Navigating Canvas

A Quick Tutorial for Parents

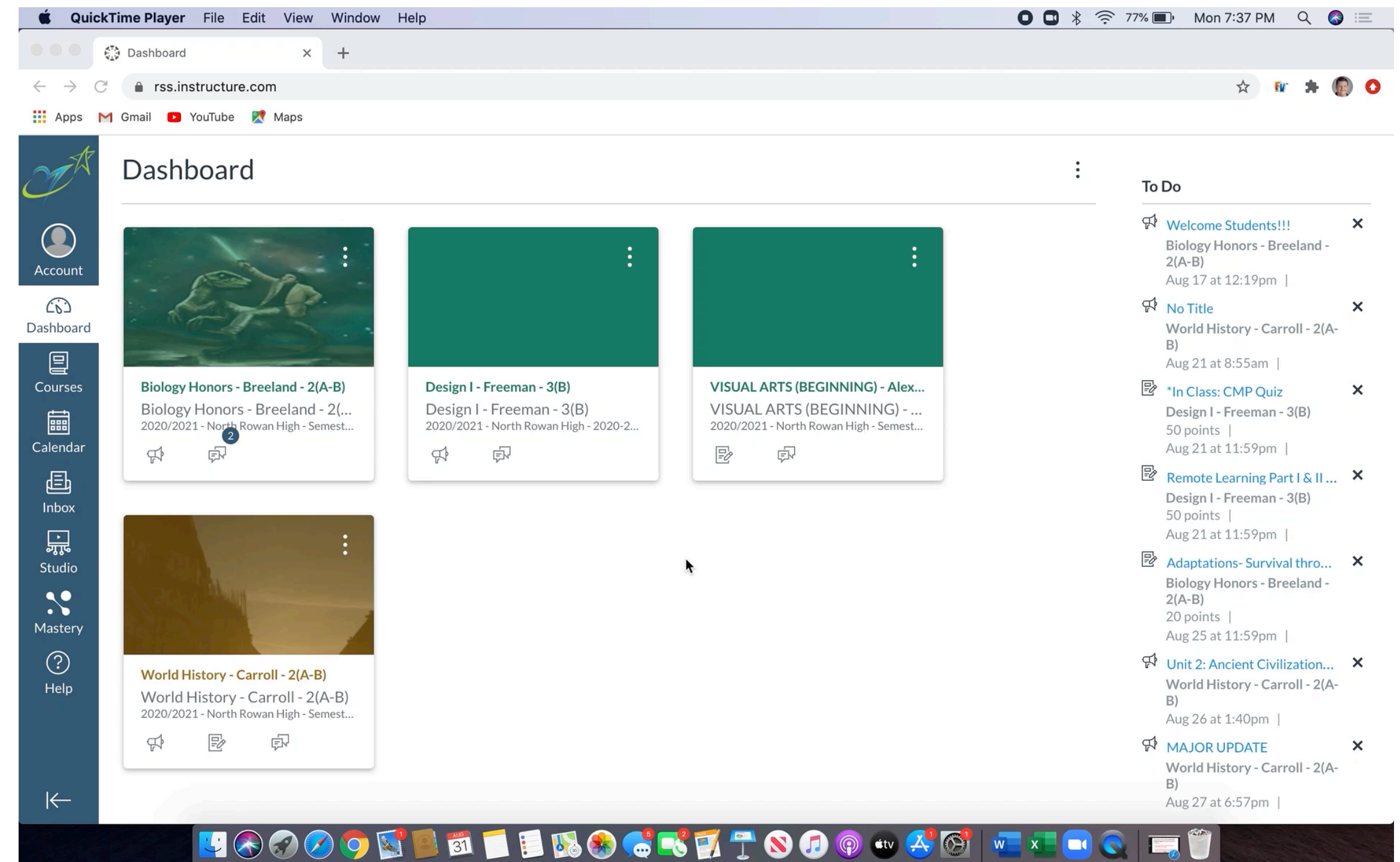By: Allen Hicks

 Apple Teacher

Getting to Canvas

- Open an internet browser

- Go to the link above

- Click "Student/Staff Login"

- Insert student ID and password

Navigating Classes

- Each class is subject to looking different. Teachers are able to modify their classes and choose the layout they want to use.

- Home

- Announcements

- Discussions

- Modules

- Grades

- Assignments

Home Page

- Your home page is an overall view of your class. Each homepage for all of your classes will look different, since it is up to how your teacher lays it out.

- Explorer beyond the home page, there is a lot of information you will miss if you stop here.

Announcements Page

- Most of your teachers will put important updates on the announcement page.

