready to help you 24/7 (holidays too). You can contact them via live chat, phone call or by email by clicking on the Help Icon (located on left-side navigation bar) when you are logged into your Canvas account.