

Remote Teaching Tips- Canvas

Please visit the [Learning and Teaching Commons Canvas Shell](#) for more information.

- ✓ **ADD YOUR SYLLABUS TO CANVAS**
Use the Syllabus feature in Canvas or upload your syllabus as a PDF.
- ✓ **CHOOSE YOUR MODULAR STRUCTURE**
Determine whether thematic, weekly, or daily modules work best for your course/program.
- ✓ **ADD ASSIGNMENTS AND READINGS TO CANVAS**
All assignments, readings, and any other learning activities should be clearly reflected in the modules.
- ✓ **CHOOSE YOUR MEETING STRUCTURE**
Balance synchronous and asynchronous time. Think about how you are going to use your synchronous times in a way that maximizes interactivity and engagement with students.
- ✓ **DOUBLE CHECK YOUR DATES**
Ensure there are clear due dates and deadlines for all assignments, learning activities, and class meetings.
- ✓ **RECORD A WELCOME VIDEO**
Use the video feature in Canvas or a third-party video recording tool to create a short video introducing yourself to students and welcoming them to your course or program.
- ✓ **ADD SOME ASYNCHRONOUS DISCUSSIONS**
Consider adding some asynchronous discussions that help to prepare students for in-class discussions, or that allow students to reflect after class.
- ✓ **SIMPLIFY NAVIGATION**
Make sure that only the tools students will actively use in your course or program are visible in the navigation.
- ✓ **RECORD ASYNCHRONOUS LECTURES**
Use the video feature in Canvas or Zoom to record some short mini-lectures to supplement in-class activities and help students better understand key concepts.
- ✓ **ADD RUBRICS TO ASSIGNMENTS**
Rubrics can help to simplify grading and make expectations clearer for students. Use the Rubrics feature in Canvas to attach rubrics to the assignments in your modules.
- ✓ **CREATE SPACES FOR STUDENTS TO CONNECT**
Consider creating other spaces where students can connect around shared interests that are either related or unrelated to the class to help build online community.
- ✓ **CREATE ENGAGING POWERPOINT PRESENTATIONS**
Incorporate images, animations, and other features into your PowerPoint presentations, while ensuring that they meet accessibility standards.
- ✓ **GRADE AND PROVIDE FEEDBACK WITH EASE**
Set up Assignment groups so that assignments are properly weighted for easy grading. Use the Speed Grader feature in Canvas to quickly provide feedback to students. Use the "To Do" feature on the right-hand side of your Canvas Course homepage to quickly see what assignments have been submitted and need feedback.
- ✓ **TRY A CANVAS COLLABORATION**
Students can collaborate using Google Docs or Office 365 directly in Canvas. Consider adding a Canvas collaboration as part of a homework assignment or class activity.
- ✓ **EXPERIMENT WITH THIRD-PARTY TOOLS!**
Consider trying out one or two tools a quarter to slowly build up your knowledge of available third-party tools and integrations.