

Welcome to CTL Workshop for DKU Instructors: Round 3-Session 1

Canvas Overview and Course Site Design

November 15, 2023



<https://canvas.duke.edu/>



DUKE KUNSHAN
Center for Teaching and Learning

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Start Learning How To Use Canvas

PREPARE FOR SPRING 2024



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Session Goals

Attendees will be able to:

1. Be familiar with the Canvas interface, basic tools, and settings.
2. Navigate the DKU course template and modify it.
3. Create a structure to guide student learning using Pages, Modules, and basic assessment tools.

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.

Canvas vs Sakai

Sakai Tool Name	Canvas Tool Name
Assignments	Assignments
Discussions	Discussions
Gradebook	Grades
Weeks (Lessons)	Modules and Pages
Resources	Files
Rubrics	Rubrics
Tests & Quizzes	Quizzes

External Tools

- Warpwire
- Turnitin
- Gradescope
- ...



What's New?

- Mobile Apps
- Calendar
- Commons
- Customized Home page
- Speed Grader
- New Analytics
- ...

"The earlier you start to mess around, the more confidence and less mess you'll have in actual use."

"Migrated Canvas site from Sakai would help reduce many prep work in advance but more testing/checks are still needed to make sure all the video and article links work in Canvas."



Pause and Practice I

- Navigate your personal account
- Update your account settings
 - Profile picture
 - Time zone



A guided learning process

Week 1

Introduction

Put a short introduction to the week here, such as a brief overview of the concepts and/or topics you will cover, guiding questions for the week, and why these concepts/topics are important.

Learning Outcomes

By the end of this week, you will be able to:

- list what you want learners to be able to do
- write measurable and action-oriented goals

Readings/Resources










- This is where you can list readings for the week,
- provide links to external resources or videos,
- or add links to files uploaded to the Resources folder in Sakai.

Learning Activities

This is where you can list and link to this week's activities or assignments. You may add links to synchronous Zoom meetings, asynchronous forum discussions, written essays, or external web events.

To **link directly to Sakai tools** including Forums, Assignments, and Tests & Quizzes, select the **plus button** on the bottom right and then select one of the following:

- Link to an Assignment
- Link to a Test or Quiz
- Link to a Forum or Topic

▼ Week 1: Introduction	
Before Tuesday	
	Lecture Note 1
	YouTube Video 
	Week 1 Forum: Introduce Yourself
Before Thursday	
	Lecture Note 2
	Journal article
	PollEverywhere Website  Viewed
	Week 1 Short Essay Score at least 20.0

Best practices for using Canvas:

- Clear presentation of course information
- Structured organization of course events/material

Benefits of this approach:

- Creates a more inclusive learning environment
- Less effort learning your course site = better able to focus on learning content



Pause and Practice II

- Navigate and explore the course template
 - Enable/disable or hide/unhide tools
 - Course settings
- Modify the homepage

At this point, evaluate which work more effectively: Migrated site vs. Blank site

Reminders:

- Migration means content copied over. This will NOT remove your Sakai.
- Migrated sites will be separate from your real course sites with enrollment.
- Review the [Migration Map document](#) which breaks down each tool's migrate-able content and settings in detail.
- More on: <https://ctl.dukekunshan.edu.cn/canvas/faq/>



Need Help? Canvas 24/7 support with real person

The screenshot displays the Canvas LMS interface. On the left is a dark blue sidebar with navigation icons for Account, Dashboard, Courses, Groups, Calendar, Inbox, History, Studio, and Commons. The 'Help' icon, represented by a question mark, is highlighted with a red box. The main content area is titled 'Help' and features a cartoon panda holding a map. A red box highlights the 'Get help with Canvas' button. Below this is a search bar and a list of 'OTHER RESOURCES' including the Training Services Portal, Canvas Guides, and a Welcome Tour. A 'RELEASE NOTES' section is also visible. On the right, a dark blue header contains buttons for various features like Peer review, Rich Content Editor, ePortfolios, Grades, Communication, Calendar, Files, Analytics, External apps (LTI), Mobile App, Canvas Studio, and Release updates. Below this header, a 'Find out more about:' section has a 'Global navigation' button highlighted with a white box. The 'Suggested help for: Global navigation' section lists several help articles with like and dislike icons. At the bottom, a red box highlights the 'Couldn't find your answer?' section, which includes 'Email', 'Call', and 'Chat' support options.

Help

Account

Dashboard

Courses

Groups

Calendar

Inbox

History

Studio

Commons

Help

Get help with Canvas

Search the Canvas Guides or Chat, Call, or Email a support specialist.

OTHER RESOURCES

Training Services Portal
Access Canvas training videos and courses

Search the Canvas Guides
Find answers to common questions

Show Welcome Tour

Customize this menu

RELEASE NOTES

Peer review

Rich Content Editor

ePortfolios

Grades

Communication

Calendar

Files

Analytics

External apps (LTI)

Mobile App

Canvas Studio

Release updates

Find out more about:

Global navigation ×

Suggested help for: Global navigation

	How do I use the Global Navigation Menu as an instructor?	0	0
	How do I use the Dashboard as an instructor?	0	0
	Video: Dashboard Overview Students	0	0
	How do I use the Global Navigation Menu as a student?	0	0
	How do I view global activity for all my courses in the Recent Activity Dashboard as a student?	0	0

> Show all (36)

Couldn't find your answer?

We can help you personally, how would you like to contact us?

Email


Call

Chat

Need Help?


Live training webinars

[Canvas Guides](#)



The sidebar contains the following items from top to bottom: Account (person icon), Dashboard (gauge icon), Courses (book icon), Calendar (calendar icon), Inbox (envelope icon), History (clock icon), Commons (circular arrow icon), Studio (laptop icon), and Help (question mark icon). The Help item is highlighted with a red border.

Help



[Get help with Canvas](#)

Search the Canvas Guides or Chat, Call, or Email a support specialist.

OTHER RESOURCES

[Training Services Portal](#)
Access Canvas training videos and courses

[Search the Canvas Guides](#)
Find answers to common questions

[Show Welcome Tour](#)



Thank you!



More practice and QA

- Build Module(s) and add items (Pages, Assignments, files, etc.) to it.
- Organize the Module towards a guided learning process for students.

Questions?