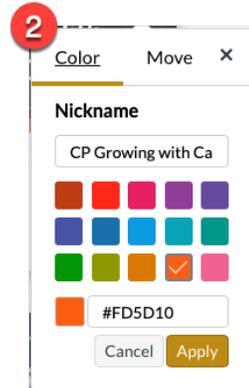
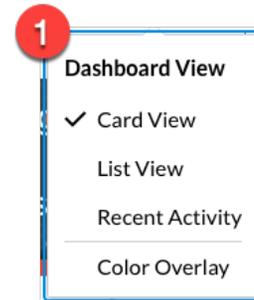


# Canvas QuickGuide



The Cal Maritime Canvas LMS allows faculty to provide online course materials, record feedback, collect assignments, provide quizzes, hold discussions, share grades, and so much more.

**Dashboard View:** In Canvas, go to the **Global Navigation > Help** button to access **Guides, 24/7 Hotline & Chat**. If you would like help from the Academic Technology team and their Instructional Designer, please email [atssupport@csum.edu](mailto:atssupport@csum.edu).



The screenshot shows the Canvas LMS dashboard interface. A vertical sidebar on the left contains navigation icons for Account, Admin, Dashboard, Courses, Calendar, Inbox, History, and Commons. The 'Help' icon at the bottom of the sidebar is highlighted with a red box and labeled 'Help Button'. The main content area is titled 'Dashboard' and is divided into sections: 'Published Courses (0)' with 'No courses to display', and 'Unpublished Courses (1)'. A 'Course Card' for 'Test Course' is visible, with a 'Publish' button and a three-dot 'Options Icon' in the top right corner. A 'Side Bar' on the right contains a 'Coming Up' section with 'Nothing for the next week' and buttons for 'Start a New Course' and 'View Grades'. A red box labeled 'Side Bar' encompasses the right-hand side of the dashboard. At the bottom of the page, there is a footer with 'INSTRUCTURE' and links for 'Privacy Policy', 'Acceptable Use Policy', 'Facebook', and 'Twitter'.

# Canvas QuickGuide



**Course View:** The **Guides** are always available from any page. While in your course, you will have access to the course navigation, breadcrumbs, options, tools and much more. Click on the **Course Navigation** items to access those resources. Once on the item, you can edit or create new items.

The **Side Bar** is available on the **Home** page. After you have added Assignments with due dates, the **Coming Up** will display the calendar items.

Click on the **Student View**, to review your course as your student would.

**Module View:** The **Modules** allow you to organize the order of your content. Students click on “next” buttons to navigate through a module.

You can unpublish or publish individual items in your Modules, move them by click and drag, or duplicate.

This screenshot shows the Canvas Course Home page for 'Cal Maritime Template'. The interface includes a top navigation bar with '63 Student View' and 'Imm' options. A left sidebar contains icons for Account, Admin, Dashboard, Courses, Calendar, Inbox, History, Commons, and Help. A central menu lists items like Home, Announcements, Syllabus, Modules, Discussions, Assignments, Grades, Rubrics, People, Collaborations, Quizzes, Files, Pages, Outcomes, and Settings. The main content area features a header '[Place Your Course Title Here]' with a bridge image, a 'Welcome!' message, an 'Instructor Note', and a 'Navigation Tip'. On the right, a 'Course Status' panel shows 'Unpublished' and 'Publish' buttons, along with options for content import and course setup. A 'Coming Up' section at the bottom right shows a calendar icon and the text 'Nothing for the next week'. A 'Quick Access Links' bar is at the bottom, and a 'Support Articles' icon is in the bottom right corner.

This screenshot shows the Canvas Course Modules page for 'Cal Maritime Template'. The breadcrumb trail is 'Cal Maritime Template > Modules'. The page has '63 Student View' and 'Collapse All' buttons. A '+ Module' button is in the top right. The module list includes 'Teachers Module | Do Not Publish', 'Canvas: Overview and Resources', and 'Welcome to Class: Your Journey Begins Here!'. The 'Welcome to Class' module is expanded to show items: 'Class Overview', 'Instructor Information', 'Class Resources', and 'Class Question Board'. Each item has a 'Drag Handle' (three vertical lines) on the left and an 'Options Icon' (three vertical lines) on the right. A 'Published Icon' (green checkmark) is visible next to 'Class Resources'. A '+ Add Item' button is in the top right of the module list. A 'Support Articles' icon is in the bottom right corner.