



# Canvas Student Quick Start Guide

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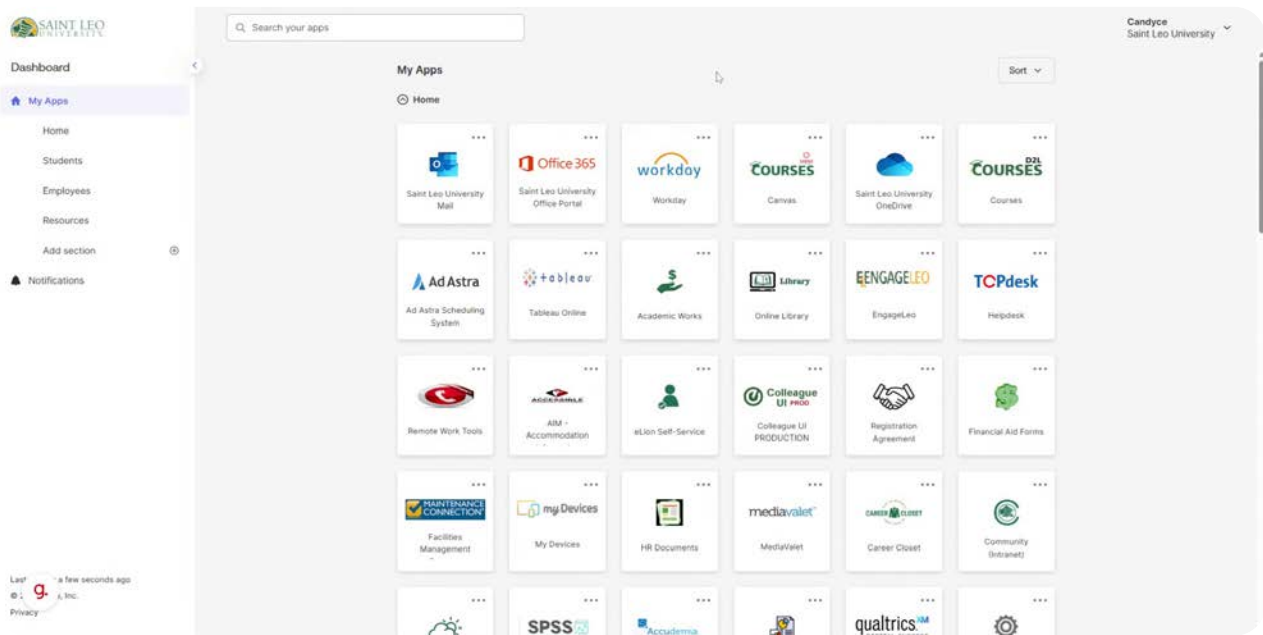
## Canvas student Quick Start Guide

This is your one stop shop to mastering your online courses. In this video, you will learn how to update your Canvas profile, manage notifications, and navigate course modules effectively.

Go to [saintleo.okta.com](https://saintleo.okta.com)

