Canvas Training Information

This memo, originally prepared by Professor Ronald Colombo, Professor of Law and Associate Dean for Distance Education, provides an exhaustive list of resources to help you familiarize yourself with Canvas – the learning management system ("LMS") used by Hofstra University.
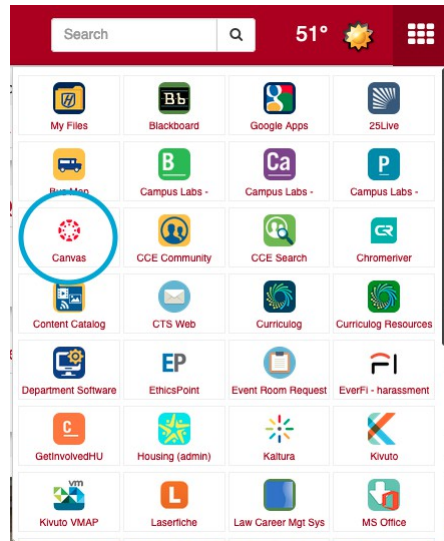
On-Demand Canvas Instructional Course

A lengthy but well-done course on Canvas is available via the Hofstra Portal as follows:

1. Click on the "My Apps" icon in the upper right-hand corner

2. Select the "Canvas" app

3. Your Canvas "Dashboard" should appear. Under "Published Courses," you should see a course box entitled "Growing With Canvas." Clicking on this course opens it up.
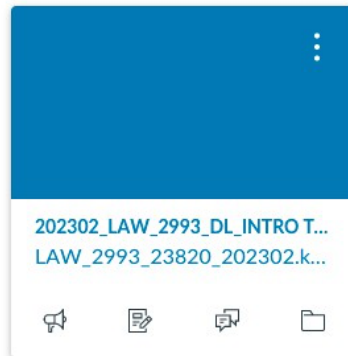
Dashboard

Published Courses (2)

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Growing with Canvas at Hofstra
Growing with Canvas at Hofstra

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History

The "Growing with Canvas" course has six modules: Introduction, Planting, Nurturing, Sprouting, Flowering, Harvesting. Although not all will be applicable to every faculty member, it is probably better to go through the entire course, skimming or skipping material that you recognize as irrelevant, so that you understand the LMS's various functionalities.

At times the course will require you to submit an assignment in order to continue. This requirement can be satisfied by entering a one-word response in the supplied text-entry box.

À la carte training and resources

Canvas has a comprehensive and well-organized instructor guide available here:

https://community.canvaslms.com/t5/Instructor-Guide/tkb-p/Instructor

The Instructor Guide provides clear, illustrated, step-by-step instructions for pretty much anything and everything you can do within Canvas.

Live Support Options

Within your Canvas Dashboard, on the left-hand side of the screen, you'll see a "Help" icon. This pulls up other help resources, including Chat options (exclusive for faculty versus students), and a telephone hotline (1-877-241-4253). Each are active 24/7.