



Canvas Content Key Points

For Canvas help, remember canvas.colostate.edu

Student Feedback: Would like Canvas courses to have Consistent Layout and Navigation!
Canvas Course Template added to each academic Canvas course: Home page, Modules, Learning Objectives, Syllabus.

Publish your course and content for students to view and access.

- [Course Participation Dates](#) – Start date is the Friday before classes start. The End is usually set for 2 – 3 weeks after the end of a semester to allow students to check grades.
- Use [Student View](#) to verify what students can and cannot see when publishing and modifying participation dates.

Match Course Objectives to Course Design.

Organization helps you easily find and update content. Building your course with this in mind can save you a lot of time!

- Easier for students to navigate and find content.
- “Chunk” information into manageable pieces for you and your students.

Universal Design: Make content accessible for all.

- Images have “alt text”.
- Use Headings instead of bold.
- Upon request, videos captioned, or transcript provided.
- Use the [UDoIt tool](#) on the left menu to check for and fix accessibility concerns.

Preferred Document File Types: .pdf, html

If you use MS Word, communicate with students about which version you are using.
(Everyone at CSU has free access to Office 365)

Preferred Media File Types:

Video: mp4, HTML 5 Audio: mp3, mp4

Store videos in MS Teams, Echo360 (CSU Online and COB can use Kaltura)

Keep Mobile in Mind

- See “Keep Mobile In Mind” handout.
- Check your course using the Canvas mobile app.
- Canvas has a Teacher App and a Student app.

Rearrange left course menu links

Prioritize items you use, hide items you will not use.

Upload Content into Files area of your course

Organize in folders

- Not seen by students.
- Can create links to these files for your students to see.

Organize Content for Students in Modules

- Hierarchy. Can easily change order of items.
- Can link to anything in your course.
- Can enforce [prerequisites](#).
 - E.g. must complete all parts of Module 1 before you can see Module 2.

Pages To Engage Students – Add images, color, format

- Can link to anything in course
- Rich Content Editor - add color, images, formatting, record or upload videos.
- Upload images first into the Files area of your course.
- Make sure to add “alt tags” to all images.

Front (Home) page

- Create page, [set as Front Page](#), then [set as Home page](#).
- Can set what students and instructors see when they first enter course.
- Good size for image on Front Page: Banner 850 x 190 pixels works well
- **Add “alt text” to every image** you put in your course or documents.
- Free [banner making site](#)

Dynamic Syllabus

Assignments automatically added to syllabus. Due date order, if no due date, alpha order

- Can add text, images at top of Dynamic Syllabus
- Can link to files or other items in the course.

Use Student View to Verify If Students Can Access Content

- Top right click Student View. Bottom right to “Leave Student View”.