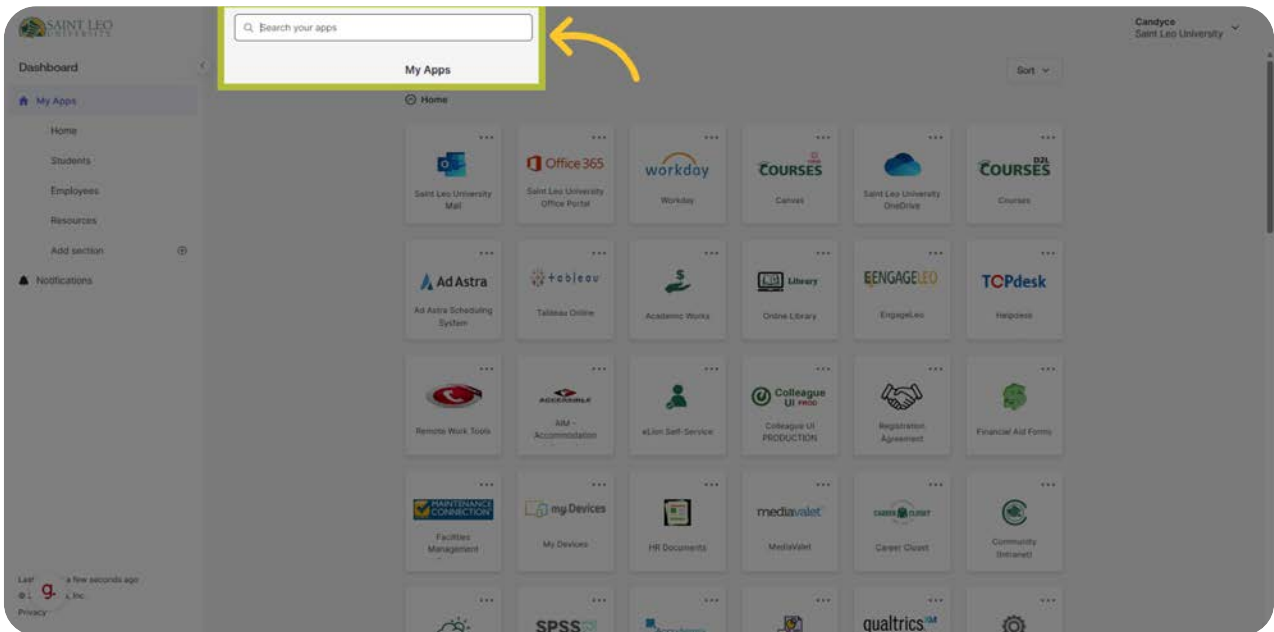
## 01 Log into Okta

First, log into your Saint Leo Okta Dashboard at <https://saintleo.okta.com/>. Here you will see various tiles.



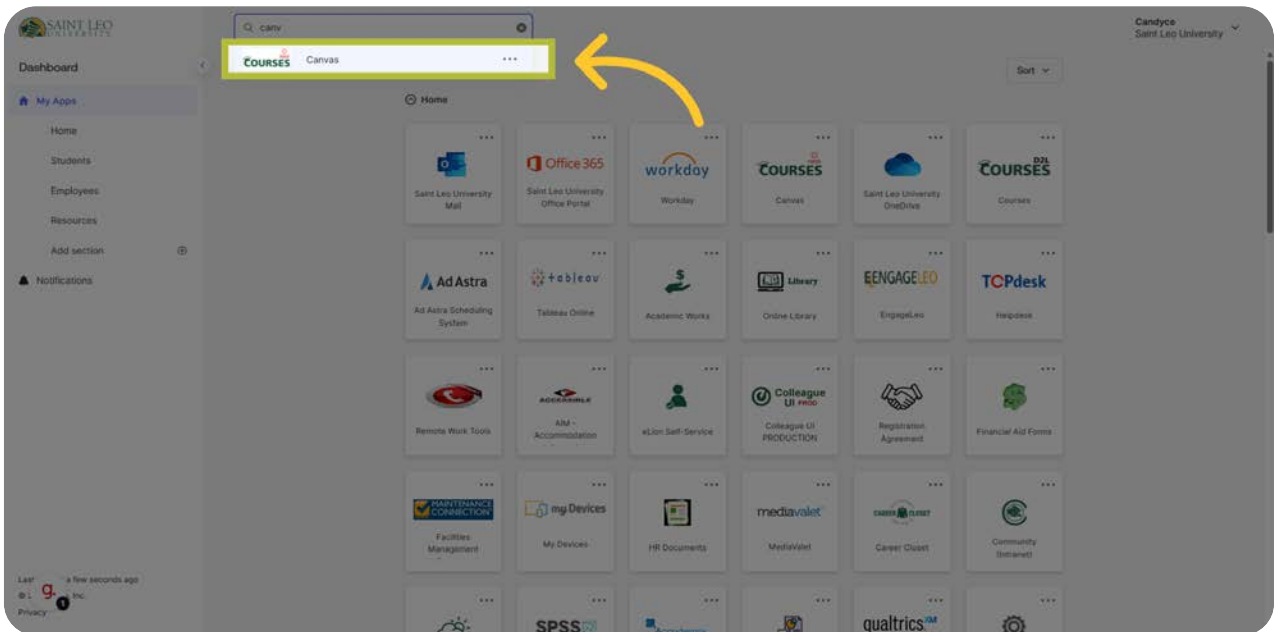
## 02 Enter Canvas Search Term

In the search bar, type in "Canvas"



### 03 Open Canvas Application

Select "Canvas" from the drop down to open the Canvas application.



## 04 Welcome to your Dashboard

You will be taken to the Canvas Dashboard. From here we will use the global menu to customize your Canvas experience.

The screenshot shows the Canvas Dashboard for an instructor. The page is titled "Dashboard" and features a vertical global menu on the left with icons for Home, Account, Courses, Calendar, and Instructure. The main content area is divided into two sections: "Published Courses (4)" and "Unpublished Courses (7)".

**Published Courses (4):**

- Greg Sandbox Training Course
- Candice Sandbox Training Course
- On Ground Course Development ... On Ground Sandbox
- Isiah Sandbox Training Course

