Course Organization in Canvas

Create a home page

Set the Home page to Syllabus

Click on Home in the course navigation menu on the left.

Click Choose Home Page from the menu on the right.

Select Syllabus and choose Save

Edit the top of the page with your vital course information

Include: Your contact info

Course syllabus

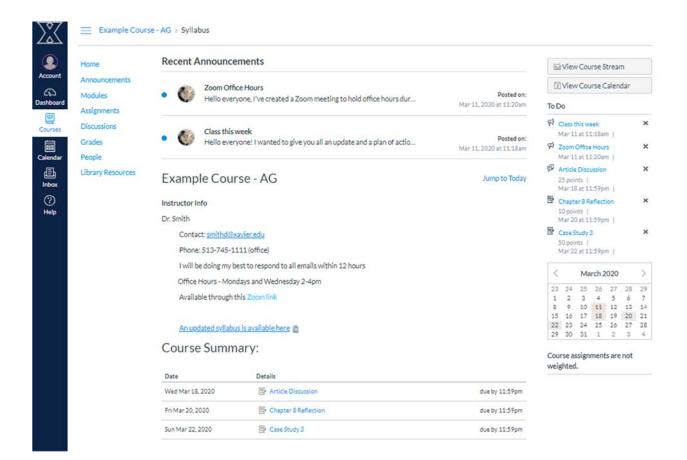### Make your announcements appear at the top of the home page

Click on Settings at the bottom of the course navigation menu on the left

Under the Course Details tab, scroll to the bottom and click on the More Options link

Check the box to "Show recent announcements" (recommended = 2 or 3)

Click Update Course Details at the bottom

Note: The Course Summary will automatically update with any items you've given a due date in the course
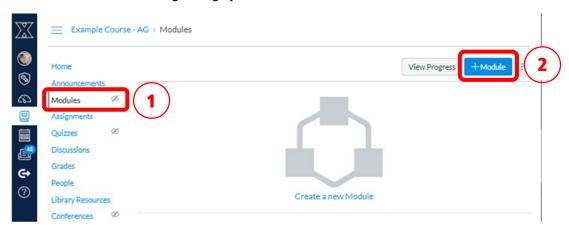
Course Organization in Canvas

Utilizing Modules

Click Modules in the course navigation menu on the left.

Click + Module
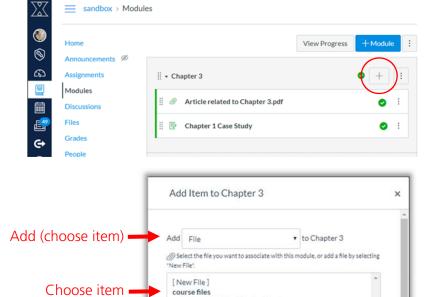
Title the Module (consider organizing by week or content)

Adding content to modules

Next to the module title Click +

You can add links to a variety of items to a module:

- Assignments
- Quiz
- Files
- Page
- Discussions
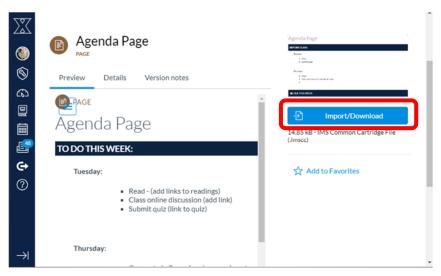- External URLs (links to websites)
- External Tools

Utilizing an Agenda Page

In Canvas Commons, search for Agenda Page

Click on the Agenda Page link

Click on Import/Download

Choose the course(s) where you want it, and select Import into Course at the bottom

The agenda page will then be available under Pages in the courses you selected.

You can add this page to any module

You can duplicate this page by clicking on the 3 buttons at the right of the page