

# Making Canvas Work for You

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## **Session Overview**

- 1. Implement time-saving strategies in Canvas for efficient teaching workflows.
- 2. Enhance clarity and communication with students using Canvas features.
- 3. Apply Personalize teaching approaches using advanced Canvas techniques and pedagogical strategies.





On a scale of 1 to 5, with 1 being "Not familiar at all" and 5 being "Extremely familiar,"

How would you rate your current familiarity with using Canvas?



On a scale of 1 to 5, with 1 being "Not comfortable at all" and 5 being "Extremely comfortable,"

How comfortable do you feel navigating and using the core (or basic) features of the platform for your teaching?



# Section 1: Time-Saving Strategies in Canvas



#### **Announcements**

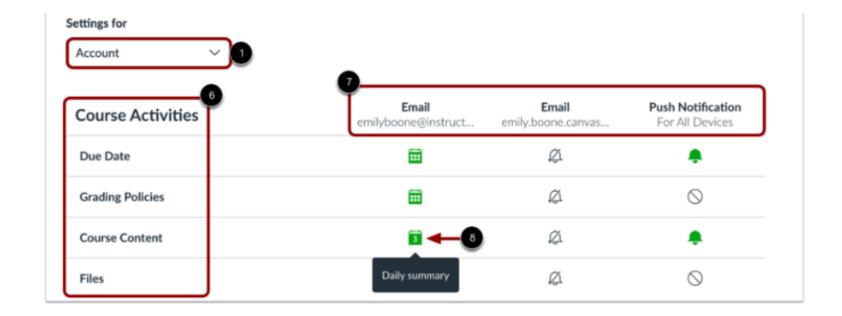
#### • Announcements:

- Effective use of Canvas announcements for important updates and course communication
- Treating announcements as your personal assistant



### **Notifications**

• Walk your students through on how to set up notifications for your course





#### **Notifications**

- Walk your students through on how to set up notifications for your course
- Prioritize essential notification to prevent information overload
  - Is that a weekly digest for non-urgent notifications...
  - Is that real-time notification for discussions...



### **Group Spaces**

• Benefits of Group Spaces within Canvas (Instructor & Students)

Efficient Communication and Collaboration



### **Benefits of Group Spaces**

#### **Instructor:**

• Centralized communication saves time and <u>reduces clutter</u>.

#### **Students:**

• Centralized communication saves time and reduces confusion.



## **Benefits of Group Spaces**

#### **Instructor:**

- Centralized communication saves time and <u>reduces clutter</u>.
- Seamless file sharing and editing streamlines feedback process.

#### **Students:**

- Centralized communication saves time and <u>reduces confusion</u>.
- Seamless file sharing and editing enable efficient collaboration.



## **Benefits of Group Spaces**

#### **Instructor:**

- Centralized communication saves time and <u>reduces clutter</u>.
- Seamless file sharing and editing streamlines <u>feedback process</u>.
- Streamlined coordination simplifies tracking group progress.

#### **Students:**

- Centralized communication saves time and reduces confusion.
- Seamless file sharing and editing enable efficient collaboration.
- Streamlined coordination <u>keeps</u> <u>students organized</u>.



## **Implementation Tips**

• Set clear expectations: Provide guidelines for effective Group space use.

 Prompt updates: Encourage frequent progress updates in the Group space.

Monitor and support: Regularly check and assist in Group spaces.





## Jamboard Instructions

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# **Section 2:**Enhancing Clarity and Communication



## **Utilizing Canvas Features for Clear Communication**

Highlighting the importance of consistency throughout the course design

Demonstrating high-impact ways of being consistent with Canvas features



## **Course Navigation & Layouts**

Course navigation ensures that students can easily find and engage the information they need.

- Designing with Modules
- Use Module Requirements Option
- Standardize Formatting
- Page Template Structures



## **Assignments & Assessments**

Consistency in assignment design and expectations helps students understand what is required of them and how to demonstrate learning.

- Assignment Naming Conventions
- Clear Instructions

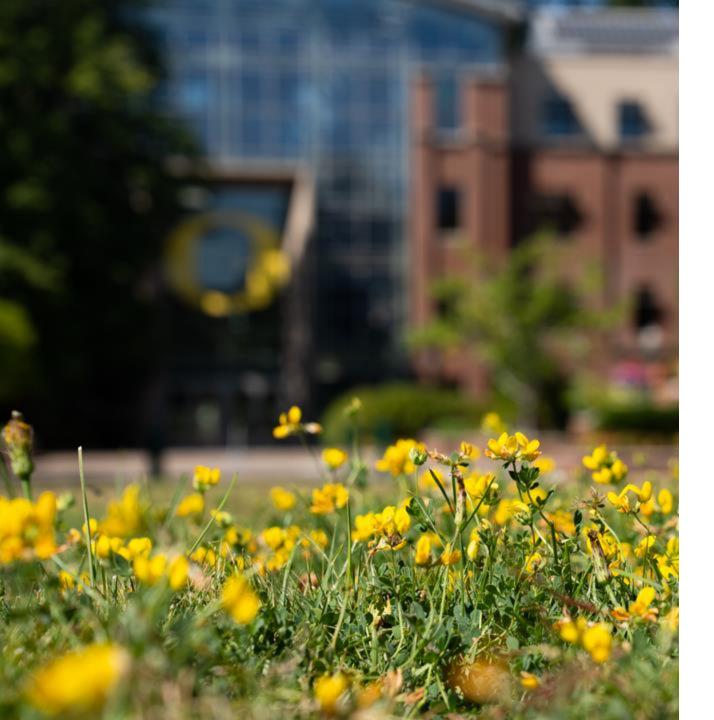
Consistency in assessment design promotes fairness and helps students prepare effectively.

- Rubrics
- Exam Settings





# Jamboard Discussion



## Section 3:

Assessment, A Day in the Life



## Assessment, A Day in the Life



#### SpeedGrader

Hiding grades, sorting students, AV attachments

#### Comment Library

 Save time on routine comments so you can spend your time where it matters most: individualized feedback

#### Rubrics

 Help you and your teaching team norm grades across sections; easy and clear tabulation of points, automatically recorded



# Jamboard Discussion

## **Summary & Key Takeaways**

- Implement time-saving strategies in Canvas for efficient teaching workflows.
  - Take advantage of automated communication tools
  - Schedule announcements in advance and customize notification preferences
- Enhance clarity and communication with students using Canvas features.
  - Maintain consistency throughout the course.
- Apply Personalize teaching approaches using advanced Canvas techniques and pedagogical strategies.
  - Utilize Canvas features such as rubrics, comment library, and SpeedGrader to personalize feedback.



# Canvas Teaching Materials

## **Mechanisms for Sharing Canvas Materials**



#### 1. Add someone to your Canvas course site

- When? Peer review; mentoring a colleague new to the course
- How? Go to "People" on Navigation bar; submit a Canvas ticket for past course

#### 2. Work with departmental colleagues to create a course shell / template

- When? Consistency across curriculum; new faculty onboarding
- How? Request a "development site" from Canvas Support; collaborate with UOO

## **Mechanisms for Sharing Canvas Materials**



- 3. Send a copy of individual materials from your Canvas course site
  - When? Collegial sharing of materials; community of practice
  - How? Canvas "Send To" or upload to Canvas Commons



## **Next Up: Canvas Teaching Materials**

1. Home Page

5. Discussion Prompts

2. Welcome Module

6. Assignments

3. Module Design

7. Canvas Rubrics

4. Page Design

8. Canvas Support