**Unpublished Courses (7):**

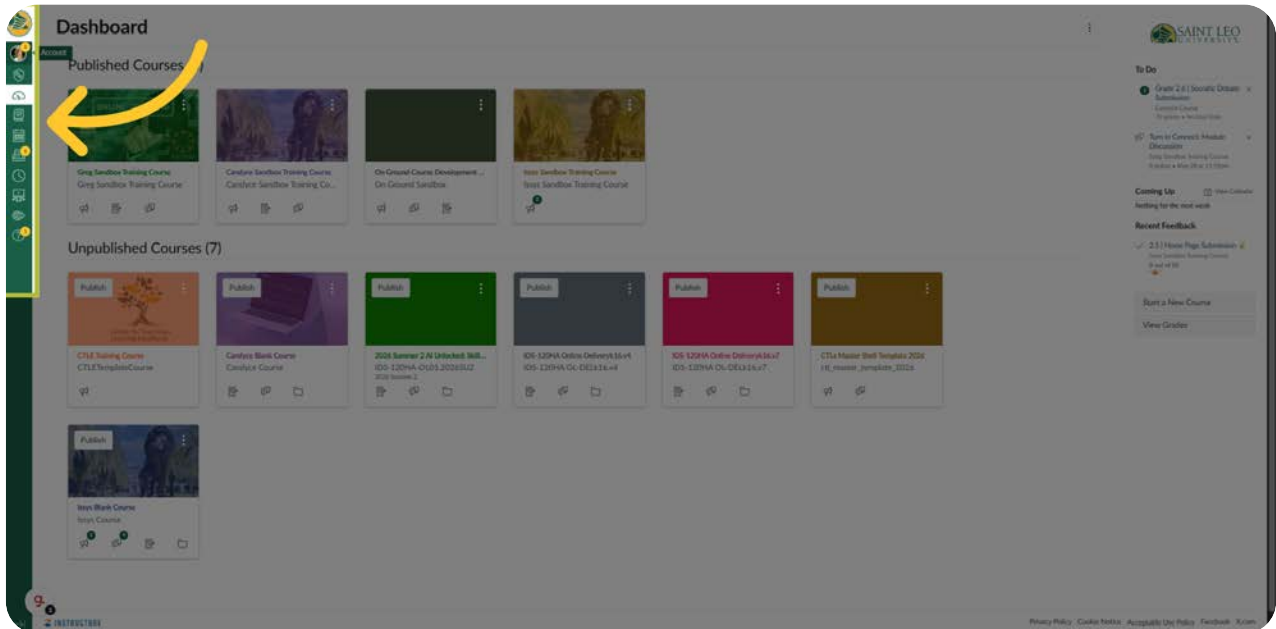
- CTLE Training Course
- Candice Blank Course
- 2025 Summer 2 AI Unlocked Skill...
- IDS-120HA Online Delivery16.v1
- IDS-120HA Online Delivery16.v7
- CTLE Master Shell Template 2026
- Isiah Blank Course

On the right side, there is a "To Do" list with items like "Grade 2.6 | Submit Details" and "Submit in Canvas | Module Discussion". Below that is a "Coming Up" section with a calendar icon and the text "Nothing for the next week". The "Recent Feedback" section shows a submission for "2.5 | Home Page Submission". At the bottom right, there are buttons for "Start a New Course" and "View Grades".

The bottom of the page includes a footer with "INSTRUCTOR" on the left and "Privacy Policy | Cookie Notice | Acceptable Use Policy | Facebook | X.com" on the right.

