

The Other Side of Canvas

(an instructor's point of view)

GTA Workshop

<https://umsystem.instructure.com/>



Center for Advancing Faculty Excellence
cafe.mst.edu

THREE KEY AREAS

1. Communication

- Inbox
- Announcements
- Notification

2. Organization

- Modules
- Pages
- Files

3. Assessments

- Assignments
- Quizzes/Exams
- Grades/SpeedGrader

Communication

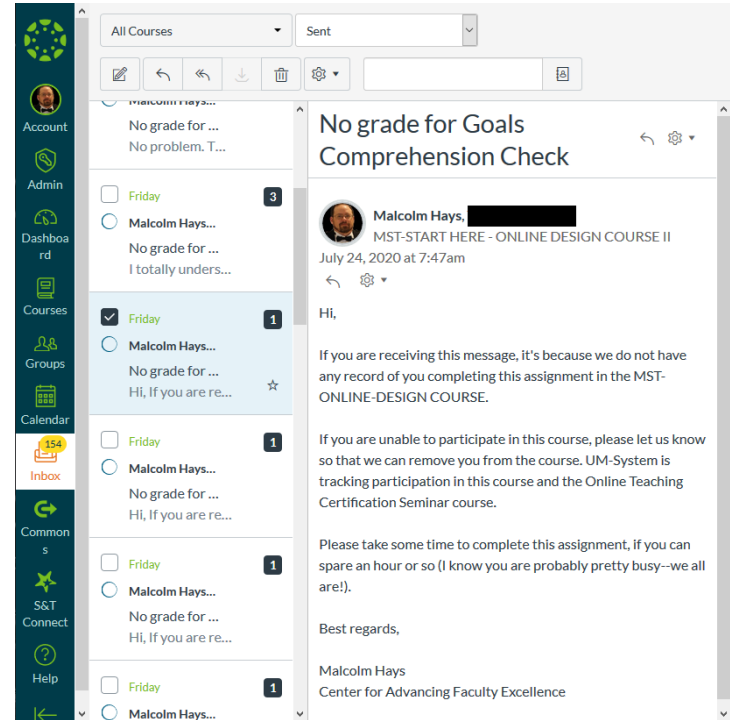
Why is communication important?

- Instructor presence
 - In an online course, how will students know they are being heard and listened to?
- Student presence
 - In an online course, how will you know if students are listening to you?
- Student-student interactions
 - Students can learn from each other
- Instructor-student interactions
 - Instructors help students stay on track with their learning process

Communication

Inbox

- Internal mail system within Canvas
- Sends emails to students' & instructors' external email account (Gmail/Outlook/etc.)
- Great for managing conversations within a course



Communication

Notifications

- Personalized for each user
- Managed at two-levels
 - Account level
 - Course level

Malcolm Hays > Notification Preferences

Notifications

Files

Settings

ePortfolios

Shared Content

QR for Mobile Login

Notification Preferences

Notify me right away Send daily summary Send weekly summary Do not send me anything

Show name of observed students in notifications.

Course Activities	Email Address mhays@mst.edu	Cell Number	Push Notification For All Devices
Due Date	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Grading Policies	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Course Content	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Files	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Announcement	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Announcement Created By You	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Grading <input type="checkbox"/> Include scores when alerting about grades. If your email is not an institution email this means sensitive content will be sent outside of the institution.	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Invitation	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
All Submissions	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Late Grading	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Submission Comment	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Blueprint Sync	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>
Discussions			

Communication

Notifications

- Personalized for each user
- Managed at two-levels
 - Account level
 - Course level

Home

Secure Exam Proctor

Panopto Recordings

Syllabus

Zoom UMSystem

Modules

Pages

Grades

Announcements

Quizzes

Assignments

Files

Conferences

People

Discussions

Outcomes

Collaborations

Rubrics

Settings

Account

Admin

Dashboard

Courses

Groups

Calendar

Inbox

Commons

S&T Connect

Help

Course Notification Settings

Enable Notifications for MST-MHAYS-SANDBOX

You are currently receiving notifications for this course. To disable course notifications, use the toggle above.

