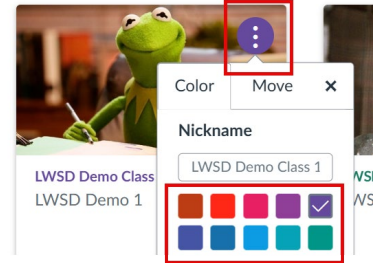
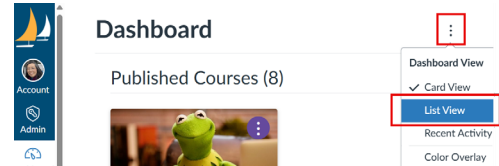
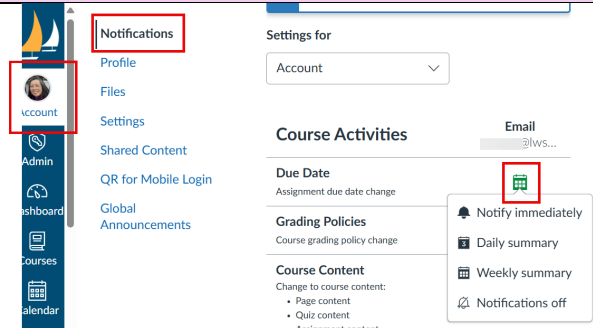


CUSTOMIZE YOUR DASHBOARD

☐ Change course colors.	- On your Dashboard, click the 3 vertical dots on one of your course cards. - Select the color of your choice, then click Apply.	
☐ Find the Dashboard List View – you may want to switch to this to see a list of assignments due for all classes.	- Click the 3 vertical dots next to the word Dashboard at the top of your screen. - Select List View.	

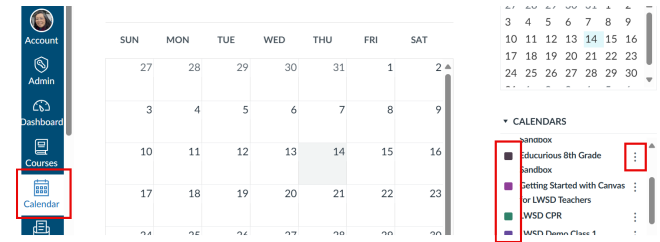
SET ACCOUNT NOTIFICATIONS

☐ Due Date: Daily ☐ Course Content: Daily ☐ Announcements: Daily ☐ Grading: Daily ☐ All others: OFF	- Click Account, then click Notifications. - For each course activity, click the icon on the same line and select the appropriate notification setting.	
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CHECK YOUR CALENDAR

☐ Make sure the boxes next to each course name on the right side of the calendar have a color. (De-selecting the color will make the course assignments disappear from your calendar.)

1. Click **Calendar**.
2. Look for the colored boxes next to each course name in the right column.



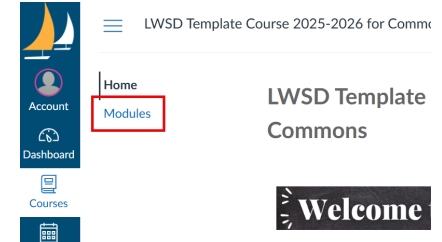
☐ Optional: Adjust course colors as needed.

1. Click the 3 dots next to a course name, select a color, and click **Apply**.

FIND ASSIGNMENTS

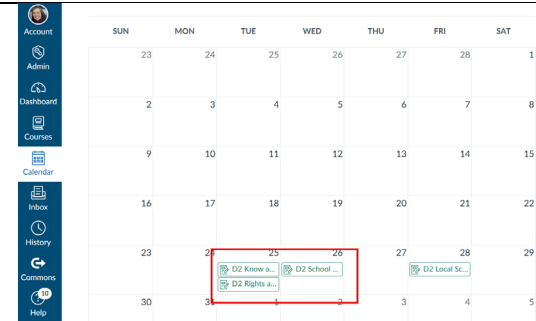
☐ Click **Modules** when you are in a course. This is where you can find assignments.

1. Click on any course tile or name from the Dashboard. Then, click **Modules**.



☐ You can also find some assignments in the Calendar and Dashboard List View.

1. Click on the name of any assignment for more information.



OPTIONAL: CANVAS STUDENT APP

☐ If you have a cell phone, download the **Canvas Student App** and manage notifications for the app.