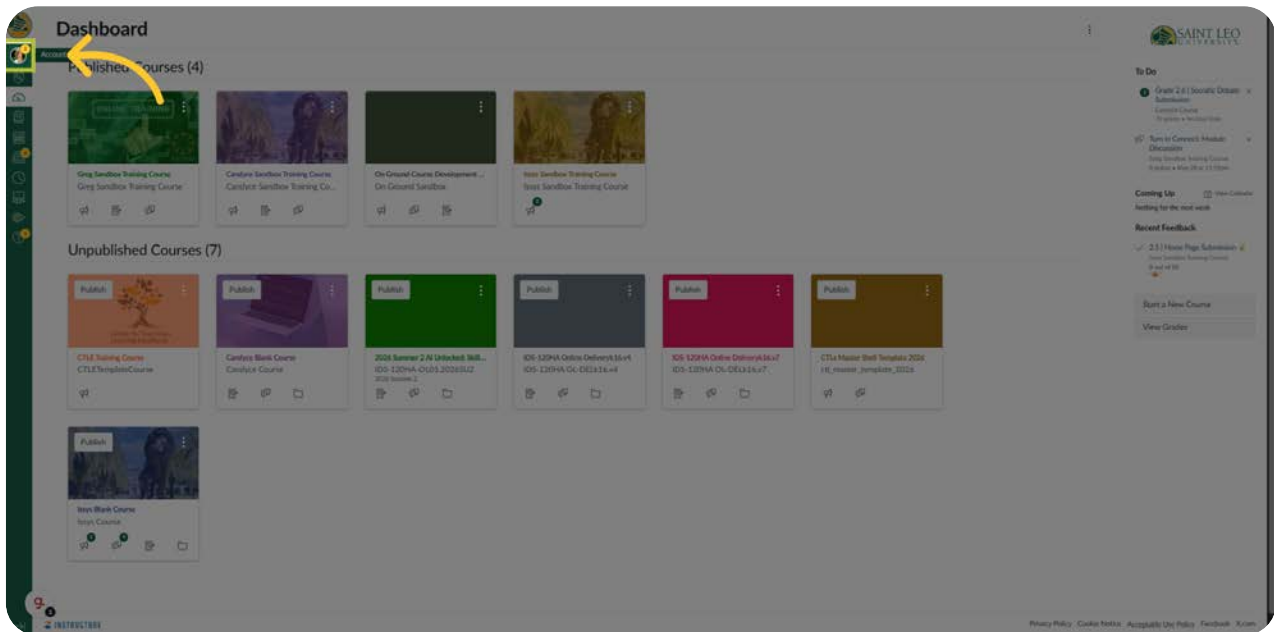
## 05 Set up your Account

Before we dive into your course lets set up your Canvas profile. To begin locate the global menu on the left side of the screen.



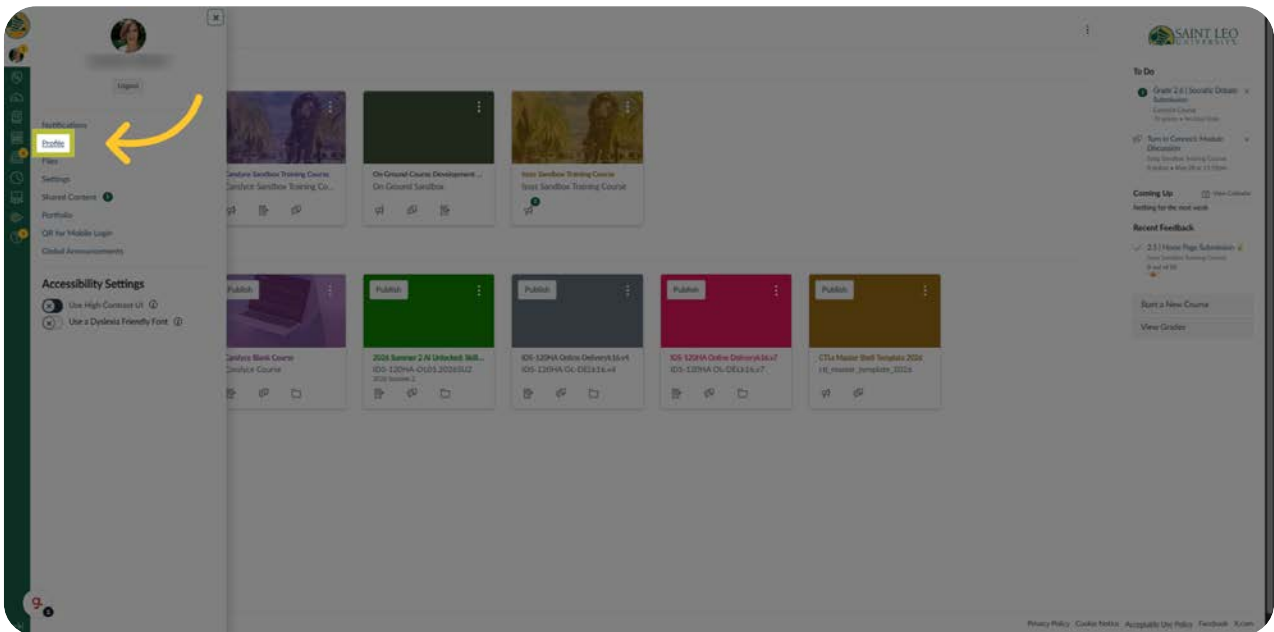
## 06 Navigate Within Dashboard

Next select the "Account" icon located at the top of the global menu.



## 07 Open Profile Section

A menu tray will expand. Select "Profile" to access your user profile settings.



