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**9**

# Nine ideas for...

## making the most of Canvas

**Instructure Canvas** is a learning management system loaded with features to make teaching, tracking and reporting fast and easy.

- 1 PUT A FACE WITH YOUR NAME.**  
Uploading your photo will help students remember there's a human behind the site.
- 2 CUSTOMIZE NOTIFICATIONS SETTINGS.**  
Get information the way you want it--you can even set up Canvas to send texts to your mobile!
- 3 USE THE CALENDAR VIEW.**  
Add assignment due dates and events, and make changes easily with the drag-and-drop feature.
- 4 FIND WHAT YOU NEED QUICKLY WITH CUSTOM DROP-DOWN MENUS.**  
Canvas offers options for displaying courses you're teaching and developing.
- 5 CONTROL THAT INBOX.**  
Star important messages and use filters to view your inbox by course or starred emails.
- 6 NUDGE STUDENTS ABOUT ASSIGNMENTS.**  
Message students about missing assignments straight from the gradebook using the drop-down menu from the assignment title.
- 7 SEE WHAT STUDENTS SEE.**  
Check out your course via Student View (the button is in Course Settings).
- 8 CROSS-REFERENCE OUTCOMES WITH STATE STANDARDS.**  
State standards are pre-loaded into Canvas to make it easy for you.
- 9 TAP INTO RUBRICS.**  
Use Canvas' built-in rubric tool to show the connection between the assignment and state standards.

UEN offers a wide range of ed-tech classes for educators, online and in-person, plus Faculty Lounge webinars. Learn more at [www.uen.org/development/](http://www.uen.org/development/).