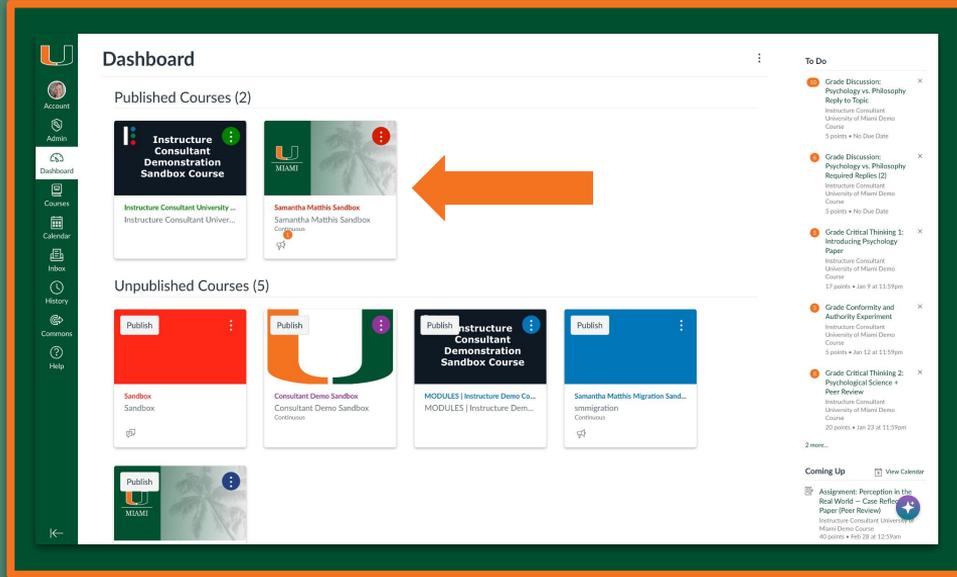


Start Building Your Canvas Course Today



The screenshot displays the Canvas Dashboard interface. On the left is a navigation sidebar with icons for Account, Admin, Dashboard, Courses, Calendar, Robot, History, Connects, and Help. The main content area is titled 'Dashboard' and is divided into 'Published Courses (2)' and 'Unpublished Courses (5)'. In the 'Published Courses' section, there are two course cards: 'Instructure Consultant Demonstration Sandbox Course' and 'Samantha Matthis Sandbox'. An orange arrow points to the 'Samantha Matthis Sandbox' card. The 'Unpublished Courses' section shows five course cards, including 'Sandbox Sandbox', 'Consultant Demos Sandbox', 'MODULES | Instructure Demo Ca...', and 'Samantha Matthis Migration Sam...'. On the right side of the dashboard, there is a 'To Do' list with several items, including 'Grade Discussion: Psychology vs. Philosophy Reply to Topic' and 'Grade Discussion: Psychology vs. Philosophy Required Replies (2)'. Below the 'To Do' list is a 'Coming Up' section with an assignment titled 'Perception in the Real World - Case Reflection Paper (Peer Review)'.

Step 1: Open Your Canvas Course

Upon logging into Canvas, select your course from the Dashboard.

✦ **Quick Tip:** To keep your Dashboard organized, “favorite” your active courses from your Courses list.

Start Building Your Canvas Course Today

The screenshot shows the Canvas LMS course editor interface. The course title is "Samantha Matthis Migration Sandbox". A red box highlights the "Type Your Course Title Here" input field. A red arrow points to the "Edit" button. The interface includes a left-hand navigation menu, a main content area with a welcome message and navigation tip, and a right-hand sidebar with course management options.

Step 2: Personalize Your Homepage

A blank Homepage template is already in your course for you. Use the editor to add your own text, images, and welcome message.

🚀 **Quick Tip:** This is the landing page for your students so include information that you want to ensure students will read.

