ECU Canvas Semester Essentials

This guide was created by Training Services Department at Instructure and has been modified by the ECU Canvas support team.

canvas.ecu.edu

**Start of Semester**

➕ Cross-list Courses

Cross-listing allows you to **merge** & teach sections of the same course from one site.

➕ Course Modules

Modules are the best way to organize/present content.

➕ Add Content to Modules

Adding files, pages, assignments, discussions, & quizzes to modules.

➕ Add Syllabus

Add the syllabus to your course.

» Tip: Add it to the Course Syllabus tool, as a File link, on a Course Page, etc.

➕ Customize Course Detail Settings

Be aware of options in Course Details.

» Tip: Don't forget to select Update Course Details after changing settings.

➕ Simplify Course Navigation

Hide unused course navigation links.

» Tip: Fewer links is better.

➕ Publish Course and Content

Check visibility of files, pages and modules.

» Tip: Unpublish content you don’t want students to view. Use **Student View** to verify content visibility.

➕ Choose Home Page

Select a Home Page that fits your course. The Home Page can be changed at any time.

» Tip: Use visuals to engage students & incorporate important information.

⚠️ Notification Preferences

To ensure you receive communication, set your Notification Preferences and contact method.

» Tip: Remind & show students how to set their preferences.

**End of Semester**

➕ Verify Grades (If Applicable)

Verify grades if Canvas is the gradebook of record. Changes will affect final grades.

» Tip: Verify that the Gradebook matches the grading policy.

» Tip: Turn missing entries to zeros through the late policy options.

» Tip: Check out more about Assignment Groups if using weighted grading categories.

**More Resources**

➕ Register for Training

go.ecu.edu/lptraining

➕ Instructor Guides & Overview Videos

canvas.ecu.edu/instructors/guides

➕ Student Guides & Overview Videos

canvas.ecu.edu/student-guides/

❓ 24/7 Help in Canvas

Use the Canvas Help icon to get instant help.