If you are trying to get up-and-running with your @CanvasLMS course, here is the giant checklist of skills I have posted before: https://infograph.venngage.com/pl/dlOuGmmKOSQ #PowerUp #TrainerTips #onlinelearning #Canvaslms

POWERING UP YOUR CANVAS COURSE

Canvas course checklist

Don't miss a single thing while building your course.

• Level 1 Skills •

- ☐ Update profile
- ☐ Add biography
- ☐ Set notification preferences
- ☐ Name your course
- ☐ Customize course list
- ☐ Clean up navigation
- ☐ Customize course card
- ☐ Build in a master course
- ☐ Add a syllabus
- ☐ Use the calendar
- ☐ Create a homepage

- ☐ Use modules
- ☐ Add an assignment
- ☐ Add a discussion
- ☐ Add requirements
- ☐ Add prerequisites
- ☐ Annotate in speedgrader
- ☐ Add a quiz
- ☐ Know the quiz options
- ☐ Utilize the gradebook
- ☐ Add videos
- ☐ Add files

- ☐ Use student view
- ☐ Check the Commons
- ☐ Rename course sections
- ☐ Import course content
- ☐ Use the scheduler
- ☐ Use announcements
- ☐ Send a message
- ☐ Publish your course
- ☐ Use the Canvas Teacher App
- ☐ Use the Canvas Guides
- ☐ Crosslist Your Courses

Level 2 skills

- ☐ Add a file in a page
- ☐ Create a hyperlink
- ☐ Use Auto-Inline preview
- ☐ Enable attachments
- ☐ Use a file upload question
- ☐ Import ExamView quizzes
- ☐ Use collaborations
- ☐ Create a rubric

- ☐ Add a course end date
- ☐ Provide media feedback
- ☐ Use question banks
- ☐ Subscribe to the calendar
- ☐ Set a default grade
- ☐ Filter the gradebook
- ☐ Pin a discussion
- ☐ Set the liking option

- ☐ Moderate a quiz
- ☐ Delay discussion posts
- ☐ Curve grades
- ☐ Sort assignments
- ☐ Add a recurring event
- ☐ Use undelete
- ☐ View page history
- ☐ Use CTRL+K

level 3 skills

- ☐ Use conferences
- ☐ Embed using iFrame
- ☐ Use ThingLink
- ☐ Use the style guides
- ☐ Try mastery paths
- ☐ Use the redirect app

- ☐ Add a FlipGrid
- ☐ Use PowToon and embed
- ☐ Mass delete events
- ☐ Use quiz statistics
- ☐ Weight your assignment

- ☐ Add your own apps
- ☐ Export grades
- ☐ Use Peer Review
- ☐ Print a quiz
- ☐ Add sound to pages