

CANVAS TOP TIPS

4

Creating a Rubric

Using a Rubric when grading your students' Assignments is an easy way to grade efficiently and communicate your feedback clearly. To add a Rubric:



- In your Course Navigation menu on the left, find **Outcomes**
- In the top right corner, click **Manage Rubrics**
- You can edit old Rubrics, or create a new one using the **+Rubric** button in the top right corner
- Add your title, criteria and point values
- Add the Rubric to a saved Assignment by going to the Assignment, clicking on the title, and then clicking the **+Rubric** button at the bottom.

Accessibility Checker

This is an easy way to make sure all your Canvas content is easy for everyone to use, including students with disabilities.

- When in the **Rich Content Editor**, check for an icon that looks like this:
- This will bring up a control panel on the right side of the screen that will make suggestions about how to make your content more accessible
- The **Accessibility Checker** lets you make fixes then and there—no specialist knowledge required!



Check for Available External Apps

When an app is approved for use within Canvas at QUB, you can easily add that app to your Canvas.



- In any course, go into course settings
- At the top of the page, find the **Apps** tab
- Browse all available apps. Currently on offer: Office 365, Turn it In, Twitter, Vimeo, Youtube and Wikipedia
- Click on the app you want and then press **+Add App**.

Add Links like a Pro

When adding links using the Rich Content Editor, you can use a special command to name your link and set it to open in a new tab.

- In the **Rich Content Editor**, hold the Control key and press K (command+K on a mac)
- Paste in the URL you want to link to in the first field
- Give the link a useful name in the **Text to Display** field—this is what students will see when they come across the link
- Give the link a title, if relevant
- Set the target drop-down to **New Window** and it will open the link in a new tab for the student while keeping them in the Canvas course.



Take Canvas Anywhere

Did you know that your course is available through the Canvas app? You can download the Canvas Teacher app for iOS and Android.



- Open your **App Store** or **Google Play Store**
- Search for Canvas
- Download the app with the yellow Canvas logo, called **Canvas Teacher**
- Sign in with your usual QUB credentials
- Now you can access your Canvas course on the go!