Communication, Canvas and You

Explore the Canvas communication tools. Learn how to use them to stay sharp throughout the term and develop positive and professional relationships with instructors and peers.

DISCUSSION BOARDS

Public communication/interaction open to all registered students at a course. May be used for general communication threads or for assignment completion.

WHERE

Course Navigation ➔ Discussions

STRATEGIES FOR SUCCESS

- Read ALL instructions before posting or replying.
- Take notes on major concepts and examples being discussed.
- Only share information you're comfortable sharing with the entire class.

ASSIGNMENT COMMENTS

Private communication between you and the instructor. Comments are assignment-specific. Each new assignment will have a new comment link.

WHERE

Course Navigation ➔ Grades ➔ Comment

STRATEGIES FOR SUCCESS

- Review ALL instructor comments.
- Reply to your instructor's comments (you might request feedback or clarify concepts).
- Use comments to identify strengths and areas for improvements.

CONVERSATIONS

Private communication about assignments or the course. Can be between individuals or groups. System and logic will be similar to email.

WHERE

Global Navigation ➔ Inbox ➔ Compose a New Message

STRATEGIES FOR SUCCESS

- Keep in mind your audience and the professional setting when communicating.
- Provide enough information for the person to be able to respond.
- Be proactive: message early so you have time to use the information you receive in reply.

Visit our Learning Corner or the Canvas Site for more resources.