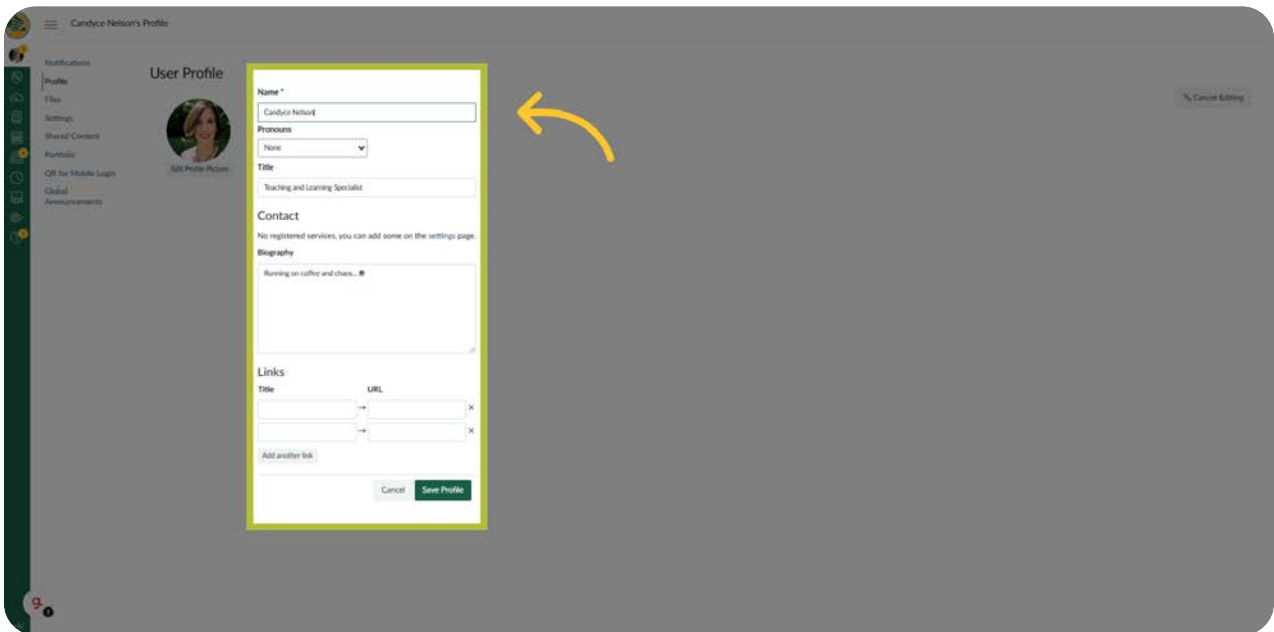
## 08 Edit User Profile

Select "Edit Profile" to modify your personal information and update your profile picture.



## 09 Edit your profile information.

Update your display name, add a biography or contact links.



The screenshot shows a user profile editing interface for Candice Nelson. The interface is titled "User Profile" and includes a navigation sidebar on the left with options like "Profile", "Files", "Settings", "Shared Content", "Portfolio", "QR for Mobile Login", "Global", and "Assessments". The main content area is divided into several sections: "Name \*", "Pronouns", "Title", "Contact", "Biography", and "Links". A yellow arrow points to the "Name" field, which contains the text "Candice Nelson". The "Pronouns" dropdown menu is set to "None". The "Title" field contains "Teaching and Learning Specialist". The "Contact" section has a note: "No registered services, you can add some on the settings page." The "Biography" section contains the text "Running on coffee and chaos...". The "Links" section has two rows of "Title" and "URL" fields, with "Add another link" and "Cancel" buttons at the bottom. A "Save Profile" button is located at the bottom right of the form.

**Name \***  
Candice Nelson

**Pronouns**  
None

**Title**  
Teaching and Learning Specialist

**Contact**  
No registered services, you can add some on the settings page.

**Biography**  
Running on coffee and chaos... #

**Links**

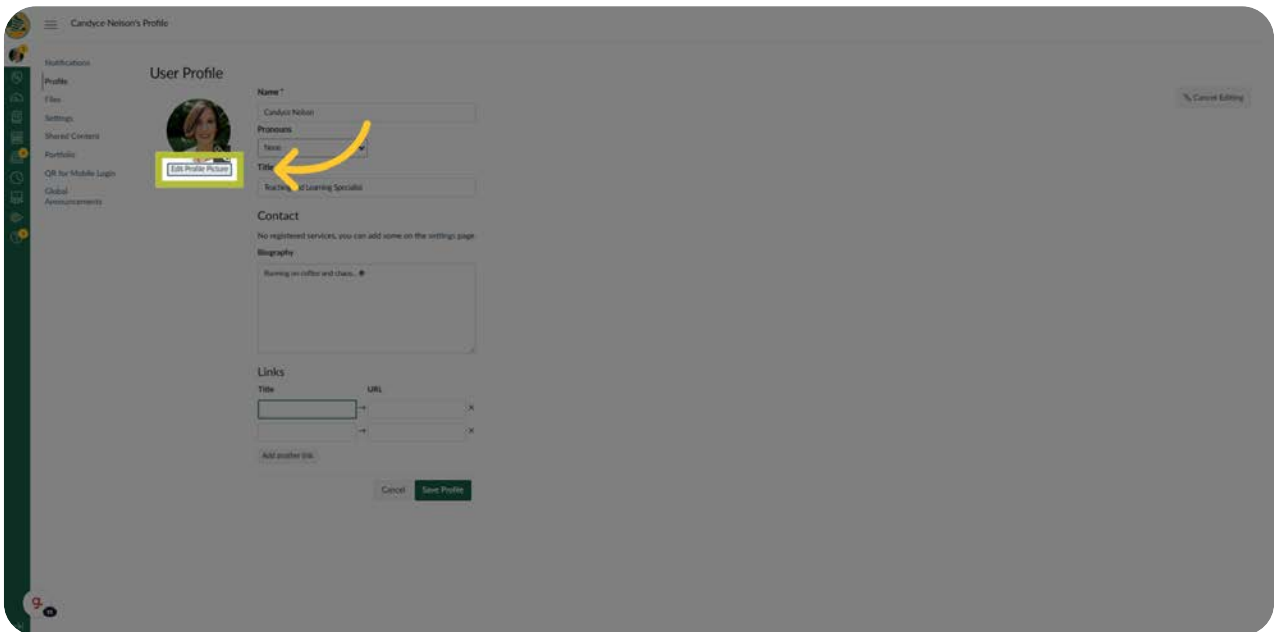
| Title | URL |
|-------|-----|
|       |     |
|       |     |

