Okay, here we go. Good morning again, everybody. Welcome to our Sneak Peek of Ivy Learn. We just have a few goals for today's session. First of all is to provide some resources to allow faculty and staff who want to get started learning about Canvas now be able to do so.

Let me make a very emphatic statement, this is in no way something we consider training on Canvas. This is just a sneak peek just to let you, for those of you who either haven't seen the system or maybe curious about some of the things specific to the way Ivy Tech will use Canvas, just to let you see those, to start getting you those creative juices flowing about how is this going to make what I do with the classroom different in Canvas, but we will be doing a ton of training through the spring semester. Hopefully, we get you excited about it too. We're really excited about this change. I think it's a really great opportunity for Ivy Tech, and really want to promote that excitement and enthusiasm.

What we're going to be doing today is taking a quick guided tour of our Canvas learning environment, which we are going to call Ivy Learn. I see that Cathy is already translating for me there in the chat box. I will refer to it as our learning management system. I'll refer to it as Canvas. I'll refer to it as our elem math. I'll refer to it as Ivy Learn. Those all mean the exact same thing whenever I use one of them. This is the world I live in. It's hard sometimes to step out of that acronym and those local name changes.

We'll take on a quick guided tour. We'll hit some of the highlights of the things that we think are really exciting in the environment, and things we think that we hope you'll find exciting too. Talk a little about some of the individual level customizations that you made in Canvas. You'll get access to Canvas. Everybody in the state will get access to Canvas sometime in mid-February. We're still working all of that out, the exact date, but it will be sometime in mid-February.

One of the first things I'm going to urge you to do is to go in, set up your profile, set some of your own settings, and customization, but we want you to know how to do that, and to feel comfortable with that. Then, I'm going to demonstrate some of the basic skills in Canvas like adding assignments, grading content, and all those things just so you can see it is pretty easy to use.

With that, I'm going to go over here to my Canvas environment. I'm on the wrong page. Just a second. Don't freeze up on me. Here we go. All right. This is our Canvas environment, and this is what is replacing Blackboard. We got some folks asking why we switched from Blackboard. Actually, I will direct you for that, if you're interested on learning more about that, to our Ivy Learn launch page. Cathy will put that URL into the chat panel. We actually have a link over here on selection process on the right that will take you through all of that information if you're interested in it, but this is also a great resource for you to know about it, and it's included in our handout to learn about Canvas as we're rolling it out. We'll always have lots of information here for you, and we're updating this pretty frequently.
Back to my Canvas environment. This is our actual Canvas environment. One of the nice things about Canvas is if you've taught with Canvas at another institution, anywhere else in the world that also uses Canvas, then it's going to be very, very similar to you, unlike Blackboard. Blackboard can be really, really, really customized to the institution. Canvas is not like that. Canvas is more like maybe Gmail or Facebook that everybody who uses Gmail or everybody who uses Facebook, it works the same way for them. Now, each individual can customize it a little bit, but generally speaking, the product itself works the same way no matter where you're logging into or where you're using it.

Talk a little bit about this view in Canvas. Here is my dashboard view. This dashboard view shows me the courses that I have in for us. Also, the organization, these two cards down here are organizations, that I have selected as my favorites. I can change those favorites very, very easily at any time. I'll show you how to do that in just a second.

I have some choices though as I use my dashboard whether or not I use it in this card view, or using this toggle button that is right up here at the top right-hand side of my screen. I can also change that over to a recent activity view. It's completely up to the user. It's completely up to you or up to your students how you use it, but the goal here is to try to put the things that you need right in front of you.

Now, I prefer this card view because on the card view, I also get those same notifications about what's new, and I get it by course. You'll see right here on the bottom left of this card, I've got some new announcements, that what the megaphone uses or means, and some new discussion posts, that's what that little chat icon uses or means. I could click through to go straight to those a well. I get the best of both worlds using this screen.

The other thing about this screen, this is the default screen Canvas opens up to, is that I also see this view called coming up right here. As a student, if I had things that had been graded for me recently, I would also see that here under recent feedback. We'll simulate that for you in later training when we actually talk about how to teach with Canvas, so you can see what that looks like from a student perspective, but I would be able to see that here.

This coming up view that's here on the top right, this is built automatically for the student and for you, as the faculty member, because I'm logged in as a faculty member right now. It's built automatically as long as you use the due date functions when you're creating calendar items, and activities, and assignments in your class. I'll show you how to do that in just a second.

You're going to see this coming up view in a lot of different places, and I'll try to highlight it to you, but this coming up view, if you notice, each one of this has a name underneath it. It's showing me by which class I have this in, and also showing it by date. It goes, I think it's seven days out. I can see things that are
due for up to seven days. I'll actually add something to this a little bit later to see what that looks like.

This calendar view that I have up here on the top right is the exact same as this calendar view I have over here on the left-hand side. I can click here, and also see my system-like calendar. Now, you'll notice when I come in here in my system-like calendar, there is a set of check boxes over on the right-hand side that lets me choose which calendars I want to see. Now, right now, I only have one of these calendars showing. The reason for that is I was actually doing some work in this particular class over the weekend, and I wanted to double check to make sure that I had everything listed properly for that group. It's easier to do that by hiding everything else.

