



[Tim Roufs](#), Brisbane, Australia, 2017

Using the **Canvas Syllabus and Calendar**

Available on-line in your



canvas folder at

<<http://canvas.umn.edu/>>

[Syllabus](#)



= leave page

AVISO!

**One of the main complaints regarding Canvas
is that it is difficult to find assignments.**

**Right now, before you do anything else,
do this to fix that problem . . .**

Go to the "Calendar" Section
(using the Global Navigation Panel)
in your  canvas folder
@ <http://canvas.umn.edu/>  . . .



REM: Links on screenshots are not “hot” (active), but when you are looking at items in your Canvas folder you can generally click on them to take you to the item . . .

REM: Ignore the little messages that say “due 8:01”, “due 1:01”, etc.
Those are a current quirk of the Canvas automatic systems.

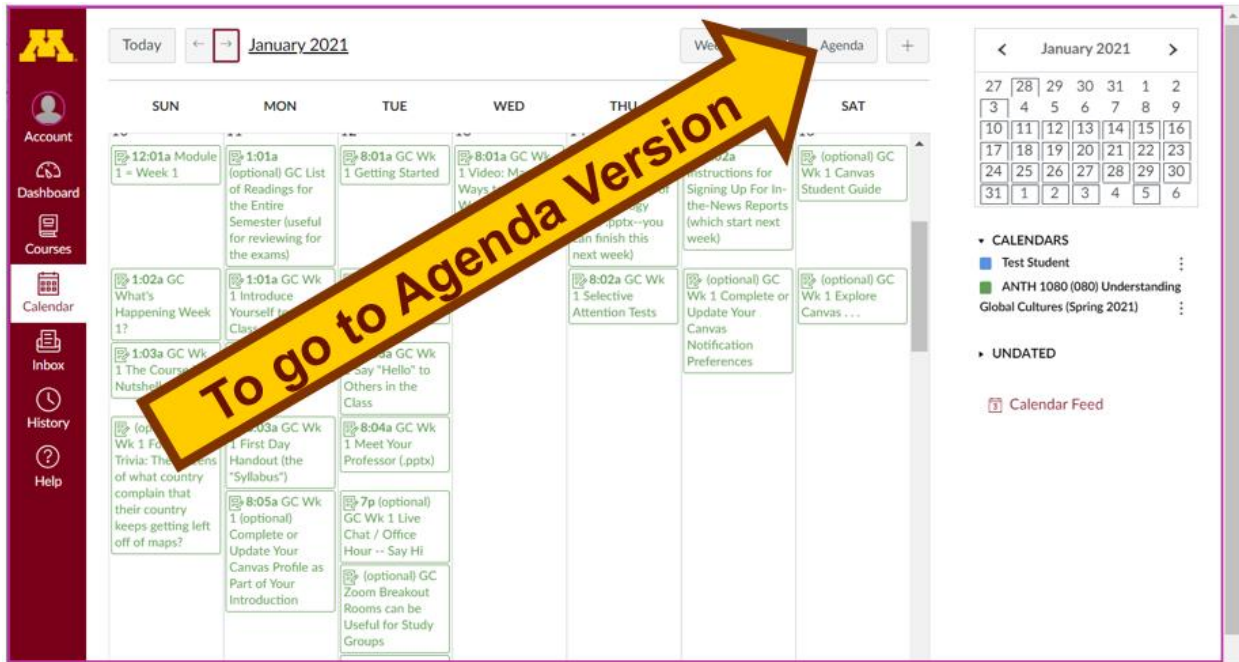
**And your Canvas calendar will look like the
screenshot below . . .**

The screenshot shows the Canvas Calendar interface for January 2021. The top navigation bar includes 'Today', navigation arrows, the month 'January 2021', and view options (Week, Month, Agenda). The main area displays a grid of assignments for each day of the week. A yellow callout box on the right says 'all hot button clickable in your Canvas folder...'. A red banner at the bottom says 'All of your assignments are laid out nice and neatly here...'.