Course Activities	Email mhays@mst.edu	SMS 5732029035@...	Push push
Due Date	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grading Policies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Course Content	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Files	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Announcement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Announcement Created By You	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grading	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Invitation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All Submissions	Daily summary	<input type="checkbox"/>	<input type="checkbox"/>
Late Grading	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submission Comment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

https://mst.instructure.com/accounts

Organization

Why is organization important?

- Logical progression of materials for students
 - Easy to find resources
- Motivate student engagement
 - Keep students focused and moving forward
- Minimize distractions for students
 - Reduction of cognitive load

Teachers are designers. An essential act of our profession is the design of curriculum and learning experiences to meet specified purposes.

-- Wiggins and McTighe, *Understanding by Design* (2005)

Organization

Modules

- Simple, yet efficient
- Link to other content in Canvas (Pages, Quizzes, Recordings, etc.)
- Guided progression through course

The screenshot displays a Canvas LMS interface for a course titled "MST-MHAYS-SANDBOX". The left sidebar contains navigation options: Account, Admin, Dashboard, Courses, Groups, Calendar, Inbox, Commons, S&T Connect, Help, and a back arrow. The main content area shows the course structure under "Modules".

Course: MST-MHAYS-SANDBOX > Modules

Home [View Progress] [+ Module]

Announcements

Zoom UMSystem

Panopto Recordings

Syllabus

Modules

Grades

Pages

Rubrics

Conferences

Files

Assignments

Quizzes

People

Discussions

Outcomes

Collaborations

Settings

Getting Started Complete All Items

- Getting Started
- Suggested strategy on taking quizzes
- Syllabus Quiz (7 pts | Score at least 7.0)
- Student Introduction (20 pts | Contribute)

Section 1 - Introduction Prerequisites: Getting Started Complete All Items

- Lecture Activities
- 1.0 Introduction to 5612 2015.pptx
- State Blasters License.pptx
- Lecture Quiz 1 (5 pts | Score at least 4.0)
- Assignments

Organization

Pages

- Lots of flexibility for content
- Much more engaging visually
- More time & effort to create than modules

The screenshot shows a Canvas LMS interface for a course titled "MINING ENGINEERING 5612: Principles of Explosives Engineering". The page is titled "MST-MHAYS-SANDBOX" and includes an "Edit" button. A dark sidebar on the left contains navigation icons for Account, Admin, Dashboard, Courses, Groups, Calendar (with 154 items), Inbox, Commons, S&T Connect, Help, and a back arrow. The main content area features a header with the course title and a video player showing a mining site. Below the video are three buttons: "Announcements" (yellow), "Syllabus" (green), and "Grades" (blue). A "LECTURES" section lists five sections: "SECTION 0 - Getting Started", "SECTION 1 - Introduction", "SECTION 2 - Explosives", "SECTION 3 - Initiation Systems", and "SECTION 4 - Bench Blasting". A vertical menu on the left lists various course elements: Home, Announcements, Zoom UMSystem, Panopto Recordings, Syllabus, Modules, Grades, Pages, Rubrics, Conferences, Files, Assignments, Quizzes, People, Discussions, Outcomes, Collaborations, and Settings.

Organization

Files

- RECOMMENDED:
 - Hide FILES from students
 - Link to FILES from MODULES
 - Organize files into folders

