# MISSISSIPPI STATE UNIVERSITY™ ONLINE

# *How To*
# Set Up A Canvas Course
### *A Crash Course Series*

Setting up a Canvas course doesn't have to be a daunting task. Use this check sheet and resources to assist you as you make the transition to the online platform.

## Before you publish your course, have you....

☐ Set up your Canvas Notifications

☐ Familiarized yourself with how to communicate with students

☐ Decided to have a synchronous or asynchronous class style

☐ Used Studio to upload or record course lecture videos

☐ Set up your course navigation or menu

☐ Developed your modules (at least for next week)

☐ Created pages to disseminate information using your OneDrive, Google Drive, File upload or Rich Content Editor

☐ Created Assignments for students to submit work

☐ Added Quizzes or Exams you expect students to complete with the module

☐ Created a Discussion board for students as it relates to the module or a general board to ask questions in

☐ Familiarized yourself with the gradebook and how to use it

☐ Added your syllabus to the course

✓ *Publish!*