

# Canvas Tips

## Xochitl Tirado

Thu 6/15/2017, 9:52 AM

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Hello Online Faculty,

I hope you are all ready for the Summer semester to begin.

I would like to give you some reminders and helpful tips:

- Don't forget to publish your course –If your course is not published, students will not have access (see below video for instruction on how to publish a course)
- Send an email or announcement to students before the start of the semester. There is a problem here, we cannot email or send announcements to students (via Canvas) until the semester begins –Canvas is set to open Sunday, June 18<sup>th</sup>. If you would like to contact your students ahead of time –using Canvas- then see this video for instructions: <http://youtu.be/JNQeCufdgRk?hd=1>

Below are some links to videos I have created to help with Canvas:

[Export BB – Import Canvas](#)

[Copying a Course: Canvas to Canvas](#)

[Creating a Sandbox](#)

[Publishing a Course](#)

[Setting the Menu Bar](#)

[Creating a Front Page](#)

Melody and I will not be on campus: Monday 6/19- Wednesday 6/21; we will both be attending a conference. If you need help with Canvas, feel free to email me. I will be checking my email throughout the day; I am also happy to Zoom with any of you who need help.

Please note, we do have Canvas support:

- Canvas Support Hotline: (877) 893-9583
  - Canvas Guides: <https://community.canvaslms.com/community/answers/guides/>
- Both of these resources are very helpful; I use them almost on a daily basis 😊

Last of all, I would like to wish you a great Summer semester. Thank you for pulling through and converting your courses to Canvas; I know it hasn't been easy. Here's to a great Summer semester with Canvas!

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