The screenshot shows a Canvas LMS interface for a course titled "MINING ENGINEERING 5612: Principles of Explosives Engineering". The page is titled "MST-MHAYS-SANDBOX" and includes an "Edit" button. A left-hand navigation menu lists various course tools: Home, Announcements, Zoom UMSystem, Panopto Recordings, Syllabus, Modules, Grades, Pages, Rubrics, Conferences, Files, Assignments, Quizzes, People, Discussions, Outcomes, Collaborations, and Settings. Below the menu are icons for Account, Admin, Dashboard, Courses, Groups, Calendar (with 154 items), Inbox, Commons, S&T Connect, Help, and a back arrow. The main content area features a video player with a thumbnail showing a person in a red jacket in a mining environment. Below the video are three buttons: "Announcements" (yellow), "Syllabus" (green), and "Grades" (blue). Underneath these buttons is a "LECTURES" section with a list of links: "SECTION 0 - Getting Started", "SECTION 1 - Introduction", "SECTION 2 - Explosives", "SECTION 3 - Initiation Systems", and "SECTION 4 - Bench Blasting".

Organization

Course Menu Navigation

- REMOVE/HIDE what isn't being used
- ADD/KEEP what is being used

The screenshot displays a course management interface for 'MST-MHAYS-SANDBOX > Modules'. On the left is a dark blue sidebar with navigation icons for Account, Admin, Dashboard, Courses, Groups, Calendar, Inbox, Commons, S&T Connect, Help, and a back arrow. The main content area shows a list of course items under two sections: 'Getting Started' and 'Section 1 - Introduction'. Each item has a 'Complete All Items' button with a green checkmark and a plus sign. The 'Getting Started' section includes 'Suggested strategy on taking quizzes', 'Syllabus Quiz' (7 pts | Score at least 7.0), and 'Student Introduction' (20 pts | Contribute). The 'Section 1 - Introduction' section includes 'Lecture Activities', '1.0 Introduction to 5612 2015.pptx', 'State Blasters License.pptx', 'Lecture Quiz 1' (5 pts | Score at least 4.0), and 'Assignments'. A 'View Progress' button and a '+ Module' button are visible at the top right of the content area.

Assessments

Why assess students?

- What are you measuring/evaluating? Why?
- Are your assessments formative? Or summative?
- How many assessments are enough?
- What will students learn about themselves through your assessments?
- Do your assessments measure your student learning outcomes?

“Evaluation without development is punitive. Development without evaluation is guesswork.”

Theall, M. (2007, June 11). Basic issues in good evaluation practice. Invited presentation at the Academic Impressions Institute’s Using Faculty Evaluation Data for Decision Making, Boston, MA.

Assignments

- Variety of submission types
- Similarity-checking options
- Allow for peer-review
- Can be assigned to groups
- Allow for weighted grading

