

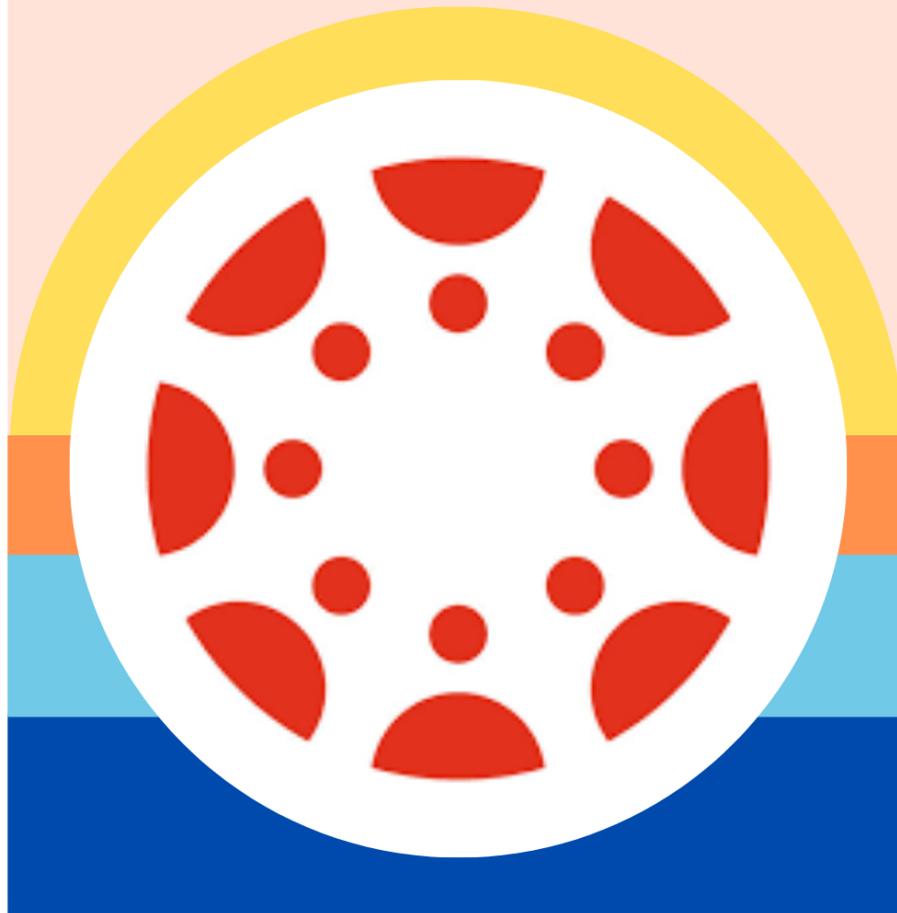
CANVAS QUICK GUIDE

STUDENT EDITION

EDUCATIONAL TECHNOLOGY

Department of

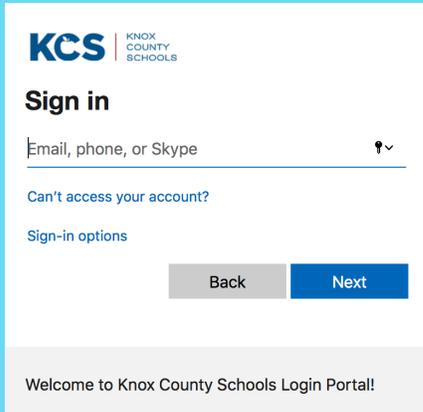
Teaching & Learning Supports



KCS | KNOX COUNTY SCHOOLS

GETTING STARTED

KNOXSCHOOLS.INSTRUCTURE.COM



LOGGING IN

Logins are now a single sign-on. Use your Microsoft login and your email password to login. Be sure to memorize your username and password as soon as possible.



FIRST TIME LOGGING IN?

