Getting Started with Canvas as an Instructor

START!

Do I have a Canvas account?

NO → Has my institution provided me with a Canvas account?

YES → Accept an emailed course invitation

NO → Create a Free Canvas account

YES / NO → Log in to Canvas

Do I have a course in my account?

YES → Does my course have content?

NO → Start a new course

Add course content

- Add existing content from another Canvas course
- Import Content from Canvas Commons
- Create New Content
  - Upload files
  - Assignments
  - Discussions
  - Quizzes
  - Conferences

Does my course have content?

YES → Does my course need additional content?

NO → Add course content

YES → Does my course need additional content?

NO

Do I want to fine-tune the look and feel of my course?

YES → Modify the course design

- Customize Navigation
  - Create a page
  - Set a Home Page
  - Manage Course Navigation
  - Build Modules
- Establish Expectations
  - Set up Gradebook
  - Add outcomes
  - Create rubrics
- Extras
  - Create a page
  - Add external apps (LTI)
  - Create groups
  - Manage course settings

NO → Do I need to add students in the course?

YES → Add users to your course

NO → Is my course ready for student participation?

NO

YES → PUBLISH YOUR COURSE!

Communicate with Students
- Message students from the Inbox
- Send announcements
- Start Collaborations

Do you have questions?
- Visit community.canvaslms.com

Getting Started Resources:
- Setting up a course video tutorials.

Additional Canvas Resources
- Instructor Guide
- Canvas Tutorial Videos

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