MST-MHAYS-SANDBOX > Assignments

Home

Announcements

Zoom UMSYSTEM

Panopto Recordings

Syllabus

Modules

Grades

Pages

Rubrics

Conferences

Files

Assignments

Quizzes

People

Discussions

Outcomes

Collaborations

Settings

Search for Assignment

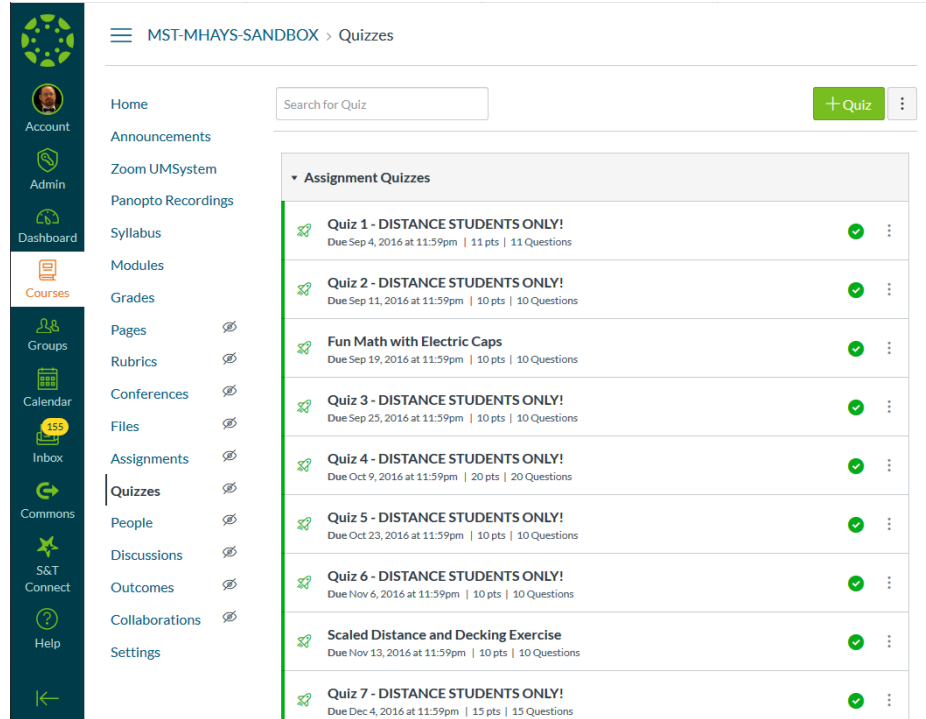
+ Group + Assignment

Assignment 100% of Total

History of Explosives - Assignment 1	Section 1 - Introduction Module Available until Aug 31 at 11:59pm Due Aug 31 at 11:59pm 10 pts	✓
Urgent Fax for Help	Section 3 - Initiation Systems Module Due Sep 11, 2016 at 11:59pm 10 pts	✓
Fun Math with Electric Caps	Section 4 - Bench Blasting Module Due Sep 19, 2016 at 11:59pm 10 pts	✓
Design Your Own Blast (Spreadsheet 1)	Section 4 - Bench Blasting Module Due Apr 1 at 11:59pm 20 pts	✓
Design Your Own Blast (Spreadsheet 2)	Section 6 - Federal & State Laws Module Due Oct 23, 2016 at 11:59pm 30 pts	✓
Scaled Distance And Decking	Section 7 - Environmental Module 11 pts	✓
Scaled Distance and Decking Exercise	Section 7 - Environmental Module Due Nov 13, 2016 at 11:59pm 10 pts	✓
Final Exam (On-campus students) - Paper based exam	Section 10 - Final Design Module 100 pts	✓
Student Introduction		✓

Quizzes / Exams / Tests

- LOTS of question types!
- Randomization options
 - Shuffle answers
 - Question banks
- Feedback options
- Quiz Analytics
- Moderate Quizzes for different student needs
 - Students with disabilities



The screenshot displays the Blackboard LMS interface for a user named 'MST-MHAYS-SANDBOX'. The page title is 'Quizzes'. On the left is a navigation sidebar with icons for Account, Admin, Dashboard, Courses, Groups, Calendar, Inbox, Commons, S&T Connect, and Help. The main content area shows a search bar for quizzes and a '+ Quiz' button. Below this is a list of 'Assignment Quizzes' with the following details:

Quiz Title	Due Date	Points	Questions	Status
Quiz 1 - DISTANCE STUDENTS ONLY!	Due Sep 4, 2016 at 11:59pm	11 pts	11 Questions	Completed
Quiz 2 - DISTANCE STUDENTS ONLY!	Due Sep 11, 2016 at 11:59pm	10 pts	10 Questions	Completed
Fun Math with Electric Caps	Due Sep 19, 2016 at 11:59pm	10 pts	10 Questions	Completed
Quiz 3 - DISTANCE STUDENTS ONLY!	Due Sep 25, 2016 at 11:59pm	10 pts	10 Questions	Completed
Quiz 4 - DISTANCE STUDENTS ONLY!	Due Oct 9, 2016 at 11:59pm	20 pts	20 Questions	Completed
Quiz 5 - DISTANCE STUDENTS ONLY!	Due Oct 23, 2016 at 11:59pm	10 pts	10 Questions	Completed
Quiz 6 - DISTANCE STUDENTS ONLY!	Due Nov 6, 2016 at 11:59pm	10 pts	10 Questions	Completed
Scaled Distance and Decking Exercise	Due Nov 13, 2016 at 11:59pm	10 pts	10 Questions	Completed
Quiz 7 - DISTANCE STUDENTS ONLY!	Due Dec 4, 2016 at 11:59pm	15 pts	15 Questions	Completed