Add another link

Cancel Save Profile

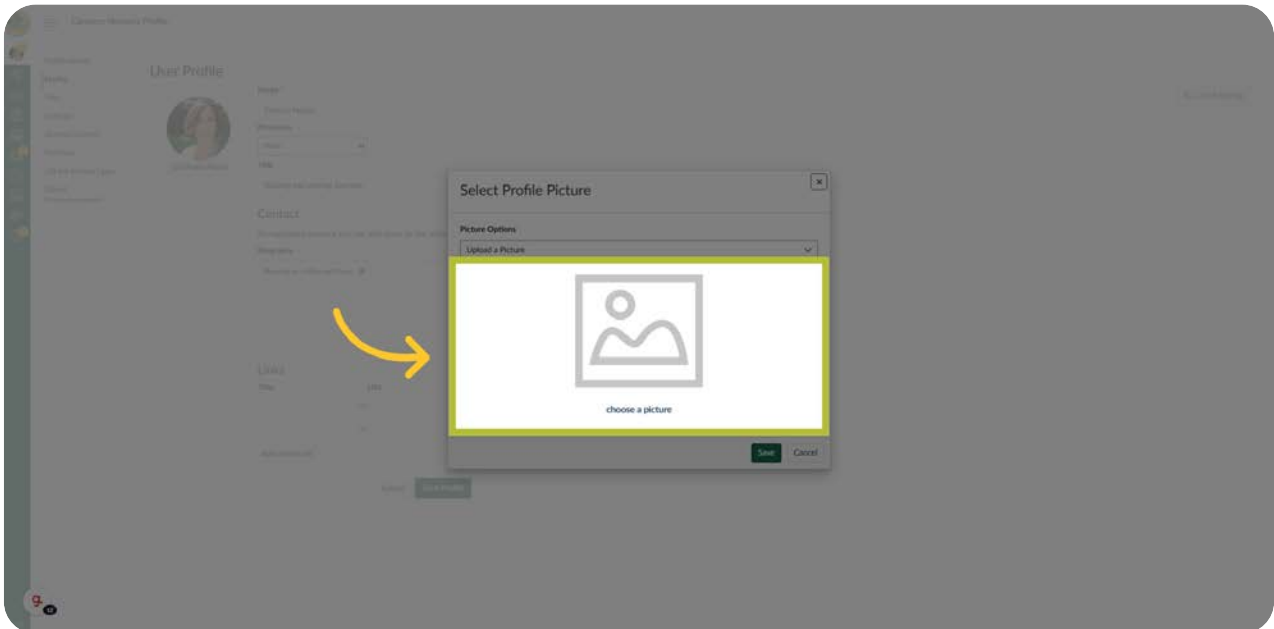
## 10 Change Profile Picture

Select "Edit Profile Picture to update your profile image.



