



Student Workshop: Getting Started with Canvas



CONSULTING

Agenda

- Login to Canvas
- Side Bar
- Dashboard
- Global Navigation Bar
 - Connect Google Drive
- Homepage Overview
- Module Overview



Submitting Assignments Topics

[How Do I Log In To Canvas?](#)

[How Do I Access A Class?](#)

[How Do I Upload A File in Canvas?](#)

[How Do I Submit A Webcam Image?](#)

[How Do I Share A Google Link As An Assignment?](#)

[How Do I Submit Audio or Video in Canvas?](#)

[How Do I Submit A Google Assignment?](#)

[How Do I Annotate a PDF in Canvas?](#)

[How Do I Use the Canvas Calendar to See Assignments?](#)

[How Do I Contact My Teacher When I Have Questions?](#)



Click the Canvas Tile within the CCPS Portal

The screenshot shows the CCPS Portal interface. On the left is a sidebar with a 'Filter' dropdown, 'My Applications' section with 'All' and 'Bookmarks' checkboxes, and a scrollable list of applications. The main area is titled 'Applications' and features a 'GLOBAL SEARCH' bar. Below this, a grid of application tiles is displayed. The 'Canvas' tile, labeled 'Recent' and 'Canvas LMS Platform (SSO)', is highlighted with a red rounded rectangle and a red arrow pointing to its icon. Other visible tiles include Gmail, Google Calendar, Zoom, Google Meet, Infinite Campus, Incident IQ, Looker, and Illuminate.

CCPS PORTAL
EXTENDING LEARNING BEYOND THE CLASSROOM

Applications ▼

GLOBAL SEARCH

Filter ▼

My Applications >

- ☒ All
- ☐ Bookmarks

Recent
GMail
GMail (SSO)

Recent
Google Calendar
Google Calendar (SSO)

Recent
Canvas
Canvas LMS Platform (SSO)

Zoom
Zoom video conferencing (SSO)

Google Meet
Google Meet (SSO)

Infinite Campus
Infinite Campus portal (SSO)

Recent
Incident IQ
Website for entering Technology support

Looker
Looker BI platform

Illuminate
Data and assessment platform for staff (SSO)



Account



Dashboard



Courses



Calendar



Inbox



History



Studio



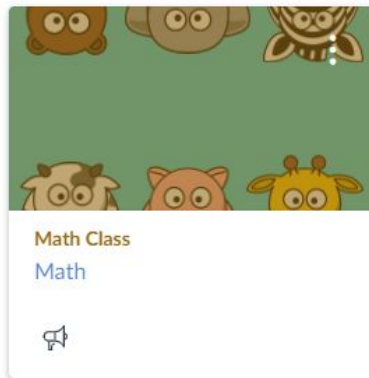
Help

Dashboard



English Class
ELA





Math Class
Math





Computer Class
Computer



To Do

- 15 [Grade 5.1 Assignments Warm-up](#) 
East Clayton Elementary School
Resource Center
10 points • Jan 29 at 5pm
- 3 [Grade 5.1 Assignments Warm-up](#) 
Jonesboro High School
Resource Center
10 points • Jan 29 at 5pm
- 7 [Grade 7.1 Speedgrader Warm-Up](#) 
Jonesboro High School
Resource Center
100 points • Feb 10 at 11:59pm

Coming Up [View Calendar](#)

Nothing for the next week

Recent Feedback

Nothing for now

[View Grades](#)



Dashboard: Global Navigation Bar



Account



Dashboard



Courses



Calendar



Inbox



History



Studio



Help

English Class
ELA

Math Class
Math

Computer Class
Computer

To Do

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100 points • Feb 10 at 11:59pm

Coming Up



[View Calendar](#)

Nothing for the next week

Recent Feedback

Nothing for now

[View Grades](#)

Dashboard: Sidebar



English Class
ELA

Math Class
Math

Computer Class
Computer

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100 points • Feb 10 at 11:59pm

Coming Up



[View Calendar](#)

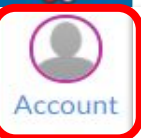
Nothing for the next week

Recent Feedback

Nothing for now

[View Grades](#)

Global Navigation: Account



Logout

Notifications

Files

Settings

ePortfolios

QR for Mobile Login

Global Announcements

☒ Use High Contrast UI 



Computer Class
Computer

1

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Coming Up [View Calendar](#)

Nothing for the next week

Recent Feedback

Nothing for now

[View Grades](#)



Web Services

Canvas can make your life a lot easier by tying itself in with the web tools you already use. Click any of the services in "Other Services" to see what we mean.