Surveys

- Graded or Ungraded
- Anonymous responses
- Same options as Quizzes

MST-MHAYS-SANDBOX > Quizzes

Search for Quiz

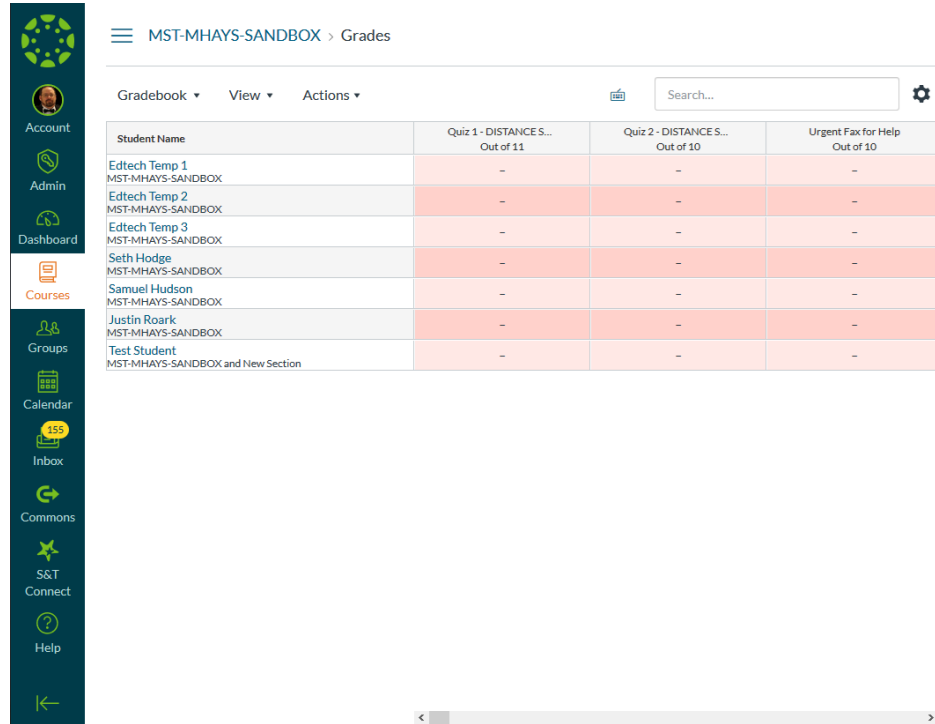
+ Quiz

▼ Assignment Quizzes

	Quiz 1 - DISTANCE STUDENTS ONLY!	
Due Sep 4, 2016 at 11:59pm 11 pts 11 Questions		
	Quiz 2 - DISTANCE STUDENTS ONLY!	
Due Sep 11, 2016 at 11:59pm 10 pts 10 Questions		
	Fun Math with Electric Caps	
Due Sep 19, 2016 at 11:59pm 10 pts 10 Questions		
	Quiz 3 - DISTANCE STUDENTS ONLY!	
Due Sep 25, 2016 at 11:59pm 10 pts 10 Questions		
	Quiz 4 - DISTANCE STUDENTS ONLY!	
Due Oct 9, 2016 at 11:59pm 20 pts 20 Questions		
	Quiz 5 - DISTANCE STUDENTS ONLY!	
Due Oct 23, 2016 at 11:59pm 10 pts 10 Questions		
	Quiz 6 - DISTANCE STUDENTS ONLY!	
Due Nov 6, 2016 at 11:59pm 10 pts 10 Questions		
	Scaled Distance and Decking Exercise	
Due Nov 13, 2016 at 11:59pm 10 pts 10 Questions		
	Quiz 7 - DISTANCE STUDENTS ONLY!	
Due Dec 4, 2016 at 11:59pm 15 pts 15 Questions		

Grades

- *ALL columns must be set up as Assignment!*
- Late grade policies
- Grade History for each student
- Export grades into Joe'SS
- Message student(s) who...



