Setting up a Canvas course page
Log in to mycuinfo.Colorado.edu with your identikey
Logging in to mycuinfo takes you to this page

The Accommodate system has replaced the functionality of displaying student accessibility needs in the class roster. You can access Accommodate here. Please contact dsinfo@colorado.edu if you have any questions about Accommodate.

### FACULTY TOOLKIT

Term: Fall 2023

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### Course Information: Fall 2023

<table>
<thead>
<tr>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Room</th>
<th>Rosters</th>
<th>Email Class</th>
<th>Final Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intro to Geological Faculty GEOL-5101-001</td>
<td>F</td>
<td>10:10 AM - 11:00 AM</td>
<td>BESC 265</td>
<td>CLASS ROSTER</td>
<td></td>
<td>TBD</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PHOTO ROSTER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Seminar in Geophysics GEOL-6650-002</td>
<td>M</td>
<td>04:00 PM - 04:50 PM</td>
<td>BESC 440E</td>
<td>CLASS ROSTER</td>
<td></td>
<td>TBD</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>PHOTO ROSTER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Master's Candidate for Degree GEOL-6940-97</td>
<td>TBA</td>
<td>-</td>
<td></td>
<td>No Students Enrolled</td>
<td></td>
<td>TBD</td>
</tr>
</tbody>
</table>
This shows your classes

<table>
<thead>
<tr>
<th>Course Information: Fall 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course</strong></td>
</tr>
</tbody>
</table>
| Intro to Geological Faculty I  
GEOL-5101-001 | F | 10:10 AM - 11:00 AM | BESC 265 | CLASS ROSTER | PHOTO ROSTER | TBD |
| Seminar in Geophysics  
GEOL-6650-002 | M | 04:00 PM - 04:50 PM | BESC 440E | CLASS ROSTER | PHOTO ROSTER | TBD |
| Master's Candidate for Degree  
GEOL-6940-9 | TBA | - | | No Students Enrolled | - | TBD |
Click here to see your class roster
Click here to email your class
Click on your class name to get to more info
And to start a Canvas page
This is the page you get when clicking on the class name on the previous page.

FACULTY TOOLKIT

Term: Fall 2023

My Courses  Course Tools

Course Tools: Fall 2023

Courses: GEOL-5101-001

GEOL-5101-001: Intro to Geological Faculty I

Students enrolled: 13
Students withdrawn: 0
Students wait-listed: 0
Enrollment limit: 20
Type: Seminar
Location(s): BESC 265 View Campus Map

Other Instructors: none

Description: Welcomes and introduces all new graduate students to the Department of Geological Sciences. Faculty discuss their research and their academic trajectories. The week's geology colloquium is discussed. Tutorials from staff introduce how the university works, what funding opportunities exist, and how and when to apply for such funding.

COURSE SPECIFIC TOOLS

- Add/Edit Course URL
- Create/Modify Online Course
- View Library Course Reserves
- View Course Accommodations
- Email the Class (opens email)

GENERAL TOOLS

- Request Media Key
- Request CUClicker receiver

ROSTERS

- Print-friendly Class Roster
- Print-friendly Photo Roster
- Download CUClicker Roster
- Download Excel-friendly Class Roster

Web Grading: available in the Faculty Center

Go to Web Grading
Click ‘Create/Modify Online Course’ to set up a Canvas page
Clicking on ‘Create/Modify Online Course’ on the previous page takes you to this page. Set the date you want your Canvas page to start.

You are creating an online learning environment for the following course:

**Course:**
GEOL 5101-001  
Fall 2023

**Canvas Title**
GEOL 5101-001: Intro to Geological Faculty I

**Canvas Start Date**: 08/26/2023  
**Canvas End Date**: 01/10/2024

[Continue]
Online learning environment created. Please review the course details below.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Term</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOL 5101-001</td>
<td>GEOL 5101-001: Intro to Geological Faculty I</td>
<td>Fall 2023</td>
<td>08/27/2023</td>
<td>01/10/2024</td>
</tr>
</tbody>
</table>

Need to combine courses?
Click Request Changes to combine additional courses, enroll Teachers or TAs who are not on the official roster, or make other changes.
This is what Canvas looks like. Your new Canvas page will be under ‘Unpublished classes’ since you haven’t published it yet.
When I click on the course name it takes me to the Canvas page.
Now you can start editing and adding content to your Canvas page.
Go to ‘Announcements’ to add a welcoming announcement to the class
Welcome to GEOL 5101 - Introduction to Geological Sciences Faculty!

Welcome to GEOL 5101 - Introduction to Geological Sciences Faculty! (also known as 'Parade of Professors')

Our first class will be Friday September 1 at 10 am in Benson Room 265.

Good luck with your first week of classes, and see you on Friday!

Anne Sheehan

The content of this announcement will not be visible to users until Aug 27 at 5pm
Don’t forget to publish your class so your students can see it (just have to do this once at the beginning of the semester)
Some of the main Canvas items I use are Announcements, Grades, Files, Syllabus, and Modules. The Files I usually keep hidden, the other items I make visible to students by clicking the eyeball.
Good luck!