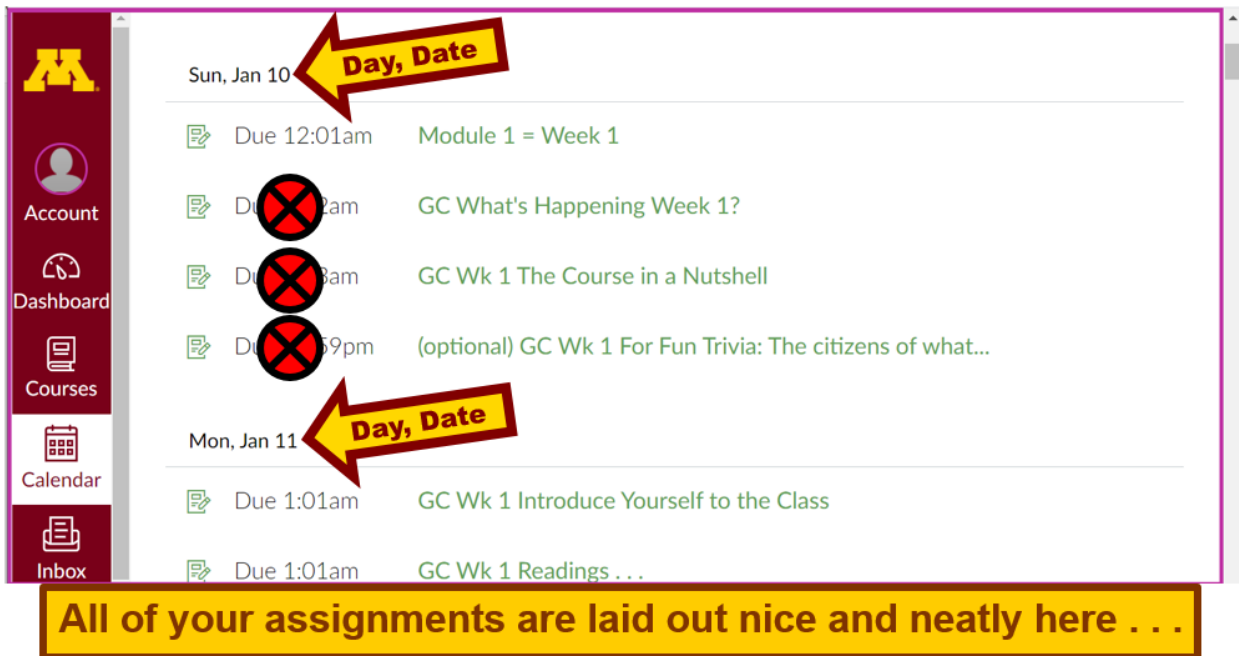
**When you get to the "Calendar" page,
check out your options . . .**

**Then select "Agenda" at the top
(shown on the following screenshot) . . .**

**Clicking on "Agenda" will give you
a notebook style listings view . . .**



And the Agenda version will look like this . . .



REM: Ignore the little messages that say “due 8:01”, “due 1:01”, etc.

Sun, Jan 10

- Due 10:01am Module 1 = Week 1
- Due 10:02am GC What's Happening...
- Due 10:03am ... in a Nutshell
- Due 10:09pm (optional) GC Wk 1 For Fun Trivia: The citizens of what...

Mon, Jan 11

- Due 10:01am GC Wk 1 Introduce Yourself to the Class
- Due 10:02am GC Wk 1 Readings ...

ignore these due dates

All of your assignments are laid out nice and neatly here ...

**Then try the “Syllabus” version
and see if you like it . . .**

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s2021 Welcome

or choose the Syllabus version

The Syllabus version will look like this . . .



Day, Date

Sun Jan 10, 2021

GC Wk 1 The Course in a Nutshell

due by 11:59am

(optional) GC Wk 1 For Fun Trivia: The citizens of what country complain that their country keeps getting left off of maps?

due by 11:59pm

(optional) GC List of Readings for the Entire Semester (useful for reviewing for the exams)

due by 11:01am

GC Wk 1 Introduce Yourself to the Class

due by 11:01am

Mon Jan 11, 2021

GC Wk 1 Readings . . .

due by 11:01am

GC Wk 1 First Day Handout (the "Syllabus")

due by 11:03am

GC Wk 1 (optional) Complete or Update Your Canvas Profile as Part of Your Introduction

due by 8:05am

All of your assignments are laid out nice and neatly here . . .

VOILA!

Now what about due dates?

They're summarized here for the main items . . .

[ANTH 1080 Global Cultures Main Assignments Due Dates](#)

For further information and hot links see your  canvas folder.

REM: The Canvas Student Guide / Overview / Tour can be very helpful.

Student Guide -- written guides with step-by-step instructions for Canvas tools 

Canvas Student Overview (6:47 min) 

If you have any questions, please do not hesitate to e-mail troufs@d.umn.edu .

Best Regards,

Tim Roufs
27 December 2020