☒ Let fellow course/group members see which services I've linked to my profile

Registered Services

No Registered Services

Other Services

Click any service below to register:

 Google Drive

Authorize Google Drive



Google Drive Access

Once you authorize us to see your Google Drive you'll be able to submit your assignments directly from Google Drive, and create and share documents with members of your classes.

Authorize Google Drive Access

Sign in with Google

Choose an account

to continue to **Canvas**

 **Andre Student**
a2.studen@student.clayton.k12.ga.us

 Use another account

Sign in with Google

Canvas wants to access your Google Account

 a2.studen@student.clayton.k12.ga.us

This will allow Canvas to:



See, edit, create, and delete all of your Google Drive files



Make sure you trust Canvas

You may be sharing sensitive info with this site or app. You can always see or remove access in your [Google Account](#).

Learn how Google helps you [share data safely](#).

See Canvas's Privacy Policy and Terms of Service.

Cancel

4.

Allow



Google Drive account successfully added!

5.



Web Services

Canvas can make your life a lot easier by tying itself in services in "Other Services" to see what we mean.

☒ Let fellow course/group members see which service

Registered Services



Google Drive

[view your profile a2.studen@student.clayton.k12.ga.us](#) 

Global Navigation: Courses



Account



Dashboard



Courses



Calendar



Inbox



History



Studio



Help

Courses

Basic Written Communications

History 101

Introduction to Oceanography

Zoology 101

All Courses

Welcome to your courses! To customize the list of courses, click on the "All Courses" link and star the courses to display.



Computer Class
Computer



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Coming Up



[View Calendar](#)

Nothing for the next week

Recent Feedback

Nothing for now

[View Grades](#)



Today



July 2018

1

Week

Month

Agenda



3

< July 2018 >

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

▼ CALENDARS

- Emily Boone
- Bio 101
- History 101
- Introduction to the Solar System
- 8th Grade Math -
- BIO 102
- Advanced Biology
- Chat 101
- Classic Literature
- History 101 (SIS)
- History 210

► UNDATED

[Calendar Feed](#)

SUN

MON

TUE

WED

THU

FRI

SAT

1	2	3	4	5	6 12:59a July-51 Position-Pape	7
8	9	10	11	12	13 1:59p History	14
15	16	17	18	19	20 American-Rev	21
22	23	24	25	26	27	28
29	30	31 Articles-of-Ce Road-to-Revo	1	2	3 10a Office Ho	4



Account



Dashboard



Courses



Calendar



Inbox



History



Studio



Help

Global Navigation: Inbox



Account



Dashboard



Courses



Calendar



Inbox



History



Studio



Help

All Courses

Inbox



- ☐ Jul 15, 2020 1
Doug Roberts, Emily Boone
Just Checking in
Hi Emily, Just wanted to see if you had ...
- ☐ Apr 27, 2020 1
Madeline Khan, Caroline Jones...
Upcoming Field Trip
Hi there, I just wanted to remind you t...
- ☐ Apr 8, 2020 2
Doug Roberts, Emily Boone
Test
reply
- ☐ Oct 21, 2019 2
Doug Roberts, Emily Boone
Study Group
Cool, sounds like a fun idea! What abo...



No Conversations Selected

Global Navigation: History



Recent History

[Course Modules](#)

HISTORY 101
23 hours ago

[History 101](#)

HISTORY 101
23 hours ago

[Constitution Assignment](#)

HISTORY 101
23 hours ago

[Course Home](#)

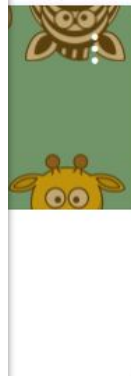
HISTORY 101
23 hours ago

[Introduce Yourself!](#)

BASIC WRITTEN COMMUNICATIONS
23 hours ago

[Course Home](#)

BASIC WRITTEN COMMUNICATIONS
23 hours ago



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100 points • Feb 10 at 11:59pm

Coming Up [View Calendar](#)

Nothing for the next week

Recent Feedback

Nothing for now

[View Grades](#)

Global Navigation: Studio



Account



Dashboard



Courses



Calendar



Inbox



History



Studio



Help

My Library

Date Added



RECORD



ADD



SEARCH

+ Collection

Add Videos

Help



Little lost? Try here first!