- If you are unsure of what to do, try starting here. Your teacher might have added an update that will help!
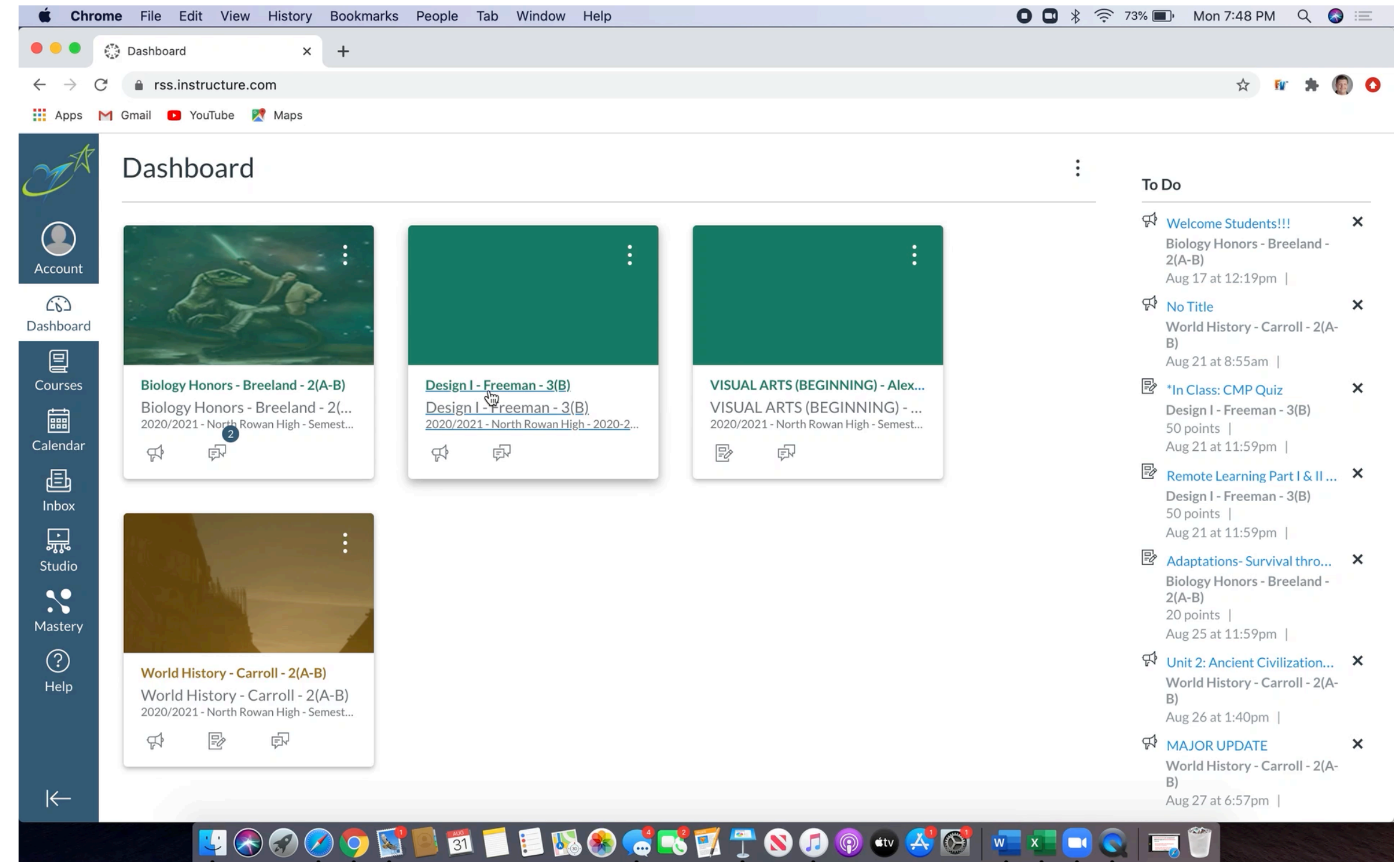
Discussions

Parents this is probably new to you and your student, however, I see it being used a lot for virtual learning.

- Knowing how to do a discussion board is one of the most common assignments you are going to find while doing virtual learning.

- <u>Click here</u> to learn how to make or post to a discussion board.

Posting a Discussion Board

*Commonly referred to as "DB"

- Choose your class

- Click "Discussion"

- Chose the proper DB you are supposed to be posting on.

- Click "Reply"

- Type your response

- Click "Post Reply"

Modules

What is a Module?

- Modules are the different units associated with your class.

- Inside of the modules tab, you will find all of the assignments and links that you will need to complete assignments.

- THIS IS WHERE YOUR WORK IS

- Sometimes a module will be grayed out and you cannot access the materials in it until you complete all items from the previous module.

- If you are having a hard time moving on, go back and make sure you haven't missed something from the previous module.

Grades

Please note, this is not PowerSchool.

- The grades tab is a great place to go and see what you made on your assignments, and to see if you are missing anything.

- Some teachers will not put anything into the grades section of Canvas.

- Your final grades are reported in <u>PowerSchool</u>. This is where the information reflected on your report card comes from.

