



Academy for Teaching and Learning Excellence (ATLE)

Graduate Student Orientation

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Canvas: USF's New Learning Management System (LMS)

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GETTING ORIENTED

Navigation Menus

- Top (Global)
- Left (Course-specific)
- Right (Task-specific)
- Middle (Content-specific)

Big Blue Button

The Plus (+) Sign

Hover for Instructions

Publishing Courses (Inbox)

GLOBAL NAVIGATION (TOP)

Courses

Customize list, See all courses

Grades

Assignments

Calendar

Inbox (<http://guides.instructure.com/s/2204/m/4152/l/92750-how-do-i-send-a-message-to-an-entire-class>)

Settings

Profile (<http://guides.instructure.com/s/2204/m/4212/l/41956-how-do-i-add-a-profile-picture>)

Notifications (<http://guides.instructure.com/s/2204/m/4152/l/73162-how-do-i-set-my-notification-preferences>)

Logout

Help

COURSE-SPECIFIC NAVIGATION (LEFT)

People (<http://guides.instructure.com/s/2204/m/4152/l/55482-how-do-i-add-observers-and-tas-to-my-course>)

Announcements (<http://guides.instructure.com/s/2204/m/4152/l/50731-how-do-i-make-an-announcement>)

Discussions (<http://guides.instructure.com/s/2204/m/4152/l/49996-how-do-i-start-a-discussion>)

Assignments (<http://guides.instructure.com/s/2204/m/4152/l/41283-how-do-i-create-an-assignment-shell-on-the-assignments-page>)

Quizzes (<http://guides.instructure.com/s/2204/m/4152/l/41474-how-do-i-create-a-new-quiz-with-individual-questions>)

Grades (<http://guides.instructure.com/s/2204/m/4152/l/54999-how-do-i-enter-and-edit-scores-in-the-gradebook>)

Syllabus

Files

Settings

Navigation (<http://guides.instructure.com/s/2204/m/4152/l/57079-how-do-i-reorder-and-hide-course-navigation-links>)

Student View (<http://guides.instructure.com/s/2204/m/4152/l/61153-how-do-i-access-student-view>)

Import Content (<http://atle.usf.edu/wp-content/uploads/2012/11/handout1.doc>)

ADDITIONAL HELP

ATLE Workshops—Canvas Crash Course for TAs (<http://workshops.etg.usf.edu/>)

ATLE Website (<http://www.usf.edu/atle/technology/canvas.aspx>)

Canvas Help Guides (<http://guides.instructure.com/>)

Course Set-Up Checklist (step-by-step wizard)