SAMPLE STUDENT

John Smith

Student ID #1234567

Username:

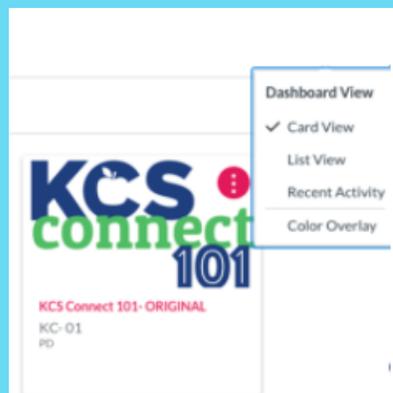
S1234567@student.knoxschools.org

Password: JS4567kcs

(Capitalize Initials, last 4 of student #)

YOUR DASHBOARD

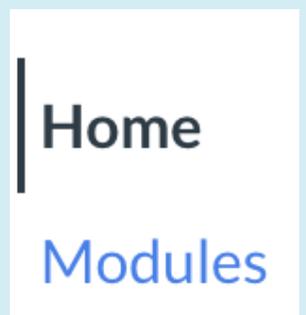
Find the correct Course Card on your dashboard to get into your course. Note that under the three ellipsis, you can choose the view you want on your dashboard.



TIP: Control the Cards you see on your dashboard. Click course icon and view all courses. Click on the star next to any course cards you want to appear on your dashboard.

COURSE NAVIGATION

Course Navigation is found on the left of your page as you enter a Canvas course. This column allows for you to navigate through your course resources.



GETTING STARTED

GOOGLE DRIVE

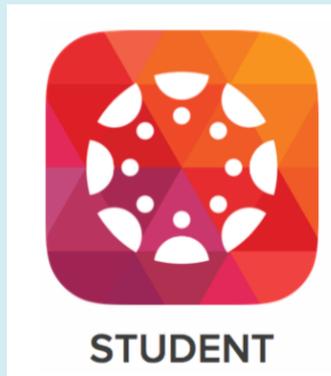
AUTHORIZE

In order to have access to all your Google Files in Canvas, be sure to authorize and allow your Google Drive to connect to your Canvas.



CANVAS APP

THE CANVAS STUDENT APP CAN BE DOWNLOADED FROM THE APPLE OR ANDROID STORE. THE APP WILL ALLOW ACCESS TO YOUR COURSES.

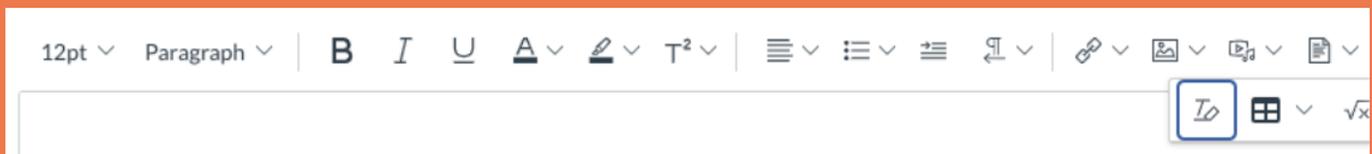


TO DO

ON THE RIGHT SIDE OF YOUR HOMEPAGE, WILL BE AN UPDATED TO DO LIST OF UPCOMING WORK THAT NEEDS TO BE COMPLETED.

RICH CONTENT EDITOR

The editor is available any time you are responding with text. Check under the three ellipsis any time you see them for more options, like integrating Google Drive docs.



INBOX

Use your inbox to communicate with your teachers through messaging.



NAVIGATING YOUR COURSE

MODULES

Modules organize content into units, weeks, or other chosen organizational methods and house assignments, discussions, quizzes, and pages.

A dark blue square containing the word "Module" in white, sans-serif font.A dark blue square containing the word "Assignment" in white, sans-serif font.

ASSIGNMENTS

These are assigned to students for graded or ungraded submissions. Various file types can be submitted for teacher feedback.

QUIZZES

Quizzes can be graded or set up as surveys or practice. Be sure to read the quiz directions to find out how many attempts are possible and other possible quiz features.

A dark blue square containing the word "Quiz" in white, sans-serif font.A dark blue square containing the word "Discussion" in white, sans-serif font.

DISCUSSIONS

Discussions allow for student feedback and collaboration, teacher settings can allow for customization of student replies and can be set to graded or ungraded.

GRADES

ASPEN

Official student grades are found in Aspen.

aspen.knoxschools.org

Follett Aspen[™]

VIEWING ASSIGNMENT FEEDBACK

Canvas teacher feedback and assignment specific grades can be found under “Grades.” Students can reply to teacher feedback by submitting a comment.



HAVE MORE QUESTIONS?



- **Contact the teacher for your course**
- **Use Help icon to access:**
 - **Canvas Help Guides**
 - **Welcome Tour**