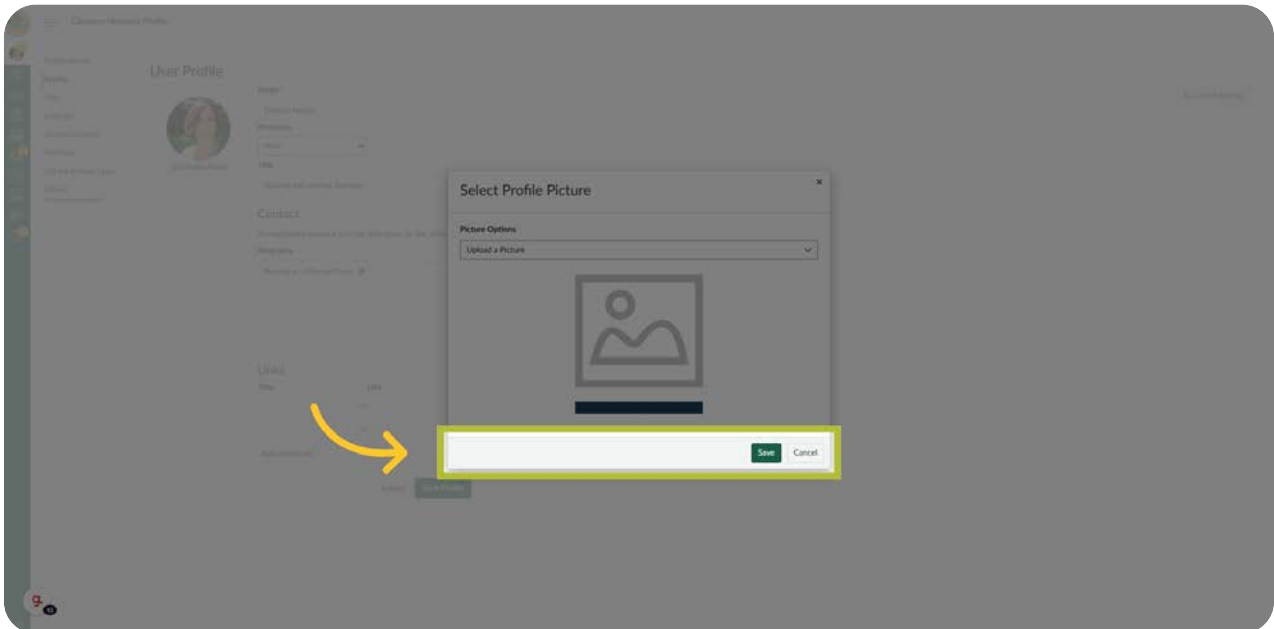
## 11 Choose New Picture

A pop-up box will appear, select "choose a picture" and locate the photo you would like to use for your profile.



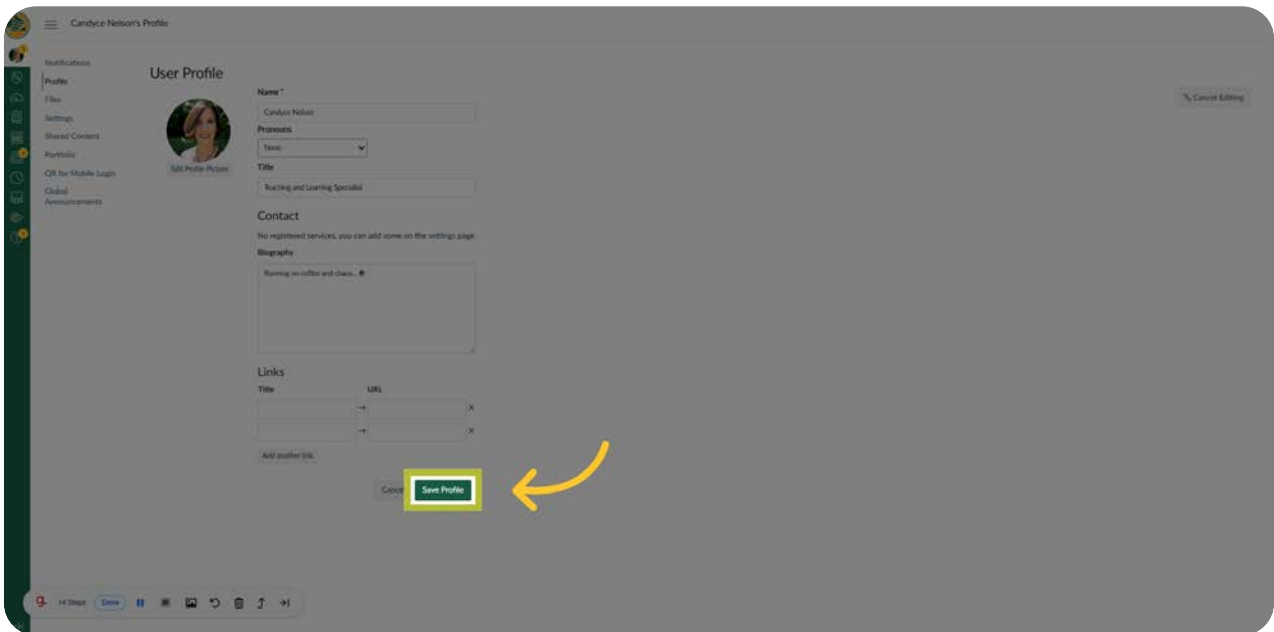
## 12 Save your profile picture.

Select Save to apply your profile picture. After saving, the image may appear blank for a moment—this is normal. Canvas will update it shortly, and you can continue navigating as usual.



