

GTCC eLearning Canvas Overview - Part 1



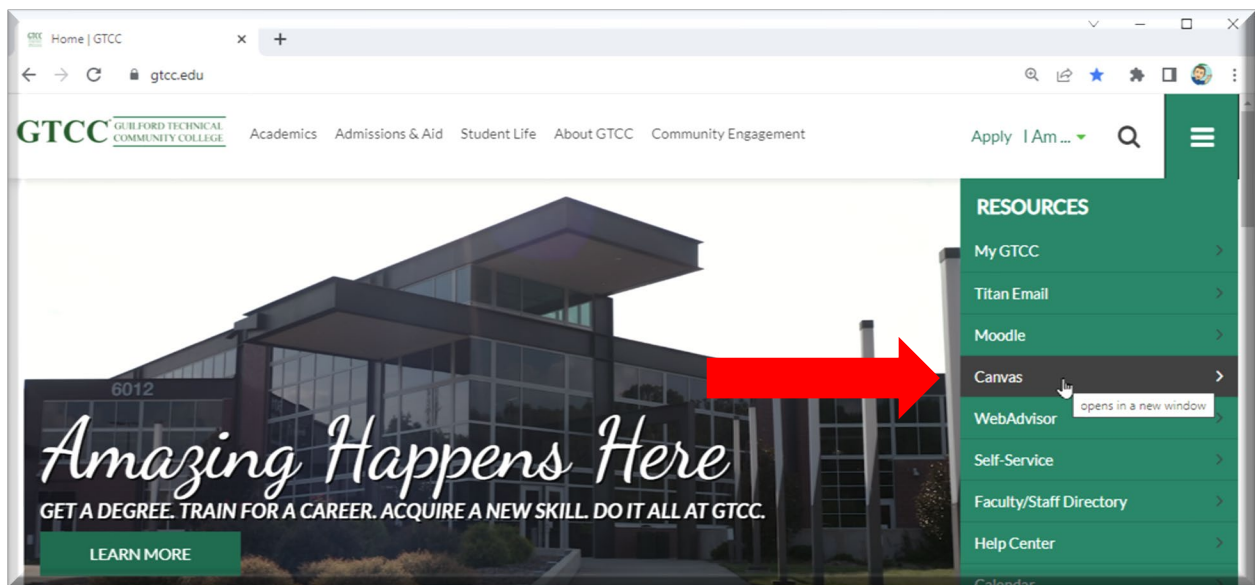
How to Login to Canvas

Easiest method for Students and Instructors:

Go to gtcc.edu

Choose Canvas from the Resource Menu on the Right Side of the page.

If you have logged into your Microsoft Account, you will not need to use your GTCC credentials.



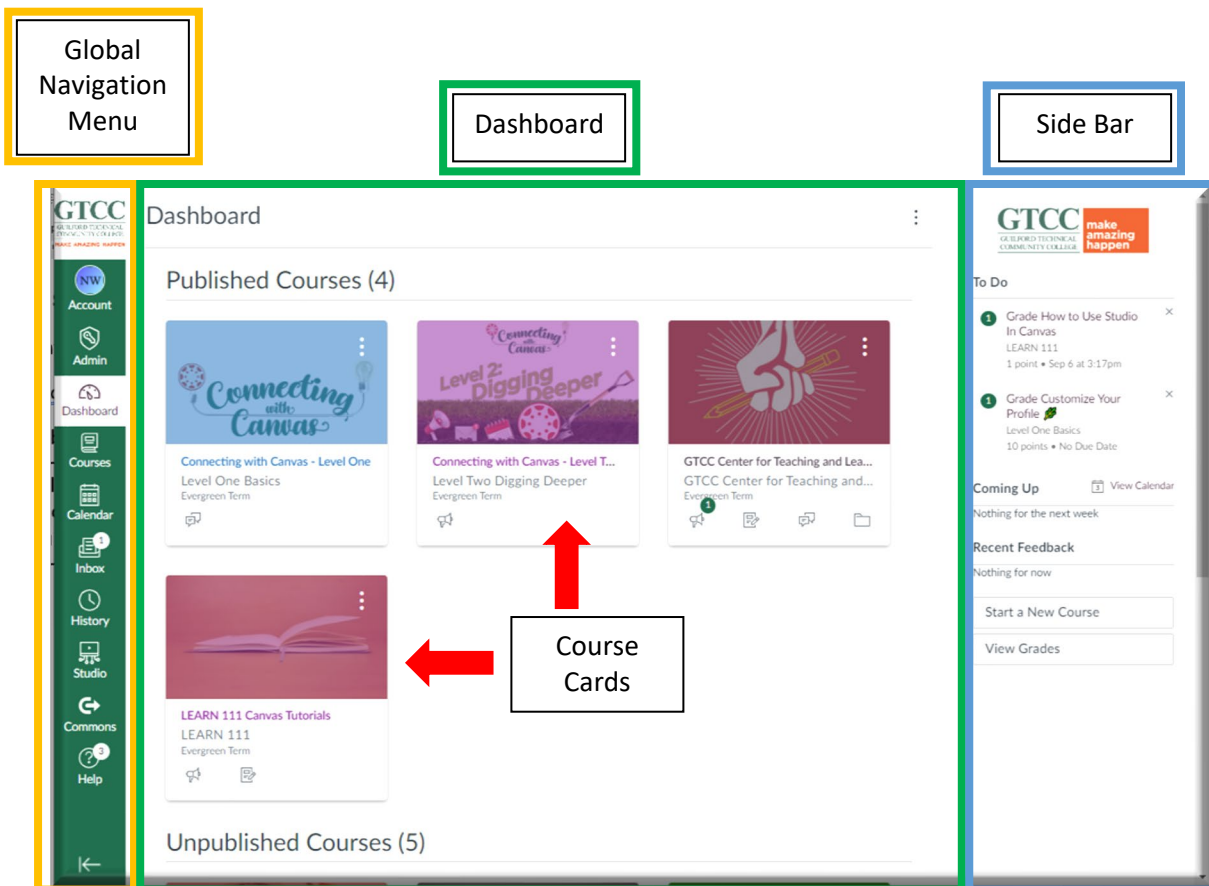
You can also go to <https://gtcc.instructure.com/>

