CTL Canvas Webpage

Workshop and consultation schedules, consultation sign-up form, Sakai request form, migration request form, etc., please go to

https://ctl.dukekunshan.edu.cn/canvas/prepare-for-spring-2024/





Welcome to CTL Workshop for DKU Instructors: Round 2-Session 2

Assessing Students in Canvas

November 2nd, 2023





Session Goals

Attendees will be able to:

- Create an assessment plan with basic tools such as assignments, quizzes, and discussions
- View submissions and provide feedback using the Speed Grader
- Create assignments using external tools
- Create and manage the Gradebook

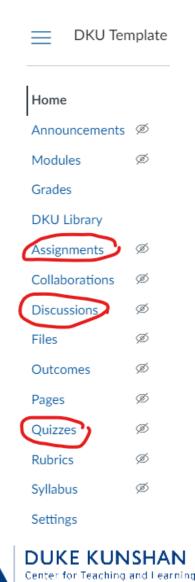
Session Format

This is a fast-paced workshop, with opportunities for practice. We'll be switching between a sandbox site and an example site.

Please hold your questions during the session and we will have time for additional help in the end.



Assessment Overview Assignments Quizzes **Graded Quizzes Ungraded Quizzes** lacksquare**Graded Surveys** ullet**Ungraded Surveys** \bullet Discussions Graded Ungraded \bullet



Assignments

The Assignment Index Page displays

- Assignments (graded/not graded)
- Graded Quizzes/Surveys
- Graded Discussions



Assignments

- Any **graded** assessment will automatically create a column in Canvas Gradebook
- Gradebook **Category** in Sakai = Assignment **Group** in Canvas
- Categories and Weighting are set up in Assignments

Home	~	Search for Assignment	+Group + Assignment :
Announcements	SE -		
Modules	Ø	Assignments	0% of Total + :
Grades			
DKU Library		Week 01 Assignment [Edit Name] Sample Module [Edit Name] Module	◎ :
Assignments	ø		
Collaborations	Ø	Image: Sample Module [Edit Name] Sample Module [Edit Name] Module	◎ :
Discussions	Ø		



General Suggestions

- Build and test out your assessments in your Canvas Sandbox site.
- Use the Student View feature to take your assessments and see exactly what your students will see.
- Set up low-stakes assessments first using your preferred Canvas tools.
- Hide the "Files" folder
- Pay attention to grade/feedback release settings



Pause and Practice I

- Create an assignment
- Edit settings
 - **Display Grades as** any type except "Not Graded"
 - Submission type: online File Uploads
- Publish
- Go to student view and submit a document



Pause and Practice II

• Grade the submission using Speedgrader



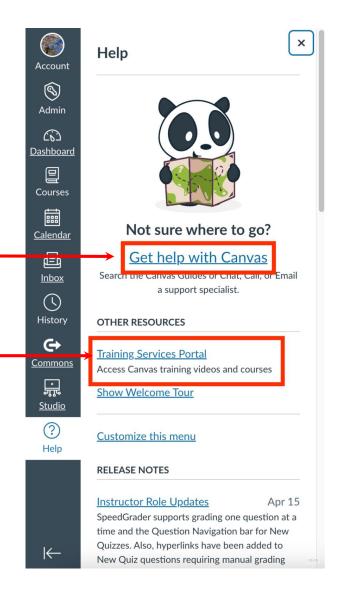
Wrap-up

- Gradebook structure is set up on the "Assignments" page.
- Manage grade visibility carefully.
- Use the student view to try out your assessment.



More Help?

 Refer to internal Canvas help 24/7 support
Live training webinars
<u>Canvas Guides</u>





More practice and QA

- Create groups in the Assignment index page and assign percentages;
- Add individual assignments, quizzes, and other items to each group
- View them in the Grades (aka Gradebook)
- Link them in the Modules
- Try any external tool you may use for assessment

Questions?



Thank you!