Search the Canvas Guides

Find answers to common questions

OTHER RESOURCES

Canvas LMS Resource Hub

CCPS training videos and other resources related to the pilot and district implementation.

Incident IQ

Please submit a Technology Support ticket in Incident IQ for access, course, and roster-related issues. Please choose Software and Online Systems>Learning Management Systems>Canvas and use the appropriate issue prompt. (Incident IQ is available for CCPS Staff only - not students)

Ask Your Instructor a Question

Questions are submitted to your instructor

Report a Problem

If Canvas misbehaves, tell us about it

Show Welcome Tour

Navigation: Help



Math Class

Math



Computer Class

Computer



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Coming Up

3 [View Calendar](#)

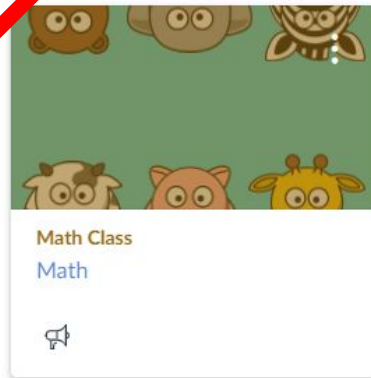
Nothing for the next week

Recent Feedback

Nothing for now

[View Grades](#)

Enter A Class



To Do

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Coming Up 3 [View Calendar](#)

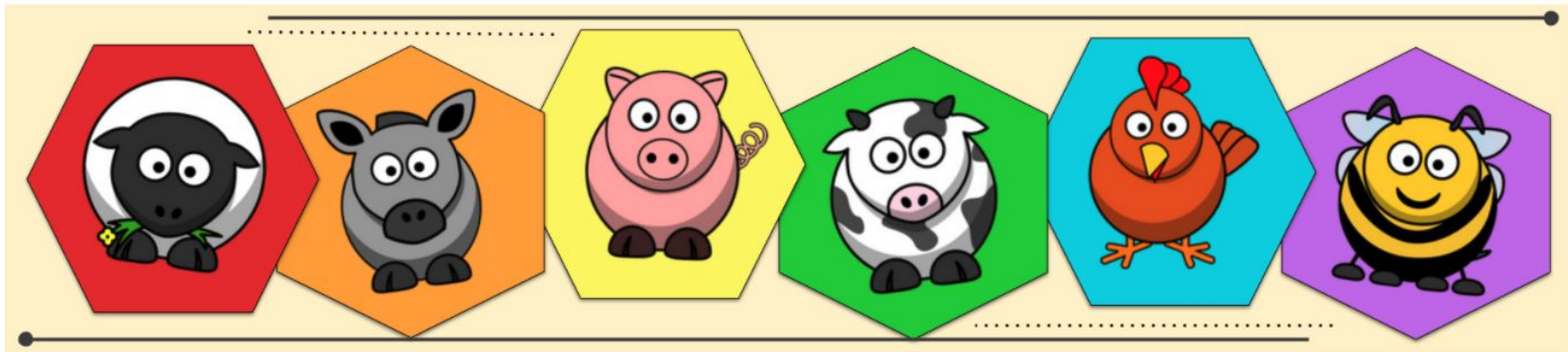
Nothing for the next week

Recent Feedback

Nothing for now

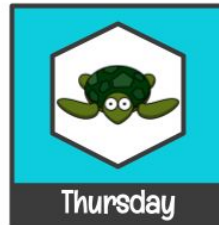
[View Grades](#)

Welcome to Class!