It's very easy though to turn all my other classes back on. Let's turn on my currently active courses, which are ... Hang on. I'm missing one. There we go. All of those courses there. You can see all of those different courses that have active events. Only a couple of them actually have truly active events, but those are the ones I've been working in the last few days. This, again, is the same calendar view here that I also have in my dashboard right up. Internet slowness this morning. There we go. Right up here at the top.

Let's go ahead and leave the dashboard for the minute. We're going to come back here when we want to work on our courses, but let's actually look next at how we could customize that dashboard. To customize that dashboard, I can actually go to the courses button here. This courses button, again, right at the top of it will list all of the courses that are still on my dashboard. This is just another way to always get to my courses.

That's the thing about this navigation bar. This navigation bar, this green bar down the left-hand side is always here in Canvas. If I click into one of my courses, that navigation bar doesn't leave me. Let's say I want to go back to another course. I don't want to have to go all the way back to my dashboard, and click on that course. If I want to just quickly go to another course, I can just click on it from the courses' menu. That's why you have both the dashboard view and the courses view. My courses view though, again, has the list of all of my courses that are on my dashboard.

Then, there's this link to all courses. When I go out to that link, you'll notice that some of these have colored stars next to them, and some of them have clear stars. That determines what's on my dashboard. A color in star means that I've selected that course to be on my dashboard. To remove one from my dashboard, for instance if I'm done with this Import from C3 course, I just uncheck it. There we go. It disappears off my dashboard. It won't be on my dashboard when I go back over to my dashboard.

Let's just take a look at that just so you can see that I'm not making things up on you. Hang on. There we go. You'll notice, there were seven. Now, there's one
less. Imports from C3 used to sit right here between the Getting to Know Ivy Learn and the Import from C4. Cathy has added a really great tip into the chat that the dashboard is only going to display 20 courses at a time. This list does stay pretty clean, and you have to be pretty frugal with what you put on that list, but, again, you can get to all of your courses from the all courses' menu.

Groups is a feature that we're testing out here. This is another one of Canvas' features to try to put everything that you need right at the top level for you, so that you can always get to it because remember, this little navigation bar is always available to you in Canvas, so you would always be able to get to this. What you'll see in the groups area are, first of all, any system-wide groups that you are located in, as well as any course level groups that you're in.

Let's take a look at what the all groups page looks like, so you can see what I mean. Right now, I am in two groups at the system level, the Ivy Tech Community College level. I'm in one what we call a sub-account. I'm in one of the organizations level. Then, if I was in a group for my course, and maybe you have group work that you do in your course, I would be able to see those here as well. I could always get to my groups very quickly too.

Let's just take a look quickly at what's in our groups. Groups are a little bit different than organizations in Blackboard. Organizations in Blackboard function much like a course does, and you have different roles, and permissions, and all of those things. We will use courses to mimic that functionality in Canvas. For instance, you see I have a couple of my courses are actually named organizations. We have one for our super users that they're going to get access to later this week, one for online technology coordinators. They're also going to get access to later this week if they're helping us to test some things in Canvas, but we can also have groups where everybody has this same level of permission. There's not really a leader of a group. Everybody can post anything that they want to in Canvas in groups.

The things that you can put into Canvas groups, you can add in announcement. You can add in different page contents, content you create right in system. You can see all a list of all of the people in the group. We're going to come back, and look at how really nice this feature is in just a second. We're going to have discussions, and we can also have file storage. You can see, it's organized much like you might be a familiar with a Windows or a Mac file storage. You can also use conferences and collaborations. We won't talk about those today. Those are features we'll talk about in later training as we work on this. I see Skip has mentioned when I brushed past stages that it Wiki-ish, and that is very true. I'll highlight that a little bit later as we talk about how to create content.

Then, we also have an inbox in Canvas where we're not to the point where we're testing this out too much yet, but this is another one of those features where Canvas works really hard to try to bring things down to a level, so we don't have to dig through things. If you think about how you do this in Blackboard today, if
you want to check your course messages in Blackboard, if you're using the course messages function, you got to go into the class, into the communication tools, into messages, and then, finally you get to your messages. In Canvas, you just click the inbox. All of your messages are right here.

You see up here at the top left, I have all courses selected right now, but I can actually hone that down to actually get to a smaller number or just to one specific course that I wanted to see just my messages for that. We have an inbox, unread, starred, sent, archive, and then submission comments. A lot of different streams that we can have. Again, we'll do more training on this a little bit later. As we think about our training, this is going to be in our Teaching with Canvas Training most likely, which will happen closer to March, April or May as we're doing some of the training roll outs.

We'll talk about the comments a bit later on. For now, I'm going to actually go back to the accounts, and talk to you about when you do get access to Canvas for the first time, again, mid-February timeline, what do we want you to do? The very thing we really want you to do is we want you to come in and we want you to create an account. When you come in for the first time, you won't have a picture of yourself there. What you'll actually have is a little gray circle that has a little outline of a human in it. We'd like you to set up your profile. Why do we want you to do that? Because it's your profile in the system, and it's one of those things as a faculty member that will really streamline your workflow as you think about how you do things. Let me show you why that is. Here under the profile is where you or I will come in to set our profile. To add a picture, I just click on this little pencil icon, and I could add a different picture if I want to. It's very simple to upload a picture. I can take one with my camera, or if you want to use gravatar image, you can do that. I can also drag and drop on to this screen if I want to. I don't even have to try to choose. I can just drag right on to it.

