

Canvas Expectations 2025-2026

Standard Homepage

- Name
- Subject Area
- Conference & Tutorial Times
- Contact Information: Phone Number (can be school number)
- Email address
- Skyward Image with link to Skyward login page
- The district template may not be changed. Style and layout should be kept as is.

Standard Navigation (In the order listed below)

- Home
- Announcements
- Modules
 - Quizzes & Discussions should be hidden. All content should be found in Modules.
 - LockDown Browser, WeVideo, Nearpod, Canva, and Discovery Education are okay to have visible so teachers can use the integration in Canvas.

Modules

- Course Information
 - Include links to online textbook/ClassLink if applicable.
 - Always at the top of module list
- Units of Study/Weekly
 - Contains all materials, activities, & online assignments relating to the unit/week; along with an agenda
 - Current unit/week at the top, just under Course Info.

Assignments and Quizzes

- If a student is expected to turn something in, the parents/students should see it on the calendar.
- All assignments and quizzes (digital, paper, other) are created as assignments or quizzes in Canvas with a due date so that they appear consistently on the calendar.

Calendar

- All assignments, quizzes, and discussions must include a due date so they appear on the calendar.
- Calendar Events should be used to indicate non-assignment events (picture day, forms due, etc.) as well as “on paper” tests and quizzes

Canvas Assignments Expectations: FAQ

Why are we doing it this way?

- The assignment expectations were developed based on feedback from parents, teachers, and administrators in order to provide a consistent experience across courses and campuses.

What if work is done entirely in class or spur of the moment?

- This type of work does not have to be entered into Canvas. In general, the goal is to have work that students will be turning in the next day (or in the next few days) appear on the calendar.

What if it's on the calendar but I end up not taking a grade?

- Communicate to parents that Canvas is not a complete picture of their child's work/grades. While an assignment might be on Canvas because students are expected to turn it in, it might not always result in a Skyward grade.

Where should my agenda go?

- If you use some type of agenda, it should be added to the module for that unit (not on the calendar as an event). Options for an agenda format could include a content page, Google Slide or Doc, PDF, etc.

Do I have to use an agenda?

- No, you do not have to use an agenda unless it is required by your campus administration.

How do I classify submission types on an assignment?

- *If the student is submitting the assignment via Canvas*, select the online submission type that they will need for the assignment.
- *If the student is submitting the assignment on paper*, you must select "On Paper" as the submission type. This keeps the assignment from showing up as 'Missing' for the student and parent observer.

What if my assignment is basically the same each day?

- Canvas gives the option to duplicate assignments ([directions](#)). By duplicating assignments, you can create one assignment and copy from it. Once the assignment is copied, you can make edits to reflect the new day or any other changes that need to be made.

I'm concerned that the students will be overloaded by the calendar.

- The calendar may include many assignments, but it will allow students to find those assignments in one place.
- It is easy for students to filter their calendar to only show certain courses and/or dates.

Assignments post to the calendar in Canvas on the DUE date, not the date assigned.

- Teachers have the option to set “Availability dates” on assignments to indicate when it was assigned.
 - For example - Ms. Dragon creates an assignment that’s due on Wednesday, Sept. 6th. She sets an “Available From” date as Friday, Sept. 1st because that’s the day she assigned the work.
 - This terminology is fairly consistent across all LMSs because of the nature of graded activities in an online environment.
 - Consider planning a discussion of Canvas terminology with students (as appropriate for the grade level).
 - Students and parents should be encouraged to look at the "Agenda" view of the calendar, where all assignments and calendar events can be viewed in a list, by date.

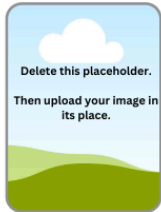
What if my students are turning in multiple assignments the next day?

- According to the Grading Guidelines, “to the extent possible, assignments should be made with consideration given to a student’s total schedule and should be coordinated across subject areas at each school to avoid overloading students at any particular time. Assigning more than 30 minutes of homework per academic level course on a typical night should be avoided or scheduled several days in advance.”





District Template:



Teacher Information

Teacher's Name	Contact Information	Tutorials	Conference
 <p>Delete this placeholder. Then upload your image in its place.</p>	Phone: 817-949-XXXX email@southlakecarroll.edu	Monday 3:00pm-4:00pm Wednesday 3:00pm-4:00pm	2nd Period (A-Day) 9:00am - 10:30am

Quick Links

 MODULES	 SKYWARD GRADEBOOK	CLASSLINK 	TECHHELP 
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