

Learning Canvas

20-Hour Option

By the end of this course, the learner will understand the basic function of a learning management system (LMS) and be able to:

- Customize profile and notification preferences
- Navigate the LMS
- Use the basic tools of the Rich Content Editor to create course content
- Create a home page (the first thing a student sees upon entry to a course)
- Create basic content for student learning—modules, assignments, discussions, and quizzes
- Prepare a unit of instruction using actual teacher content

30-Hour Option

By the end of this course, the learner will understand the basic function of a learning management system (LMS) and be able to:

- Customize profile and notification preferences, and the dashboard/course list
- Navigate the LMS
- Use the tools of the Rich Content Editor to create course content, including advanced features like record/upload media and embedding images
- Provide a quality syllabus for the learners
- Create a high-quality home page (the first thing a student sees upon entry to a course)
- Create content for student learning that meets basic accessibility and usability guidelines—modules, assignments, discussions, links, files, and quizzes
- Set restrictions for modules
- Assign weights (averages) for assignment categories
- Create announcements to inform students of important course events
- Utilize the Canvas inbox messaging system to connect with students
- Prepare a unit of instruction using actual teacher content

40-Hour Option

By the end of this course, the learner will understand the basic function of a learning management system (LMS) and be able to:

- Customize profile and notification preferences, and the dashboard/course list
- Navigate the LMS
- Use the tools of the Rich Content Editor to create course content including advanced features like record/upload media and embedding images
- Provide a quality syllabus for the learners
- Create a high-quality home page (the first thing a student sees upon entry to a course)
- Create content for student learning that meets basic accessibility and usability guidelines—modules, assignments, discussions, links, files, and quizzes
- Assess student learning using more advanced question types in Quizzes
- Assign due dates for assignments and work submissions and utilize the Canvas calendar
- Set restrictions for modules
- Assign weights (averages) for assignment categories
- Create announcements to inform students of important course events
- Utilize the Canvas inbox messaging system to connect with students
- Use the Canvas guides for assistance in using the LMS
- Utilize the Groups and People features for collaborative assignment submissions
- Incorporate Gradebook features to inform instruction and assessment
- Create rubrics to assess student learning
- Prepare two units of instruction using actual teacher content



Specifications

RCU staff will develop each course, then transfer and deliver it through the school district's instance of Canvas. RCU instructors need temporary administrator access in the district's Canvas instance at least a week before the course begins to create and populate the course. RCU staff will be removed from the district's Canvas instance upon course completion.

Canvas supports the current and first previous major releases of the following browsers:

- **Chrome** 80 and 81
- **Firefox** 75 and 76
- **Edge** 80 and 81
- **Respondus Lockdown Browser**
- **Safari** 12 and 13 (Macintosh only)

You should always use the most up-to-date version of your preferred browser. Your browser will notify you if a new version is available. This list is current as of May 27, 2020, and is constantly changing.

Teachers must have an up-to-date version of Adobe to open PDFs. It is very helpful to have Microsoft Office installed. Google Docs is fine; however, those files will not render in Canvas. The teacher will need to know how to save the Google file as an Office file or PDF.

A fast, reliable internet connection is always paramount, and a webcam and microphone are needed for recordings. The ability to reach websites without being blocked and Adobe Flash are required.

Learning Canvas

Get Started

For more information on Canvas training for your school or district, email helpdesk@rcu.msstate.edu.



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