Welcome

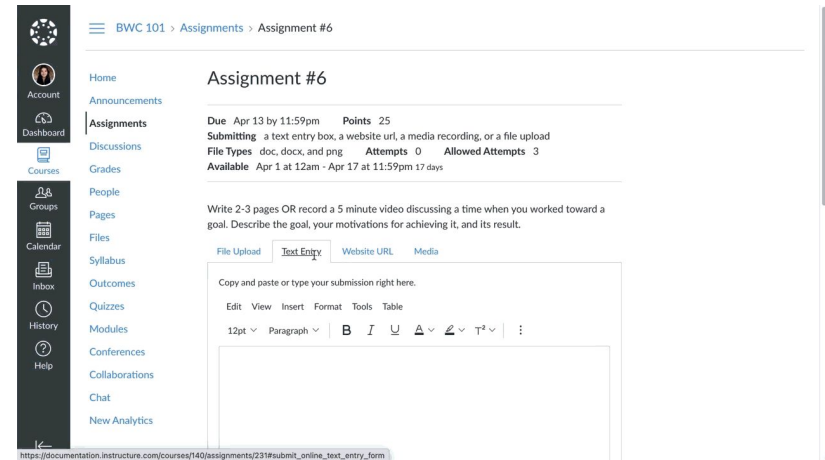
Add a short introductory (welcome) message in this spot. Cupcake ipsum dolor sit amet cotton candy cotton candy lollipop. Halvah cheesecake lollipop gummies jelly beans carrot cake jelly carrot cake. Marshmallow jujubes icing wafer oat cake powder. Oat cake wafer jelly-o chupachupsoat cake.



How Do Students Submit An Assignment?

There are various assignment types that a teacher may require you to submit a file. In most cases, a student can...

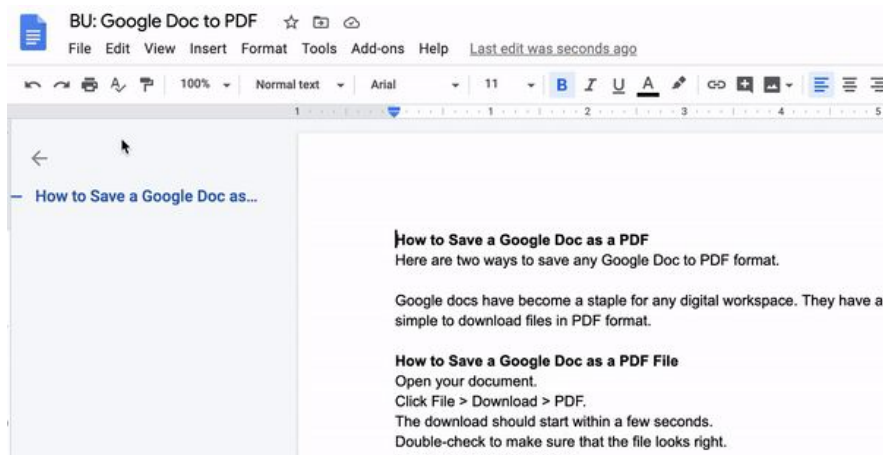
1. Open the assignment
2. Read the directions and follow the instructions.
3. Type your answer
4. When ready, click Submit Assignment.



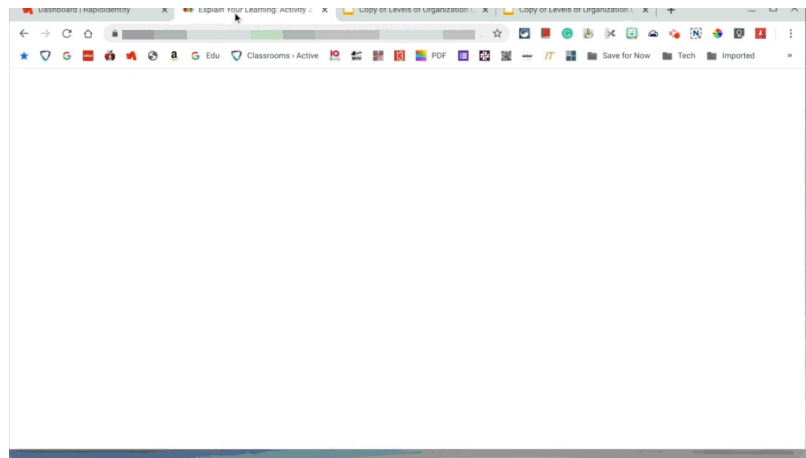
Submit An Assignment: File Upload

Sometimes a teacher may ask students to upload a file. Chromebooks do not normally save files to the device, but you can download your Google documents to your Chromebook and Upload the file to Canvas.