Then, I can add in additional information like contact. I'll show you where to set this if you want to have your LinkedIn and your Twitter profile visible. I do have those. If you click on my LinkedIn button, my LinkedIn profile will pop right up there for you. As well, my Twitter profile, if you want to click on those. It will come straight up. Then, I can add in a biography. The biography is really easy to add, just by doing the edit profile button over here. I could edit that text if I wanted to. It is just plain text. No additional HTML, or any other coding, or anything like that. Just a plain text biography.

This is also where I could add links. I've decided to use on mine links to the different Canvas community and Canvas guides, which I'll be showing you in a minute. I've already shown you the Ivy Learn webpage. This is easy enough to add another link here. If I wanted to do that, I could just hit the add another link. Maybe if you want to, the colleges website as well if I wanted to. There we go. It's that easy. Then, save profile.
Now, what does that do for me? The great thing that it does for me is it has updated my profile all the way through Canvas. Faculty, if you think about one of the things we ask you to do as a part of policy is to always display your instructor information, your contact information inside of your course. That's great, except you have to do it every single time in every single course. Now, you don't actually have to do that. You can actually do that here one time.

Then, let me show you what happen. Inside of my course, let me go back into one of those, and I'll do this one, there is a people link in every course that you have. You will have this link, as well as your students. Right now, I'm the only person. No, there are others. My test students are in this course. We're still working on that, but this is the way it would show to students and to you as well. Myself, as the teacher, I show up here at the top. I can click straight through as a student or as myself to that page to see that profile.

Now, I can see a little bit more information in profile because I have the admin right to the system. Most people would only see this information. Instructors, you would see a little additional information as well, but you wouldn't see this same level of detail that I have as an administrator, but you can get to that profile from any people page. You update it once, and then just keep it open.

April asked a great question, if students would see your Teach RC number. I don't believe so, April, but I noticed that today too. We've been tweaking user accounts as we're getting ready for that February rollout. I made a note to myself to check on that afterwards to see if that's going to display publicly or not because we certainly don't want that to happen. Mine, maybe, is displaying publicly because I may have actually typed it in there at some point. I tend to touch all the buttons. That happens to me sometimes.

The next thing that we want you to take a look at in your account are your settings. This is important because it allows you to then be able to set up your notifications. Now, we're going to look at this in order. You'll see, first of all, that I've registered my LinkedIn and my Twitter. This is where I did that, so that my profile would show up on my profile page, but you'll notice also over here on the right-hand side, let me grab my spotlight again, over here on the right-hand side, I can add other contact methods. I've added in my personal email address. I've also added in my SMS text message number, as well as my Twitter profile. Then, because I have the Android app downloaded on my phone sitting next to me, I can set my notifications from my device from here, so it shows this registered here.

You'll want to add this additional contact methods, so that you can then customize your notification setting. It's very easy to add a new email address or a new contact information. I have another email, and I can register that one. It will do the normal thing. It will send you a confirmation link. You have to go click on that in your email. Then, it will be set up. I'm going to hit okay. You'll see that it's
there for right now, but it's not actually confirmed yet. I'm going to delete that one because I don't actually want it in there.

A couple of other things you can do from this setting stage that I want to highlight before we move on to notifications. First of all, you can also decide if you want to have a high contrast user interface. That's what UI means. If you have a vision impairment, which is easier for you to view a high contrast version of the system, you can actually turn this on. Then, as soon as I hit save on this page, that would make that change. I actually don't want that, but you can do that.

You can also have links set to underline. Right now, in Canvas, when you create links, and you'll see me do this in a few minutes, other than underlining them like you may be accustomed to on a lot of pages, it actually just changes the color of them, and make the text just a little bit bigger, but you can actually have them set to underline if you choose that. That's an option you can set if you want that as well.

Two more things on the settings page I will highlight for you, which are really cool new features in Canvas, and we're just excited to see what you, our faculty, and what our students do with them. First of all, there's a button here that if the faculty member allows it in the course, and both of these, they're dependent on you as the faculty member allowing this feature in your course, you can allow students to download all of their submissions as a zip file. That way, at the end of the course or anytime throughout the course, if the student want to download all their work, they could do that using the submission feature.

We haven't tested this out a lot yet to see if there's anything that doesn't get included. Some things that we anticipate wouldn't get included is if they submitted things like to a Pearson, or a McGraw-Hill, or is engaged something that's outside of Canvas, that wouldn't get downloaded in this file, but anything they uploaded directly to Canvas, we think should. We're still testing to see whether or not discussion posts and those kinds of things to that level of detail.

You also though, and I think this one is more interesting, is you can allow students to download their course content. For instance, if I was getting ready to go on a really long plane ride, maybe I'm taking that trip to Italy that I've been dreaming about for a really long time, and I'm doing that trip while I'm taking a course, and I want to be able to read on the plane, and I'm not going to pay fee for WiFi on the plane, I could actually, if my faculty member allowed it, I could download my course to my tablet or my device so they could read the course content while I was offline.

Now, of course, I can't submit assignments. I can't see anything that is on a website that faculty member links out to. I can only see content that's actually created directly in Canvas, but I will be able to do some of that reading, and maybe work on some of my assignments offline while I was in the airplane flight,
or maybe while I'm at my kid's soccer game, or something like that. I think this is a really useful feature, and I'm really interested to see how our faculty and our students use that.