Canvas Layout – Global Navigation Menu

The Canvas user interface has three main components:

When you login to Canvas you will be on your Dashboard.

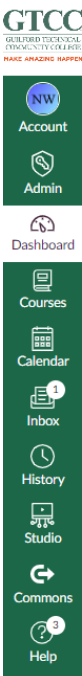
The Global Navigation Menu is on the Left Side of the screen. The Dashboard in the Center and the Side Bar on the Right Side.



<p>Dashboard provides a high-level overview of all your courses. It has three different viewing options: Card View, List View or Recent Activity. You can switch between them.</p>		<p>Dashboard Course Cards view includes all your courses. You can change the name of your course by adding a nickname and/or change the color of your course and/or move the course to another location on your dashboard by clicking on three dots in the upper right hand corner.</p>	
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Global Navigation Menu

This static menu on the left side of the page that gives you a direct access to your courses and other parts of Canvas. It is always displayed on the left.

	<p>GTCC Logo</p> <p>Account Information: Profile, Settings, Notifications, Files, QR for Mobile Login, and ePortfolios</p> <p>Dashboard: Landing page after a user logs into Canvas</p> <p>Courses: A list of all your courses</p> <p>Calendar: To view all activities</p> <p>Inbox: Conversation Inbox. Conversations is the Canvas messaging system where you can communicate with other users in your courses.</p> <p>History: Your editing history in courses</p> <p>Studio: An area to create and store media for your course: also called ARC Sandbox</p> <p>Commons: Templates designed by other users</p> <p>Help: Select the type of help you need</p>
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Side bar

The Side Bar on the right hand side of the screen will show a **To Do** list, **Coming Up** list, and **Recent Feedback**.

The **To Do** list shows assignments to grade for instructors and assignments due for students. By clicking on the link you go to the assignment.

Coming Up shows activities in the Calendar for the Canvas User.

Recent Feedback shows the students recently graded assignments.

Sample Home page

The screenshot shows a web browser window with two tabs: 'Home | GTCC' and 'Setting Up Canvas - GTCC'. The address bar shows 'gtcc.instructure.com/courses/4411'. The page features a dark green sidebar on the left with navigation icons for Account, Admin, Dashboard, Courses, Calendar, Inbox, History, Studio, Commons, and Help. The main content area is titled 'Setting' and includes a 'Student View' toggle and an 'Immersive Reader' icon. A large green banner at the top reads 'GTCC eLearning Setting Up Canvas' and features the GTCC logo, the slogan 'MAKE AMAZING HAPPEN', and the Canvas logo. Below the banner are buttons for 'Start Here', 'Course Schedule', 'Syllabus', and 'Student Resources'. A central text block says 'Welcome to the Setting Up Canvas course for Adjunct Instructors at GTCC.' Below this is a 'Course Information' section with a book icon and a list: 'COURSE NAME: Setting Up Canvas - eLearning' and 'CREDIT HOURS: N/A'. On the right side, there is a 'Course Status' section with 'Unpublished' and 'Publish' buttons, and a list of actions: 'Import Existing Content', 'Import from Commons', 'Choose Home Page', 'View Course Stream', 'New Announcement', 'New Analytics', and 'View Course Notifications'. At the bottom right, a 'Coming Up' section shows 'Nothing for the next week' with a 'View Calendar' link.