1



2



Submit An Assignment: Webcam

Sometimes a teacher may ask students to upload a file. Student Chromebooks will allow you to take a picture of your work and add the file to Canvas.

Assignments

Discussions
Grades
People
Pages
Files
Syllabus
Outcomes
Quizzes
Modules
Conferences
Collaborations
Chat
New Analytics

Due Apr 13 by 11:59pm Points 25
Submitting a text entry box, a website url, a media recording, or a file upload
File Types doc, docx, and png Attempts 0 Allowed Attempts 3
Available Apr 1 at 12am - Apr 17 at 11:59pm 17 days

Write 2-3 pages OR record a 5 minute video discussing a time when you worked toward a goal. Describe the goal, your motivations for achieving it, and its result.

File Upload Text Entry Website URL Media

Upload a file, or choose a file you've already uploaded.

Upload File Use Webcam

+ Add Another File

Click here to find a file you've already uploaded

Comments...

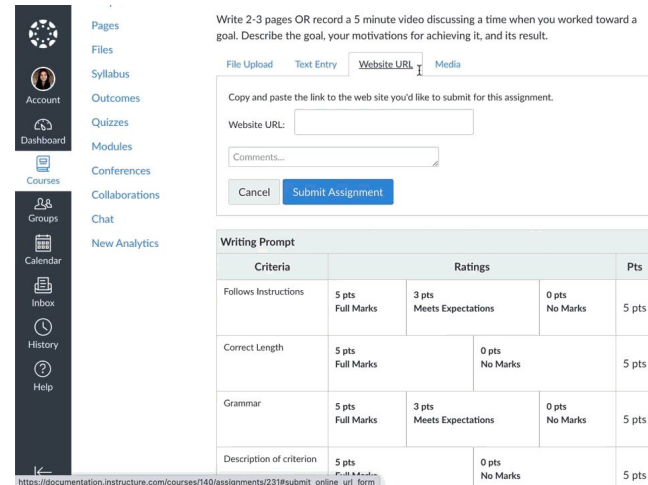
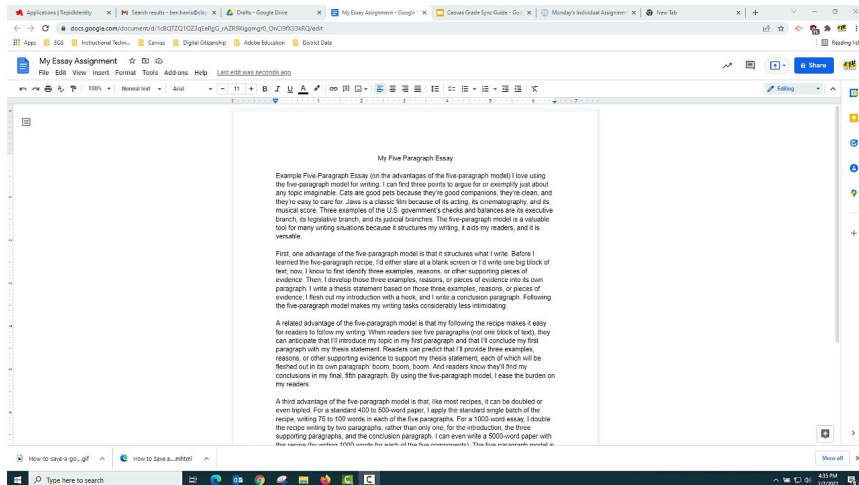
Cancel Submit Assignment

Writing Prompt

Criteria	Ratings			Pts
Follows Instructions	5 pts Full Marks	3 pts Meets Expectations	0 pts No Marks	5 pts

Submit An Assignment: Share A File

Share a link with the teacher. Make sure to click Share on the Google Doc and copy the link.



Submit An Assignment: Record Video or Audio

Record Video or Audio using Media

The screenshot shows the Canvas LMS submission interface. On the left is a dark sidebar with navigation icons for Pages, Account, Dashboard, Courses, Groups, Calendar, Inbox, History, and Help. To the right of the sidebar is a list of course items: Pages, Files, Syllabus, Outcomes, Quizzes, Modules, Conferences, Collaborations, Chat, and New Analytics. The main content area is titled 'Write 2-3 pages OR record a 5 minute video discussing a time when you worked toward a goal. Describe the goal, your motivations for achieving it, and its result.' Below this title are four tabs: 'File Upload', 'Text Entry', 'Website URL', and 'Media'. The 'Media' tab is selected. Under the 'Media' tab, there is a text input field for 'Comments...' and a button labeled 'Record / Upload Media'. Below the input field are 'Cancel' and 'Submit Assignment' buttons. At the bottom of the page is a table titled 'Writing Prompt' with columns for 'Criteria', 'Ratings', and 'Pts'.