These are some of the things on settings. Remember, we want to set the settings first because, then, we want to go over to notification and we want to set our notification. This screen is a little overwhelming the first time you see it. Take a deep breath. It's okay. You'll notice here, there are four different options for notification preferences. I can have it notify me right away. That's the check mark. A little clock icon is to send a daily summary. A little calendar icon where that is available. It's to send a weekly summary, or to not send anything via that notification method.

Those are my options. You'll see here, this different contact methods are what were on my settings page previously. I had two email addresses because remember, I deleted that third one that I didn't have set. Then, I have my text message, Twitter and push notifications for my devices. There are all my different methods. This is something that I think you will do a good bit of playing with as you start using Canvas, and you see all of the different email that it will send you. Canvas will notify you in about a lot of different things. You're going to play around with this a little bit as you customize what you want to get email on and what you don't want to get email on.

One of the things that I noticed is now, I actually have a course. Oops. I actually have a course now that's going to have some submissions in it, and I actually want to start getting notified whenever I have a new submission. I want to get notified actually on my mobile device because I want to be able to grade student work as quickly as possible, and I'd be able to do that from my mobile device because I can grade on that device. If I wanted to, I think I'll want to get a daily summary by email just to make sure I didn't miss anybody. I've just changed those two settings. It's that easy to check those box and that will give me a note every time I get a submission into the system. That easy to set your notification preferences, and you've got all of these different preferences to set.

The last two things here on the accounts page. Again, we're under our account. The last two areas on account are files and e-portfolios. Let's go to files first. Skip asked a really good question about the notifications, if that was all or nothing for the courses, not course-by-course. Skip, I have not dug into. It's all or nothing for this system. I've not dug into the course settings enough yet to know whether or not you can also customize that by course. Cathy is saying it's all or nothing. She's much more adept to the courses than I am. It probably is an all-or-nothing setting.

Here is the files area. Now, this is one of those new features that we have in Canvas that we've never had before. That's the centralized file storage. Think about this as a place where maybe you've created an instruction document for your students that you use in all of your classes. In Blackboard, you would have
had to have uploaded that document over, and over, and over again or at the very least, you would have had to build the module one, and then copy it over to all of your other classes. In Canvas, you're going to actually upload those documents into a central place, and manage them from there. You don't have to try to go back in and change them in all four classes after you've copied it. There's a real advantage to putting something in your files area first, and managing it from there.

Let's take a look at how that might work. Here is that same handout that all of you downloaded. This is my Microsoft Office version of it. If I realized that there was some error in it, I can actually manage that right from here. It's a really nice way to be able to do that. I can also preview it to make sure it's the right document and take a look at that. It's a really, really nice feature there. You can see I can rename it. I can move it to a different folder, all of those things.

The other thing we have under our account is the e-portfolio section of Canvas. Again, we've not built a lot of things out with this yet. We'll focus on this a little bit more as we get later into the implementation with Teaching with Canvas, but I'll just show you a quick sample of how a portfolio is laid out. Here in the portfolio tool, we always open to instructions in the middle. Your portfolio, right now, mine is private, but you can actually give people access to it without actually making it public or you can make it public. You'll notice that I can download it as a zip file so I can take it with me to another institution if I needed to do that or publish it on my website, and I can delete that. You as the faculty member or later your students, they maintain ownership of this.

Then, here on the left, we organized portfolios into sections. That's what on the left-hand side. Then, each section has pages. These are the two pages for my home section. Let me grab my arrow back. There we go. In my major project section, I just have the put page, which is Ivy Learn RollOut. Again, I haven't built a lot into this.

In my home section, here's my main page. I can edit pages very easily using the edit page button, and notice that I've got this rich text content. There's also a lot of information here on the right-hand side about other things that I can add. One of them is this course submission option. I don't have any course submissions in the system yet, but if I did, I would be able to add any item that I've already submitted to a course into my portfolio, which is, again, part of the point of portfolios is to be able to showcase some of the work you've done in class. I have to re-upload it, and also remember any of those things, I can just click straight over to the course, and that upload submission.

The e-portfolio again, really nice new tool. We're just starting to play it a little bit, but something that is a little further ahead than where Blackboards was. Blackboard didn't have any portfolio tool. That was just rolled out about a year ago, I think, that we had not made a lot of use of, but we'll be starting with this from the very beginning.
With that, I am going to go back to my dashboard. We are going to dive into courses and how a course works. I am actually going to start with this blank course, this Import from C4. This is a brand-new course, absolutely nothing in it, and this is what your development show might look like. When you first log in, you'll have a development show available to you. We're working on that to make sure everybody has one when they first log into the system.

Then, starting probably just after spring break, your courses for summer, your actual courses will be available to you, assuming that you have access to them in banner. I think I saw Shelley ask that question whether or not you'd need to have access to the course in Banner for it to be created in Canvas. Yes, that will still be the same way that we do things with Blackboard Banner. We'll actually create the show in Canvas for us, but you'll get access to your actual summer courses most likely right after spring break so you can start building those out.

There are a few different ways you can get content into Canvas. Unfortunately, there's not an easy way to take all the content in Blackboard and dump it into Canvas. I've said a few times, if you've heard from my other prepared talks as we've gone into starting this process, courses, as you all know, are these living, breathing things, and they're not flat file data. You can't just say, "Well, discussion here always messes up with discussions there," or "This kind of course content always matches up with this kind of course content." You can't do that mapping that we do in the IR world when we move content from one type of system to another. We are going to be moving from one house to another. We got to pack up the boxes, and we got to move. That's the hard part of this. I think, once we get through that part everybody will really be able to enjoy using Canvas.

