Canvas Course Design Recommendations

1. Indicate to students how to get started in the course when they open your course for the first time. This is accomplished by creating a welcome page in canvas that can be set up as your Home Page.
2. Many Lectures are currently displayed in **.SWF** format. If you have the original PowerPoint files, it is best to reprocess them to make sure they will play both on PC's and mobile devices. If you do not have the original PowerPoint files, you will eventually have to re-create and re-record those lectures.
3. Participate in online discussions, especially during introductions to help build a sense of community
4. Provide feedback on assignments and discussions. This is done in Canvas via the **SpeedGrader**TM
5. Use The Syllabus section in Canvas to upload your syllabus in PDF format. Every time you create an assignment, discussion, quiz or test, Canvas will automatically add a link to that assignment under your Syllabus.
6. Be consistent with course content organization. For example, if the content item that will hold your lectures will be titled "Lectures", do not use other titles like "PowerPoints", "PowerPoints with Audio", etc. In Canvas, it is best to use wording such as "**Module 1 Lecture**", "**Unit 1 Lecture**", etc. This will keep your content organized and facilitate course navigation for students.
7. Use rubrics for grading. Using the rubrics tool in canvas will help you grade content more efficiently, and will help you provide feedback to students.
8. Use font types, colors, and text sizes consistently throughout your course. Avoid font colors that may be distracting or hard to read for students.
9. Add Instructions for quizzes and tests.
10. Avoid using text on images to provide instructions. Avoid turning a PowerPoint slide with important information into an image. Images with text used for decorative purposes are okay. For example, course and unit banners.
11. Hide items from your course navigation in Canvas that may cause confusion for students. Your course navigation should have the following items visible to students:

    Course Home

    Syllabus

    Announcements

    Modules

    Grades

    People

    You can show or hide your course navigation buttons under **Settings** > **Navigation.**

12. Contact CTE at **cte@clarksoncollege.edu** if you need help organizing your courses.