Write 2-3 pages OR record a 5 minute video discussing a time when you worked toward a goal. Describe the goal, your motivations for achieving it, and its result.

File Upload Text Entry Website URL **Media**

Use the link below to record your submission. Click "Save" when you're finished and ready to submit.

Record / Upload Media

Comments...

Cancel Submit Assignment

Writing Prompt				
Criteria	Ratings			Pts
Follows Instructions	5 pts Full Marks	3 pts Meets Expectations	0 pts No Marks	5 pts
Correct Length	5 pts Full Marks	0 pts No Marks		5 pts
Grammar	5 pts Full Marks	3 pts Meets Expectations	0 pts No Marks	5 pts
Description of criterion	5 pts Full Marks	0 pts No Marks		5 pts

Submit An Assignment: Google Assignment

Complete the Google assignment by opening the document; once your assignment is complete, hit the Submit Assignment button.

HIST 101 > Assignments

Search for Assignment

SHOW BY DATE SHOW BY TYPE

▸ Overdue Assignments

▸ Upcoming Assignments

	Assignment #3 Due Apr 1 at 11:59pm ~20 pts
	Elections Discussion Due Apr 5 at 11:59pm ~10 pts Not Yet Graded
	Historical Video Assignment Available until Sep 19 at 12:59pm Due Apr 8 at 11:59pm Excused
	Declaration of Independence Quiz Due Apr 12 at 11:59pm 10/10 pts
	US History Quiz Due Apr 19 at 11:59pm 23/25 pts
	George Washington Biography Assignment Available until Apr 30 at 11:59pm Due Apr 22 at 11:59pm ~30 pts

How do I authorize my Google Account?



1. Click the Authorize
2. Select your school account
3. You might have to re-authenticate in the Rapid Identity CCPS Portal.
4. Select Allow so Canvas can access your Google Drive