- **Parents, if you do not have access to PowerSchool, I would encourage you to reach out to your schools data manager for assistance setting this up.**

Assignments Page

- Not all classes will have this tab

- If your teacher has an assignments tab, this is more than likely where you will find all of your work.

- If this tab is not being used by your teacher, stick with finding your work from the "Modules" tab.

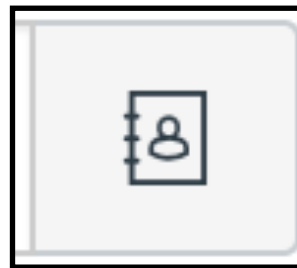# Sending Your Teacher A Message
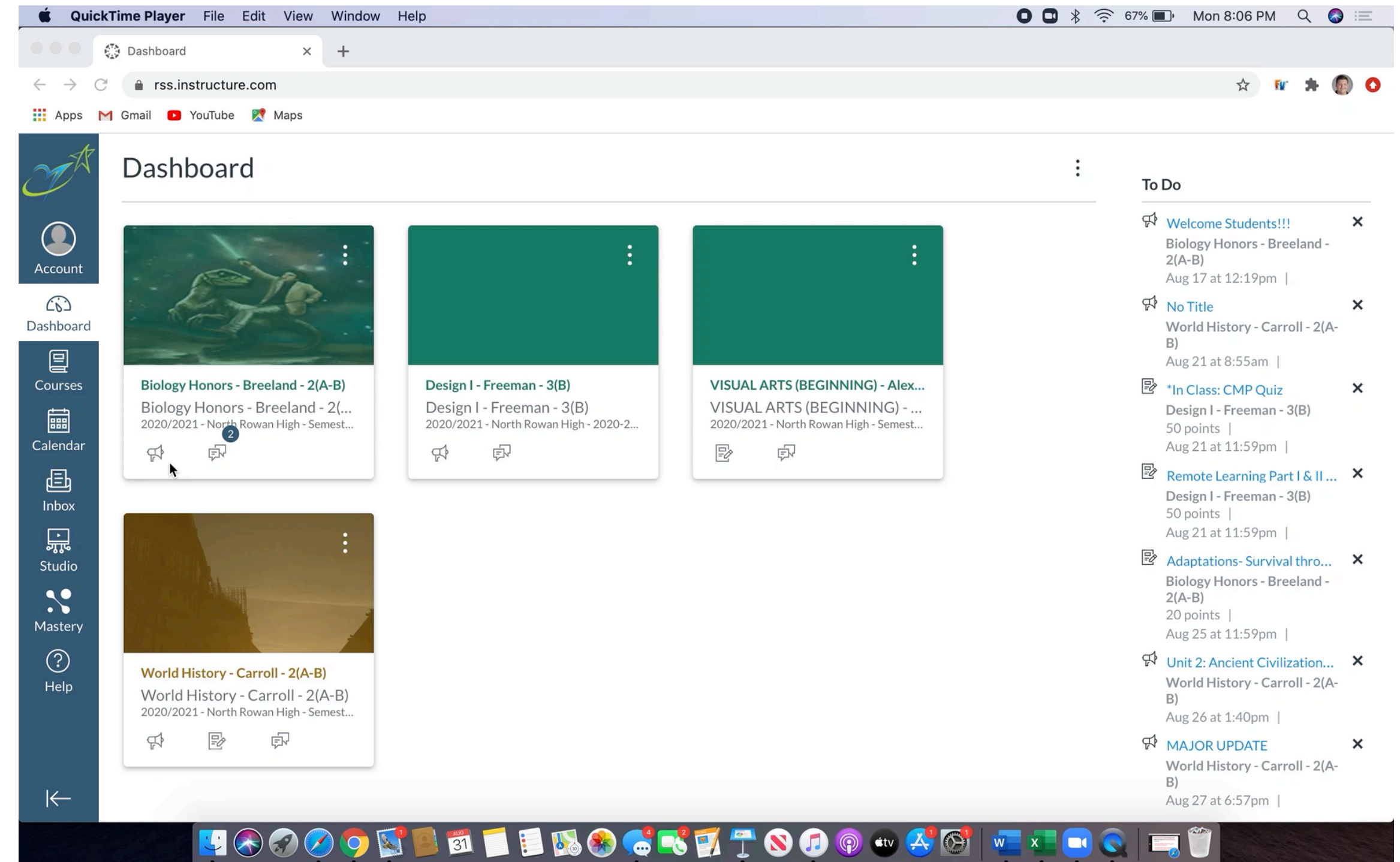## For Students

- Click "Inbox"

- Click

- Select your course

- Click

- Select your teacher

- Type message, and then click send.

What Are All of These Icons?

When clicked, this icon takes you to the <u>Announcements</u> page

When clicked, this icon takes you to the <u>Discussion Board</u> page

When clicked, this icon takes you to the <u>Assignments</u> page

Calendar

- Use your calendar!!!

- This will show you when your assignments are due so that you don't get behind.

- Follow along with the video to learn how to color code your classes.