A few different ways you can get content into Canvas. First of all, every course in Canvas comes with this set-up checklist. You can just add content straight into Canvas, and just forget anything you ever created before. I don't recommend that method, but for some of you who don't use Blackboard a lot, and only have maybe four or five pieces of content that you load up for your student because it's a face-to-face class, and you are meeting the policy expectation of having your syllabus and those sort of things in Canvas in the learning management system, but you don't do a lot of with it, that may be the best way for you, and that's completely okay.

They walk you through here, some nice guides of what you can do in Canvas, starting with importing content. That is my second way that I want to show you how we can put content into Canvas. Go back to my class. That is to import it from Blackboard. You would do that by logging in to your Blackboard course. I've got Blackboard up here on the screen. There we go.

You can see my Blackboard window now. I go into my course, and go to packages and utilities, and export archive course. I would create an export package. Now,
I've already done that, so I would download this export package. Come back into Canvas once I've saved that on my computer. Go to the settings for my course in Canvas, import content into this course. Then, I would select the Blackboard export file. Upload that file. I'm not actually going to walk through this because it takes about five minutes, five to ten minutes depending on the size of the course if you're actually going to do it, but I would choose that file so it would upload it from my computer. Select an appropriate file and hitting okay. I'm not going to do that. Then, hit import.

Now, again, this is just an introduction to how it works, but it's not a hard process. It takes about probably about ten minutes per course to do that part. Then, again, about five to ten minutes per course depending on the course size for those courses to be imported and that process to actually run. We'll put together guides and videos as we get ready for folks to actually do that, but it is that simple.

Now, there's another way though that you can also import. Let me tell you what that looks like. I have to do that before I go on to the other way that we do content in Canvas. If you're familiar with our IVYT classes, this is one that I exported, a copy of one of the IVYT classes straight out of Blackboard into Canvas. Now, I have been moving things around in this course all over the place. Things from week four and week 12 now, and those sort of things, but you can see the basic structure of the course.

You may notice some of this from the state-wide course template if you've used our state-wide course template. We have the summary, and overview, assignments, all of those things. All of these, import is over and does work quite well. Where we see the most problems so far, test links tend to come in a little wonky sometime, but the nice thing about it is that it does give you a nice report of anything that it had difficulty with.

Then, the final way, the final major you can get course content into Canvas is through what we call the comment. I see Florence is asking a question if there's a way to export individual items from BB to Canvas without doing an export package for a whole course. As far as you can, it's somewhat complicated, but if you talk to Adam, Adam should be able to help you out with that. There are some ways to do that, and you can do areas, as I see, is what Cathy replied to you. Areas are pretty easy, specific items. It will take a little more magical wandering on the backend, but it can be done.

Anne is asking if there's going to be a written or online manuals with all of this information. Absolutely. Again, we'll do quite a few online guides. There are also online guides on the Canvas page. That's a really nice opportunity for me to show you those. I just did a quick Google search for Canvas guides and that takes me to Canvas Instructor Guide. This is also what's in the handout that we provided you in the handouts pod. That link to this is also in that handout. You can see all of these different topics are in the Canvas Instructor Guide.
I can search that. Maybe I want to search import contents, I'll just do import and see what happens. I'll just type import in the search box, hit enter on my keyboard, I'm waiting on the slow internet today. There we go. You can see I've got the Course Import Tool, which should be the instructors one. That is a nice tutorial that walks you through how course imports work, but we'll have some other videos and things for things that are Ivy Tech-specific.

The last way that you can get content into Canvas is from what we call the comments. For those of you, I know there are a lot of people online today. I recognize a lot of your names who teach some of our state-wide courses or mentor and develop our state-wide courses. I know Florence is one of those folks. I know several others of you that do that, that do our state-wide courses. This is a way we know to our state-wide courses, but we also think for many of you in your region, I saw some questions about from folks like chairs and those sorts of folks, we also know in your regions you often maintain course shelves for your regions for on ground courses. We believe you'll be able to do that through the comments as well.

I want to show you how the comments work and what it is very briefly. In the comments, first of all, you'll notice that I have two different options for how I search this. I can show public resources. I'll grab my little highlighter here. You can show public resources, which is what I am showing now. As I browse through, this is just a quick browse of the published resources, they're sorted right now by most recent. I can change that by latest. I can change that sorts. Once I search, I can change that sort if I want to. The comments is a place where faculty from all over the country, or I guess the world, wherever Canvas is doing business, can share content publicly if they choose to do so.

I know Florence is on. Florence does content for one of our French classes. Let's look at content on French. We're going to look for only modules. I want a whole learning module, and I want things that are for the undergraduate level only. Just with that quick search, these are a list of all of the public modules available on Canvas that have something to do with French. I don't know if this is French language, or French culture, or any of those things, but if Florence wanted to use one of these modules on her course, she could just click on it, and import it into her course.

Now, I'm going to show you that skill here with something from our Canvas environment. I'll reload my comments page here. There we go. I cleared out my search. I'm going to show you, instead of looking at public resources here on the left, I'm going to uncheck this box, so I'm now only looking at the Ivy Tech resources. These are resources published only to Ivy Tech. One of the questions we've been getting is, will there be a course template that I can use similar to how we do on Blackboard, and there is. That is the current iteration of that. We're getting feedback from our group of super users right now, so that we can
modify that, but that template is here in this template demo. This is actually what I want to import into my course.

I'm going to check my Import from C4 course because that's the course I want to import into, but you could see is you can actually import the exact same content in the multiple courses at the same time. I'm going to have it into import. It will take just a minute for that to happen, and it will finish up for me. I'm going to back to my dashboard, and back to my Import from C4. Just as quickly, I could have gone to my courses button, and gone to Import from C4. I'm so used to doing it wrong. I always go back to the dashboard.

You'll notice, now, there's an announcement in this course. This is the course we were looking at a minute ago that was completely empty. You'll notice there is now an announcement in this course. If I come down here to pages, there are now some pages in this course. If I come back to my home screen now, there we go, now my home screen isn't there. It's still taking just a second to load.

This is an example of a template that we're working on for all of you to be able to utilize that you could then edit and customize. We would customize the buttons to make them appropriate to whatever the subject area was, and we can work on that. Each one of these buttons, then, takes you into the module or that course for that link to go straight to module seven, but it's just really linked it went straight to the module school.

Let's take a look now, now that I've added my template at how easy it is to add content to my course. Let's start out with the syllabus. This is the syllabus template. The syllabus in Canvas is very different from the way we think of the syllabus that we upload to Blackboard right now. If you think about the syllabus we upload to Blackboard right now, number one, it's lengthy. This is so long. We're trying to work on honing it down just a little bit. It is still long, but we have tried to take those things that are pretty much the same across all the courses and linked out to them, but they could still be customized by that course. There's still a section for instructor communication that you would add assignments, and grading, all of those things.

We may still tighten this up a little bit by linking out to other pages where appropriate because all of these are just pages that exist within the course. If I click out here to the course outline of record, that takes me to a page where I could grab that information going back to my syllabus. I can edit this. If I want to edit it, here's my nice editor. It's very, very easy for me to edit information. I can come straight in here, type in name, phone number. It's very, very easy to do this. Think about how you have to do this in Blackboard today. You have to download that syllabus to your computer, save it somewhere, update it, and all those things. It's really cumbersome. Here, it's very, very easy. It's all on screen. You don't have to do anything else to it.
Now, here's the next thing about this that I love, and that is that if you scroll all the way to the bottom, this is why we want to shorten this up as much as we can by using some linked documents wherever possible, you see this course summary. Right now, there's nothing on it. It's empty. The nice thing about this is this build automatically as I add new things to this course.

Let's see how we would do that. First of all, I'm going to go into the calendar for this course. Maybe this is a face-to-face course. I'm going to go into my calendar. I'm going to turn off everything else except for my Import from C4. There we go. Now, I'm only looking at that calendar, and I'm going to add a class meeting. Class meeting number one. It's going to be tomorrow. This is the Tuesday, Thursday class. This class meets from 1:00 p.m. to 3:00 p.m. There we go. It meets in Ivy Hall. I'm making sure it's still on that Import from C4 calendar. I'm going to hit submit. I'll scroll down just a little bit. There we go. I can see that class meeting.

If I go back to that course, notice that right here on the coming up on the main home page, now I have a class meeting showing up for that course. It's automatically updating those things as I add them. Now, it also added that class meeting to the course summary.

Now, if you don't want the class meetings to show up on your syllabus, that's fine. You don't have to have those on there, but it is a really nice way to do that if you want to. You can also link information in those, and add additional handouts, or resources, or things that students can use. You can also print this page. I've seen a couple of questions come through about that. It actually prints quite nicely.

Let me see if I can print PDF just so you can see what that looks like. I'm saving the PDF document. It will take just a second here. I think I saved that to my desktop. Yeah, I did. There you go. I'll go out to my desktop, and see that it actually saved quite nicely. It looks very nice. These links also, because I have access to this course, this link should work. I have not tried that, so I'm saying should, but they should work. You can see that it actually prints very, very nicely including links out to the class meeting items. It does actually create a really nice printable view as well for the syllabus.

Let's add a couple of other items to this course. Let's actually go over to my module page. I'm just building out my course. Maybe here in module one, I'm going to do an overview. I'm going to click on that item, and I'm going to edit it. You may recognize this from our course template. I'm going to do, "In this course, we'll be learning about accounting." This is the world's worst objective, and I acknowledge that. "You can learn more about this subject here." I want to show you how easy it is to link to an item that exist within a course.

In Blackboard, today, it's not too difficult to link from maybe one section of the course to another, but to actually take an item that you've uploaded in another
section of the course, and include it somewhere else is really, really difficult. In Canvas, it's extremely, extremely easy. Here on the right-hand side of the page, I have this list of links, and it links out by topic area. I can link to my different pages that I have in my course to the assignments – I don't have any assignments yet. We're going to create one in a second – to quizzes, to announcements, discussions, to different modules, and then to the other course navigation items, which are linked to the items down the left-hand side here. You can really customize the way your course looks.

I'm just going to link to this page here. We'll linked to this one. There we go. Not the best link in the world, but it's that easy. I highlighted the text that I wanted, clicked on it, and it's now blue. I can do the same thing with any other item, highlighting it, and linking to it very, very easily. When I'm done doing that, I can hit save.

Now, before I do that though, I do want to highlight something to you. Skip mentioned as we were going through that Canvas is very Wiki-like. Wiki, if you're not familiar with that, although most people because of the WikiLeaks, at least have a little bit better idea of what the concept of a Wiki is. Wikis are collaboratively edited web spaces. I've actually done some assignments in some of my courses where students worked on group projects by creating a Wiki about a topic we were learning about in class.