Having Problems
Authorizing Your
Account?
Read Here

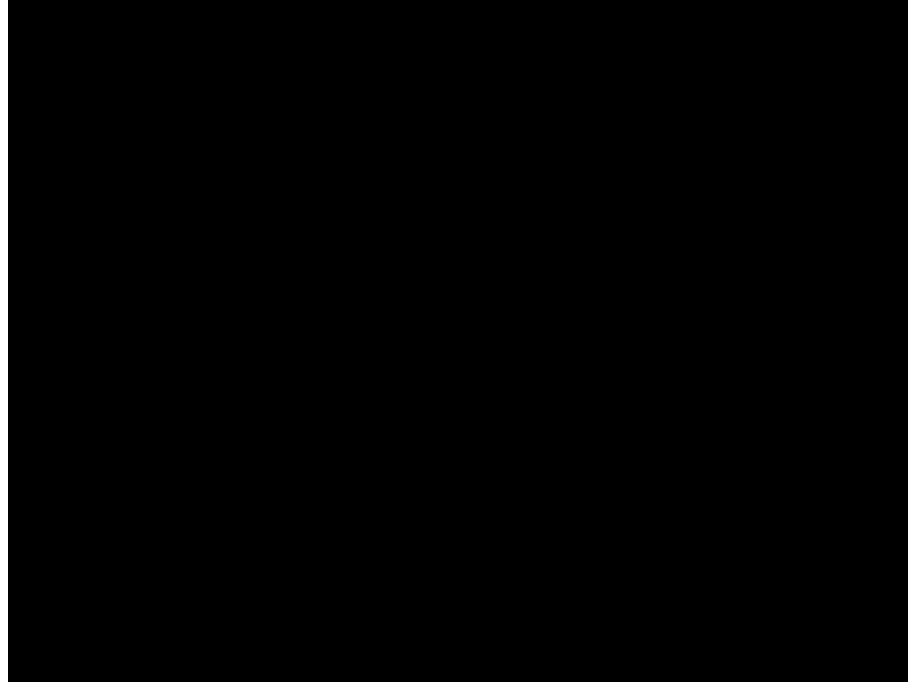
Log In

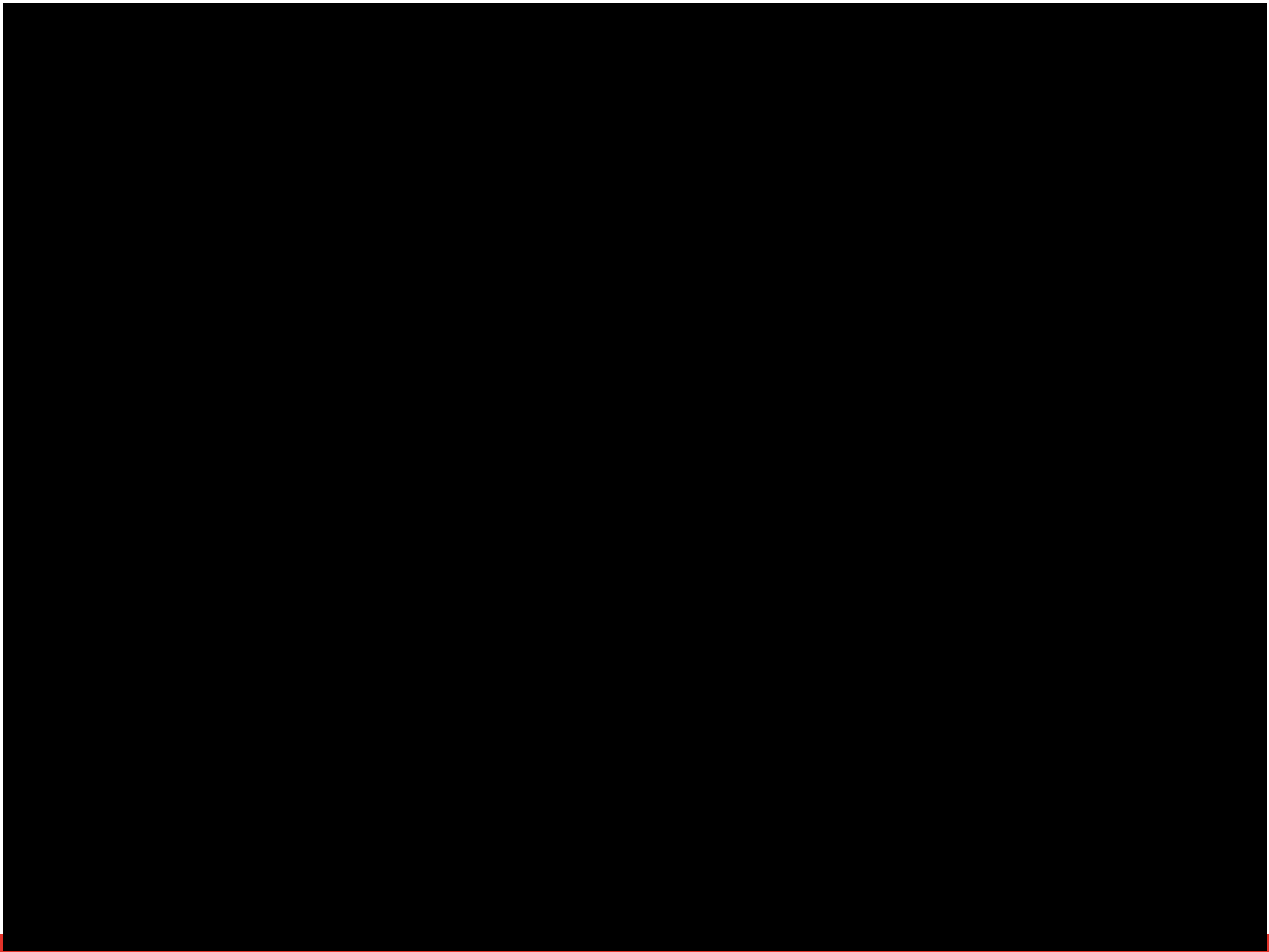
You need to authorize this integration in order to use it.

Please sign in to your Google account and authorize this integration.

AUTHORIZE

Submit An Assignment: Student Annotation





Additional Student Training Materials

