

IMMS Canvas Expectations 25-26

Commitment/Expectation: IMMS will use Canvas as a learning management system in all classes 6-12 to maintain consistency and provide access to materials.

Objective: IMMS shall offer support at the start of the year to facilitate set-up and share ideas of organization.

- Drop-in sessions during welcome back

Why?

1. Canvas is a helpful tool used for teachers/students/families
 - a. Teachers: Tool to keep track of and make adjustments to your *daily* content delivery (note: if you are working on the exact same project for a few days and there are no additional resources to add, you can do a date range for one week at a time)
 - b. Students: Tool to go to each day to get clarification/info/resources on what learning was accomplished during class and what are their next steps (assignments, reading, practice)
 - c. Families: Have the ability to use this tool to log in each day to partner with their scholar on their learning (ie if a student misses school, they will be able to go to Canvas to stay caught up with learning)
2. Canvas is NOT a tool students use to track grades on assignments or assessments
3. All teachers will be consistent
4. All teachers will explicitly teach students how to navigate Canvas ([Student Guides](#))

Must DO:	May DO:
★ Landing page will be consistent school-wide ○ Landing page is IMMS' template & set as the Canvas "front page". ○ Landing page must include: contact info, course description, library button, IC button, Lunch menu button, student services button, grade level hub/task list button, modules button, calendar button, IC button, ★ Modules must be organized: ○ Current material at the TOP of the page ○ By date /week (ex: Week of September 3-7th)	★ Use symbols to identify type of work consistent at grade level (i.e. pencil=assignment, bullseye=assessment with emojis) ★ Paper Assignments not on Canvas may: - have due date on Canvas - Calendar may be used as an organizational tool ★ Staff may sync grades between Canvas and IC using ES, ME, AP, SB language. ○ Syncing Grades

▼ May 28-31
June 3/4 - MON/TUE: My Maps presentation creation
May 28 - TUE: My Country Overview/Physical Map Creation
May 29 - WED: My Country Maps- Climate
May 30 - THUR: My Country Maps- Population Map
May 31 - FRI: My Country Maps- Economic Resources and Land Use Map

★ **Assignments:**

- Must have a **due date** (not end date) for digital assignments on Canvas. This allows students to use the **"To Do" list**. (View **Calendar** to ensure this is done correctly)
- Use Canvas to **distribute** resources and digital assignments

★ **Grades:**

- **Infinite Campus** will house final grades (not Canvas)

★ **Limit "Course Navigation"** (Left-sidebar) to minimally include Modules, Home, and Assignments. ([how-to guide](#))

★ Use a **parent course** instead of separate course sections (nest all courses/sections into one; ie: [cross-listing](#)); this has been completed for you!

★ **Rename your course** with your name/content/grade level

- Ex: Vezina Science 7

★ All staff (IMMS subs, literacy coordinator (teachers, Advanced Learner Resource, admin and EAs) have access to the Canvas courses as TEACHERS

Tricks and Tips for using Canvas: (Staff Discussions)

- Putting everything we do in class on Canvas helps when students are gone as you can direct them to canvas (slides, homework, assignments, group activities, etc.)
- Encourage students to reach out to teacher if they miss (Go to Canvas)
 - We need to teach the students this expectation, we still need to check in with students when they return to see if they checked Canvas.
- The more user-friendly, the better: To Do List is really helpful
- Canvas integrates with Google for assignments! Use Submission Type: External Tool → Google Assignments (LT), and select Canvas/Speed Grader option
- Canvas syncs with IC; match Canvas ASSIGNMENT category to IC's CATEGORIES
- Speedgrader: Filter by section
- Have the rubric linked to the Assignment page
- Make sure to edit the buttons/links (Assignment buttons, etc - links on left-side).
- Add icons in front of the assessments (summative assessment/formative assessment)
- Link assignments to the calendar feature - great for helping student plan (Due dates will show up! Can be linked to Google Calendar, too.)
 - When you set up the assignment - submission options - use "paper/in-person"
 - You have to have both "submission type" (no submission/paper) and due date set. Then it will automatically populate to the "To Do" list.
 - If used, add your Pages to "To Do" list
- Consistency in how you label assignments/assessments in Canvas and IC
- College students are using Canvas at the UW Schools
- Canvas ARRE/Advisory Lessons needed: Canvas Notifications, features via Canvas' [Student Guides](#), email signatures etc.
- Give EAs & Sped Teachers access to the assignments and/or hardcopies
- Move what you are currently working on at the top - very helpful
 - Turn off (unpublish) old modules, if helpful, for organization
 - Important information can still be found on landing page

8th Grade Math



6th grade science

Week of June 3rd-6th	✓	+	⋮
Monday, June 3rd (Mystery Density Lab)	✓		⋮
Tuesday, June 4th (Mystery Density Lab)	✓		⋮
Wednesday, June 5th (EOY Work)	✓		⋮
Thursday, June 6th (Auction)	✓		⋮

Week of May 28th-31st	✓	+	⋮
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Week of May 20th-24th	✓	+	⋮
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6th grade math

Week of March 18th-22nd	✓	+	⋮
Monday, March 18th: (7.3.1/Evidence Check ELO 2-Dividing Fractions #1)	✓		⋮
Evidence Check ELO 2: Dividing Fractions #1	⊘		⋮
Assignment: RP 7.3.1 Mar 19 0 pts	✓		⋮
Tuesday, March 19th (7.3.2)	✓		⋮
Assignment: RP 7.3.2 Mar 20 0 pts	✓		⋮
Wednesday, March 20th (7.3.3)	✓		⋮
Assignment: RP 7.3.3 Mar 21 0 pts	✓		⋮
Thursday, March 21st (7.3.4 day 1)	✓		⋮
Assignment: RP 7.3.4 part 1 Mar 22 0 pts	✓		⋮
Correcting Keys for RP Unit 7	⊘		⋮