You can actually create any page in Canvas to be a part of your course Wiki if you want to. I can do that by just changing it from only teachers to teachers and students, or anyone if we have other roles set up in the system, but now I think we're just going to have teachers and students, so you could do that one. You can actually let students co-edit content for the course right there with you, which is a really great way to have student work. I'm done, I just hit save, and that content has now been updated.

Let's say that I want to add an assignment into my module, take a look at how we would do that. I could come here to this add button, and add whatever I want to add. I can just choose this dropdown of what I want to add, assignment, a quiz, a file, content page, discussion, all these different things. We're going to have an assignment. It's a new assignment. I'm going to call it assignment one because I'm being super creative today.

I'm going to have an indent. I actually want it to appear underneath the module overview, so you can create this outline view if you like that view. You don't have to, but I like it, so I'm going to add an item. You notice that it's down here. I can drag that up here because it's actually one of my learning activities. I want it underneath my learning activities. Notice that it is not published yet. That's because there's nothing in it. I still have to edit it, but I can publish it just by clicking this checkbox, or that little cloud icon, and I can unpublish it the same way. It's very easy to hide content if I need to. I'm going to edit this assignment.
Sorry. I'm going to edit this assignment by clicking on here. There we go. I want to edit that. Here are all the things I can create an assignment.

Again, I can still link the content in other places in the course. I can add files from my course file area for this course. I don't think I have. I have few files here. I can also add images from an image search or for my own content area. It's a really nice way to do that. It has videos, all those things. I can also add media right into the page. I'm going to record a quick video. It should allow my camera to work here. There we go. It will take just a second. All right. There's a little button right in the front that's right over my face that says click anywhere to start this. Let me do that. It's still connecting because we have a crazy internet connection today.

I'm going to pretend like this is working properly. Hi everybody, in this assignment I would like you to post an introduction of yourself, and write a brief essay about why you're excited to use Canvas. When that's done, there should be a stop button right here because, again, you've seen that I'm having internet issues all through the class. I'm not going to try to do that. You would hit the save button, and it will render up, and it will actually show as a little media icon here.

Now, there's nothing wrong with the tool. We're having an internet issue here today at the system office apparently. We've noticed that throughout. I've done this in every other video, up until today, that's worked beautifully. There's no reason to think that there's anything wrong with the tools. It's just a little internet hiccup today. I'll just go ahead and type a little bit of text here just so we get something. Give it a point value. Again, we'll talk about how the grade book works, and how grading features work as we get closer to training on teaching skills. We won't spend too much time on that.

I do want to talk about the different options we have for submission types. You can actually choose whether it's no submission. You might use this for class participation or maybe students have to do an externship, and come back, and do an oral report on that, so they're not actually going to actually submit anything. You can also do an online submission and on paper. If you want to communicate to students very, very clearly, "You're going to do an on-paper submission," and maybe you want to return grades to them on paper.

In fact, let's do that. Let's do this one as an on-paper submission, so you can see why, why would I want to put this in the grade book in Canvas, and track this this way. First of all, I can communicate to students very clearly about what the expectations are up here. You can do it as an on-paper submission. I also can set the due date for it. This is going to have a due date of next Friday. I could change the time if I wanted to. I'm going to hit save and publish.

The reason why even for an on-paper item that might want to do this is you can see that I could add a rubric to this here. Then, you can actually use that rubric to grade the student's work in the speed grader. Even if you have a stack of paper assignments, you could actually attach the rubric to the paper assignment item
in Canvas, and be able to run through the grading of it via the rubric using the speed grader, which every faculty member from every institution that has used Canvas, when I ask them, "What do you love the most about Canvas?", they're like, "The speed grader." They say it really helps to streamline their workflow and make life a little bit easier for them. I can't wait to play with it. We haven't gotten to play with it a whole lot yet.

We added a new assignment. Let's go see what happened to our syllabus down here at the bottom, all the way down here at the bottom. That new assignment got straight to our syllabus because it is also coming up here in the next few days. You will notice on my dashboard now when I look at it, I've got quite a bit showing here. I've got a lot to do. Assignment one now shows up. It's a really, really nice option to do.

Patty is asking, can you upload a file to an assignment for students to open? Absolutely, Patty, I just got off this really quickly but you definitely, definitely can. That's a very easy thing to do.

With that, I think I've shown you, I wanted to show you the discussions too. Sorry. I knew there's one other thing. We're going to go back to our modules, and we're going to add a new discussion here to module one. It's a new topic, and this is "Discuss section one." Add item. I'm going to, again, drag that up where I want it to be. I can go straight into that to then customize it. I can edit it. Again, I can give it any text that I want, added the information to it, "Please discuss." You would add far more information to this. Here's another example of where you can do that attachment option Patty was just asking about. You can attach things to it.

You see, you've got lots of different options here where you can allow threaded replies, whether a person has to post before they can see it. If you're using the audio video feature of Canvas, the video submissions, you can actually turn this into a podcast feed. You can turn any discussion to a podcast feed. I'm really excited to try to experiment and play with that one. I think it's cool. You can decide whether this is graded or not, so you can get the point value. We'll put it as a 10-point value, and add it as a discussion with a due date. This is going to be due on the seventh. Save and publish again.

