canvas checklist

Home Page

- [ ] Check Welcome Message

Syllabus

- [ ] Add syllabus
- [ ] Make sure syllabus link is set to preview inline

Modules

- [ ] Fill in Course Overview
- [ ] Check About Your Instructor (esp. office hours)
- [ ] Check the modules and their components are published
- [ ] Add Quizzes
- [ ] Add publisher integrations (Cengage, McGraw Hill, etc)
- [ ] Add external tool integrations (FLIP)
- [ ] Check prerequisites and locked until dates

Assignments

- [ ] Input due dates
- [ ] Check point values
- [ ] Check weights
- [ ] If you have publisher assignments, add them
- [ ] Add Turnitin setting (if needed)
- [ ] Check rubrics attached to assignments
- [ ] Check for duplicates

Quizzes

- [ ] Import question banks using QTI link
- [ ] Create quizzes
- [ ] If quizzes imported, then check point values

flip ↪

Discussions

- [ ] Check settings (Is it graded? Students must post before seeing replies? etc.)
- [ ] Check point values
- [ ] Enter due dates
- [ ] Check rubrics

Pages

- [ ] <u>Check all links</u>
- [ ] Check all resources

Reminders

- [ ] Modules that are unpublished, but have elements that are published will not be visible to students
- [ ] Make sure your course is copyrighted by checking settings

thank-you

if you have any questions, contact the TLPEC at tlpec@csc.edu

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Migration performed by: