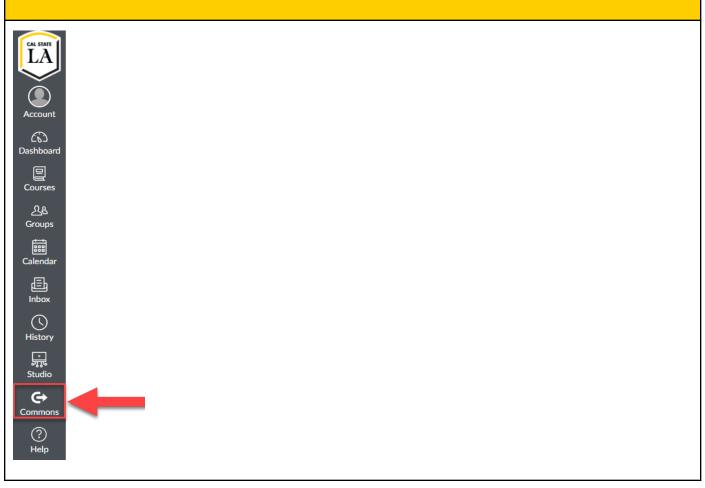


# **Canvas Course Template 2024**

#### **Access Commons**

After logging into Canvas, click the **Commons** button in your Canvas sidebar to go to the Commons dashboard.

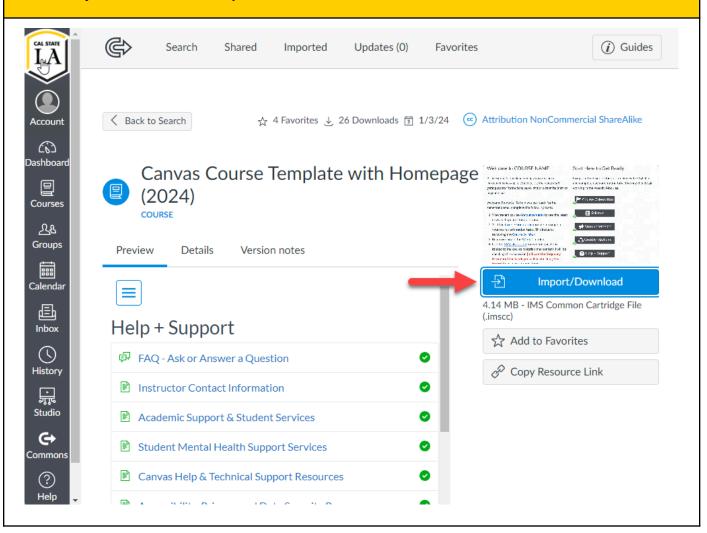


## **Search for Content**

To locate CETL's Canvas Course Template type "Canvas Course Template 2024" in the search bar (i) Guides Search Shared Imported Updates (0) Favorites Search Canvas course Template 2024 Q Most Releva 🗸 √ Filter 1 result Courses  $\mathcal{L}_{\mathcal{E}}$ Groups If the control is the description of the control is the control i Inbox U History Canvas Course Template with Homepage (2024) پېر Studio Undergraduate - Graduate CETL Tech 0 ± 26 ☆ 4 ? Help

#### **View Content**

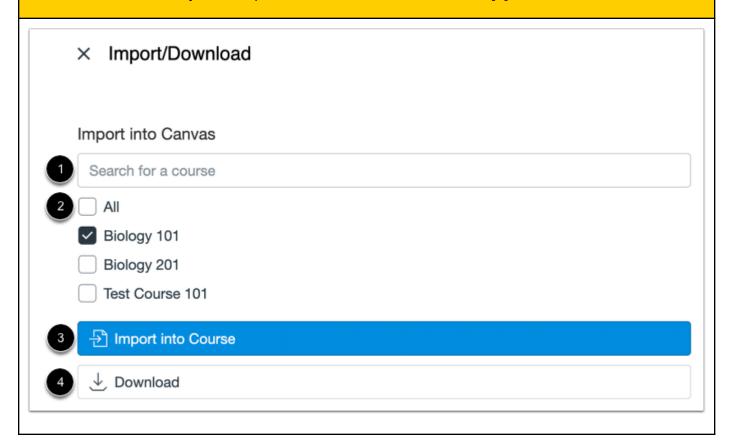
Clicking on the title will allow you to preview the content. When you are ready to add the content to your course, click **Import/Download**.



## Importing/Downloading

Search for the course(s) into which you would like to import the resource [1], or select the course(s) from the list [2]. Then, click **the Import into Course** button [3].

To download the file to your computer, click the **Download** button [4].



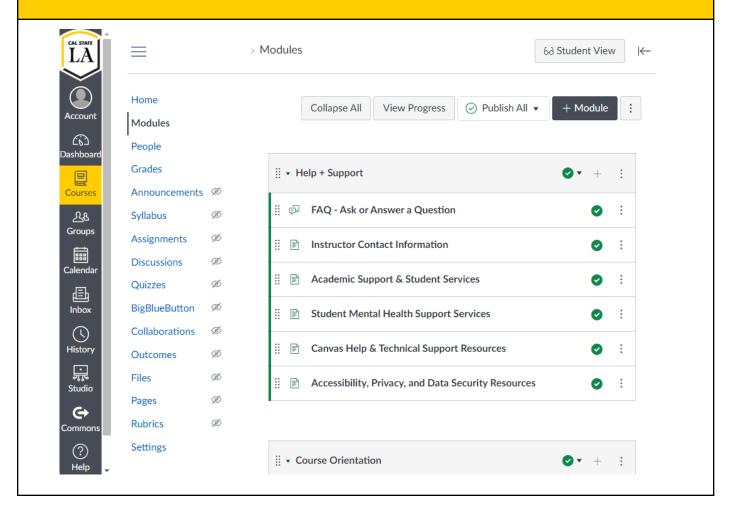
### **Import Notification**

After importing the content to your course, you will see a notification telling you that it was successful. The importing process may take a minute to view the content in your course.

You have successfully started the import! It may take a little while to see changes in your course.

## **View Imported Content in your Course**

Once the importing process has successfully concluded, proceed by accessing the specific course into which you have chosen to import the content. Upon opening the course, review the newly imported material to confirm that it has been correctly integrated and is readily accessible for use.



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For Canvas assistance, please visit our CETL Virtual Support Services page for support options