**Top Ten Tips (T3): Canvas Ideas for the Professor, from a Professor**

Sub-title – Nobody told me and nobody will tell you either!

Disclaimer – There may be better ways so don’t get mad if you already know how!

OBJECTIVE:

Given a presentation, discussion, and example-sharing session, each attendee will learn about up to ten easy to accomplish tips to improve their Canvas course site.

APPROACH

During a Brownbag lunch session, a discussion about Canvas will be conducted, examples will be shown, and ideas will be presented.

Tips will be organized into one of three categories:

1. Before Canvas
2. Your Canvas
3. Between Canvases (is that a word?)

BEFORE CANVAS

The syllabus – the key to success

Welcomes – letters, audios, and videos

Collecting and Organizing Content – (UMT) Unit – Module – Topic Approach, and file folders, real and virtual

The Dashboard – Making a first and ongoing impression

YOUR CANVAS

The Banner – Yes, this is the right course

Navigation – standardizing and simplifying

Monday Morning Memos – the key to success

Grades – Points, letters, notes and feedback

BETWEEN CANVASES

Common Modules

Exporting and Saving

FOLLOW – UP

A REAL Instructional Designer who has been evesdropping on ZOOM will give her side

PRESENTER

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And

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