Additional Resources: [Checklist for Setting Up a Course](#)

Start Building Your Canvas Course Today

The screenshot shows the Canvas LMS interface for a course syllabus. The sidebar on the left contains various navigation options, with 'Syllabus' highlighted by a red arrow. The main content area displays the course syllabus for 'Introduction to the Medieval World HIST 10300 003 (CRN 39551) 2009-2010, semester 1'. The syllabus includes an 'INSTRUCTOR' section with contact information and a 'NOTE' about campus emergencies. A red arrow points to the 'Syllabus' option in the sidebar.

Step 3: Add Your Syllabus/Course Information

Using the Syllabus tool, embed your syllabus document or add information natively to the editor.

✦ **Quick Tip:** Not interested in using the Syllabus tool? Create a “Course Info” module and add your syllabus there!

Additional Resources: [Syllabus](#) and [Course Announcements](#)

Start Building Your Canvas Course Today

The screenshot shows the Canvas LMS interface for a course named 'smmigration'. The 'Files' section is active, displaying a search bar and a table of files. The 'Upload' button is highlighted with an orange box and an arrow pointing to it from the 'Switch to Old Files' button. The table shows one file named 'Uploaded Media' with a size of 471 KB and a status of 2.1 GB used. The sidebar on the left contains various navigation options such as Home, Announcements, Modules, Syllabus, Grades, People, Item Banks, Zoom, IgniteAI Search, Research Guide, Portfolio, Parchment Badges, Assignments, Collaborations, Discussions, Files, Outcomes, Pages, Quizzes, Rubrics, and Settings.

Step 4: Upload Existing Materials to Files

Upload your slides, documents, recordings, textbook resources, etc. to your Canvas Files.

📌 **Quick Tip:** After uploading your files, use folders to further organize your materials.

Additional Resources: [Creating Pages and Sharing Files](#)

Start Building Your Canvas Course Today

Canvas LMS interface showing the 'Modules' section. The 'Modules' menu item in the left sidebar is highlighted with an orange arrow. The main content area shows a list of modules, including 'Week 1 - Introduction to Psychology' and 'Week 2 - Psychological Science'. The 'Week 1' module is expanded to show its contents: 'Lesson Introduction - Introducing Psychology', 'What is Psychology?', 'Psychology in Everyday Life', 'Common Psychology Questions and Answers', 'In-Class Experiment #1', 'Critical Thinking 1: Introducing Psychology Paper', and 'Brain and Behavior'. The 'Week 2' module is partially visible below, showing 'Introduction', 'Lesson Introduction - Psychological Science', and 'Activities'.

Step 5: Create Modules and Add Your Content

Determine your module structure (week, topic, etc.) and add your files, assignments, discussions, quizzes, pages, and links.

Quick Tip: All content that students need to be successful should be added to a module.

Additional Resources: [Organizing Course Content](#)

Start Building Your Canvas Course Today

The screenshot shows the Canvas LMS interface for a course titled 'MODULES | Instructure Demo Course'. The left sidebar contains navigation options like Home, Announcements, Modules, Grades, Course Analytics, Item Banks, Panorama, IgniteAI Search, Assignments, Collaborations, Discussions, Files, Outcomes, Pages, Quizzes, Rubrics, Syllabus, People, and Settings. The main content area displays 'Recent Announcements' for 'MODULES | Instructure Demo Course' with a 'Welcome!' message and 'Quick Start' instructions. A 'Course Status' dropdown menu is open, showing 'Unpublished' as the current status. An orange arrow points from the 'Recent Announcements' section to the 'Course Status' dropdown. A callout box highlights the options: 'Publish module and all items', 'Publish module only', 'Unpublish module and all items', and 'Unpublish module only'.

Step 6: Publish Only What Students Need Now

As you are building your course content, only publish things that are ready for student view.

🚀 **Quick Tip:** You don't need to build everything at once! This can be a process so keep things unpublished until you are ready for students to access them.

Additional Resources: [Publishing/Unpublishing Modules](#), [Publishing a Course](#)

Resources and Support

- [Miami Faculty Training Information](#)
- [Getting Started with Canvas Resource Course](#)
- [1-1 Training with a Canvas Consultant](#)
- Canvas Help Button
 - Available inside any Canvas Course with access to 24/7 support, all the Canvas Guides, and the On-Demand Training Portal Webinars.