On the discussion board page, go ahead and take a look at our discussion. A couple of nice features about discussions. First of all, you can organize them very quickly into three different groups. Pinned discussions, always start out up at the top. I can drag something. Maybe this is a discussion I always want to be at the top, or maybe I want to be at the top for this week, so the students don't have to scroll, I can throw it in my pinned discussions.

At the end of the week, when it's closed for comments, I still want students to be able to review it. I can move it down to closed ... Oops. I can move it down to closed for comments, maybe. Maybe I have to drag it back there, and then drag
it here. Why isn't that going to close for comment? I wonder if that's because it's due February 7th and the due date has passed. That is very possible. I will play with that again because it had let me do that in the past.

Now, notice that there are also some filtering features up here for being able to search through a comment, discussions, or a person, or contents, or anything like that. Really, really, a rich set of discussion features. We're just beginning to play with those quite a bit. You'll see a lot of really new features with discussions that are pretty cool. Again, you can try any page or any piece of content into a discussion if you want to. You have that option as an instructor. It's a much richer environment for feedbacks and those things.

Again, this was just a quick overview of things in Canvass. We're going to have lot of more information coming to you over the course of this semester, lots of training opportunities, lots of additional information for you to access. Cathy and I are going to hang out here online. I see there are few questions we still need to answer. For those of you who don't have any other questions, have a great day. Once I'm here in Indianapolis, I hope we can go have some great lunch. For the rest of you, hang tight with us, and we'll get to the rest of the questions that we have in there.

I see a question from Gwen about this Canvas plays nicely with Pearson's MyMathLab because it's essential. Gwen, it does. We're getting ready to install the connector that connects those two together. I will tell you, Pearson says it does. We haven't actually connected it yet, so we haven't gotten to test it, but you guys to tell us whether it works nicely, but they say that it works quite well with them.

Penny asked, can modules have open and close dates? Let me go back to module. It can. I think you do it on edit, yeah. Let me actually lock one here. From the edit screen on a module, I can lock until, I can set a date here that I can unlock it at a certain time. You could also add some dating requirements like if a student hasn't completed something yet, maybe they have to complete a quiz or something like that, to unlock the next module. I can also do that here. As well as some requirements like grading percentages and all of those things. I got a lot of option that I can do for how to lock and unlock content.

Just another minute here to see if any other questions come in. The chat is not the same as Go-To Meeting. Canvas' chat, here we go, Canvas' chat is a little weird. Canvas' chat is an all-class chat. If I type the message here, anybody that was in the class would be able to see it. It's a weird chat tool. It's a tool they're working on, and they didn't even talk about that in today's webinar, but Canvas updates regularly. They do an update about every month to the product, and this is one of the tools we know an update will be coming out the next six months or so.
Go-To Meeting, as Cathy has mentioned, is a different tool. The chat here is only text chat. That’s it. No video, no audio, just text chat. We are also looking at potentially other instant messaging solutions. We know a lot of people like Blackboard instant messenger. We’re looking at some other instant messaging option.

Florence has asked, can students record a video with their screen capture, their webcam, and a microphone in group by going to Blackboard? Of course, they can do. They can do screen capture in it using the inboard video tool. They can just use webcam and microphone in that video tool I showed you quickly. I see you want them to have their lines typed on a whiteboard for that. For that, you might need to have them start using Go-To. That’s something I think you should talk with Adam about. He may need to just talk through that with us, so that we make sure we got that use case covered for you.

Penny asked, if we’ll have an access to big blue buttons for conferencing. Penny, you must be using Canvas somewhere else. That is under the ... Oops, I hit the wrong button. It’s under conferences here. Oops, I hit the wrong thing. Sorry. It's in the conferences. Yes. Would have access to that? It's a feature of Canvas. I've not played with that. I think it's for up to six people at a time, and they saved the recording for a couple of weeks if I remember correctly, but yes, we would have that ability. I don't know if that might help with what Florence is talking about for her project. Yes, but you can also still use ... You say it's a great whiteboard to use. Penny, that's awesome.

Hey Penny. If you don’t mind, I’m going to shoot my email address to you in the chat box here, not to everybody. I'm trying to collect some testimonials from faculty who used Canvas with other institutions that we could then share out on our Ivy Learn webpage. If you have one, and you wouldn't mind shooting it to me in email, I would love to have that. That would be fabulous. You don't have too, but if you would, I'd love that.

Patty, you've asked if we can still use Go-To Meeting. Absolutely. We love Go-To Meeting, and we still want you to use it just as much as you can because it saves time, and it also allows you to interact in a lot of different ways with students. Absolutely. Go-To Meeting is not going anywhere. Cath, how are we doing on the question?

Cathy: I think, I just answered the last one.

Kara Monroe: Okay. Patty you've asked if students can merge their calendars for all of their courses. You can. They all are merged. Right here on the main calendar view, I just have the one course showing up right now, but if I click on my other courses ... Wait, I know I've got stuff on that one. Our internet connection is really slow.

Cathy: Patty, I also sent you a couple of links on the question and answer, the link to those, the instructor guide and the student guide on calendars.
Kara Monroe: It's does let you see them all.

Cathy: Go ahead, Kara.

Kara Monroe: Yeah, no, that's okay. That's great. It does let you see them all together as well. We have one more second here just to see if there are any more questions that come through. All right. Thanks again to everybody for joining us today. With that, I will end the ...