The screenshot displays the Blackboard LMS interface for a course named 'MST-MHAYS-SANDBOX'. The left sidebar contains navigation icons for Account, Admin, Dashboard, Courses, Groups, Calendar, Inbox (with 155 notifications), Commons, S&T Connect, and Help. The main content area shows the 'Grades' page with a search bar and a table of student grades.

Student Name	Quiz 1 - DISTANCE S... Out of 11	Quiz 2 - DISTANCE S... Out of 10	Urgent Fax for Help Out of 10
Edtech Temp 1 MST-MHAYS-SANDBOX	-	-	-
Edtech Temp 2 MST-MHAYS-SANDBOX	-	-	-
Edtech Temp 3 MST-MHAYS-SANDBOX	-	-	-
Seth Hodge MST-MHAYS-SANDBOX	-	-	-
Samuel Hudson MST-MHAYS-SANDBOX	-	-	-
Justin Roark MST-MHAYS-SANDBOX	-	-	-
Test Student MST-MHAYS-SANDBOX and New Section	-	-	-

SpeedGrader

- Quickly grade student submissions
- Annotate PDF/DOCX/PPT/etc.
- Provide detailed feedback
- Grade Assignments, Quizzes, Discussions

The screenshot displays the SpeedGrader interface for a document titled "History of Explosives - Assignment 1". The document is on page 1 of 20. The document content includes a header with the name "Malcolm Hays", course information "ETC 8000-8015 - SP2020", and a date "March 19, 2020". The main title is "LITERATURE REVIEW - Teaching Philosophy". The text of the review discusses teaching philosophy, mentioning that every teacher has a story to tell and that teachers begin their craft from different places, times, and circumstances. A red annotation "Not correct!" is placed next to a sentence. A feedback comment from "Malcolm Hays" says "This is a really nice way to". The interface also shows a submission date of "Submitted: Jul 30 at 12:20pm", a student view document date of "Student Viewed Document: Jul 30 at 1:42pm", and a grade of "8" out of 10. There are buttons for "View Rubric", "Add a Comment", and "Submit".

Canvas Request System

What is the Canvas Request System?

- Managed by UM-System Office of eLearning
- Available at: <https://canvasrequest.umsystem.edu/>
 - **Course Combo** - combine sections of courses
 - **Course User Assignment** - add users to non-Registrar courses
 - **New Course** - request a “DEV” shell (empty course)
 - **Course Copy** - request a course copy for courses in which you are NOT the instructor
 - **Delayed Grade Sections** - Used for “Incompletes”
 - **Test Student Accounts** - **Does not apply to S&T**

FINAL THOUGHTS



Need Help?

Google search for “Canvas Instructor Guides”

- <https://community.canvaslms.com/t5/Instructor-Guide/tkb-p/Instructor>

IT Help Desk

- 573-341-HELP or <https://help.mst.edu>

Missouri Online - Teaching Tools (<https://teachingtools.umsystem.edu>)

- teachingtools@umsystem.edu / canvas@umsystem.edu / 855-675-0755

Center for Advancing Faculty Excellence

- cafe@mst.edu / <https://cafe.mst.edu> / 573-341-6713



Center for Advancing Faculty Excellence

REMEMBER TO PUBLISH YOUR COURSE!

2024FS-ENGLISH-1120-111

Assign To Edit

Course Status

Unpublished

State Content

Publish Commons

Unpublish Page

View Course Stream

Course Setup Checklist

New Announcement

ENGLISH 1120: EXPOSITION AND ARGUMENTATION

QUESTIONS?

Online Webinars:

<https://teaching.missouri.edu/events>

Contact us: cafe@mst.edu

Phone: 573-341-6713

<https://cafe.mst.edu>



Center for Advancing Faculty Excellence
cafe.mst.edu