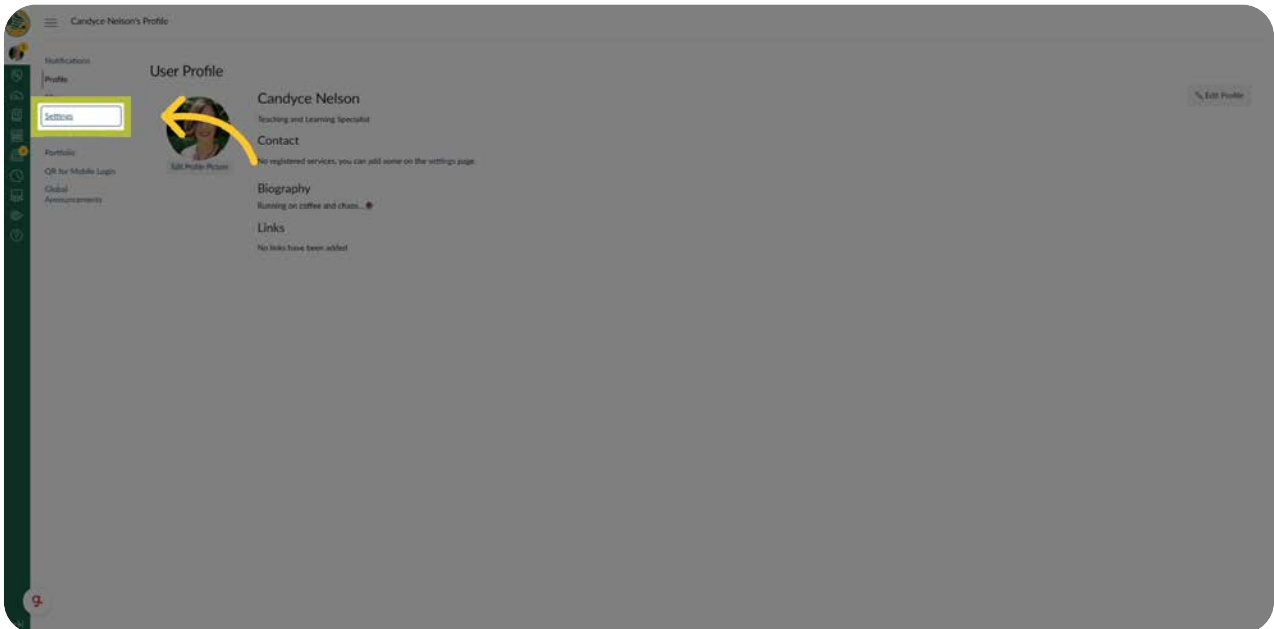
## 13 Save Profile Updates

Select "Save Profile" to confirm and save all profile modifications.



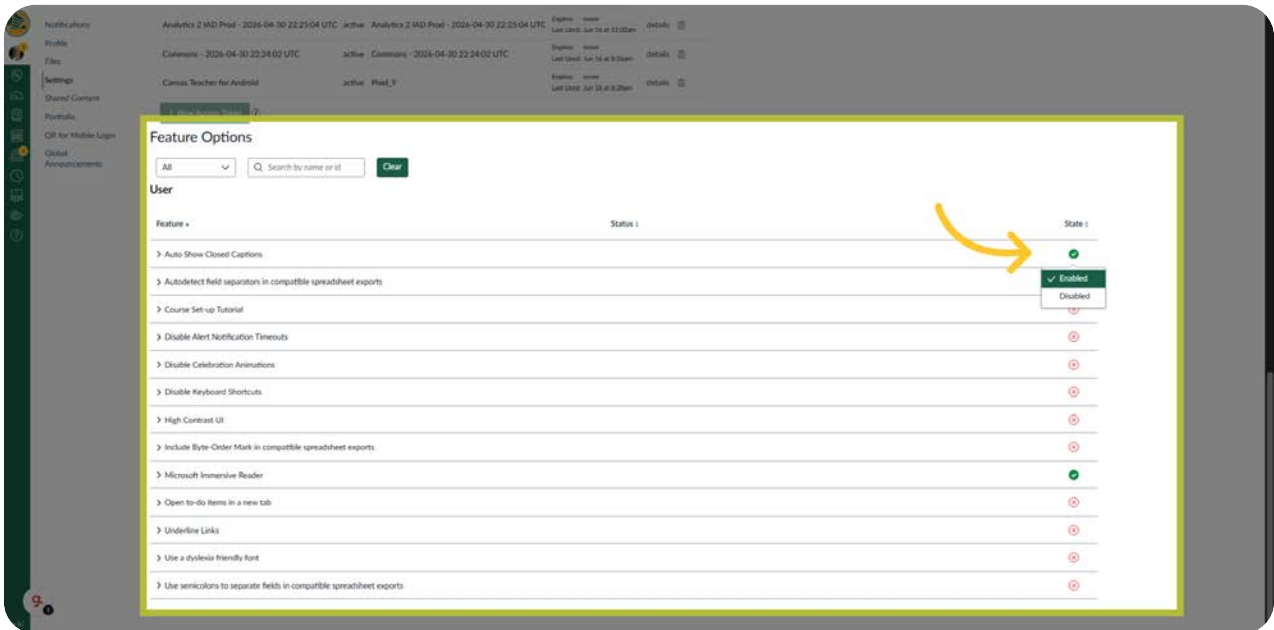
## 14 Select Settings

Next select "Settings" to open your user settings menu where you can manage your canvas preferences.



## 15 Review Settings

On the Settings page, scroll to Feature Options and enable any features you'd like. For example, to auto-show closed captions, select the icon under Status next to "Auto Show Closed Captions" and choose Enable.



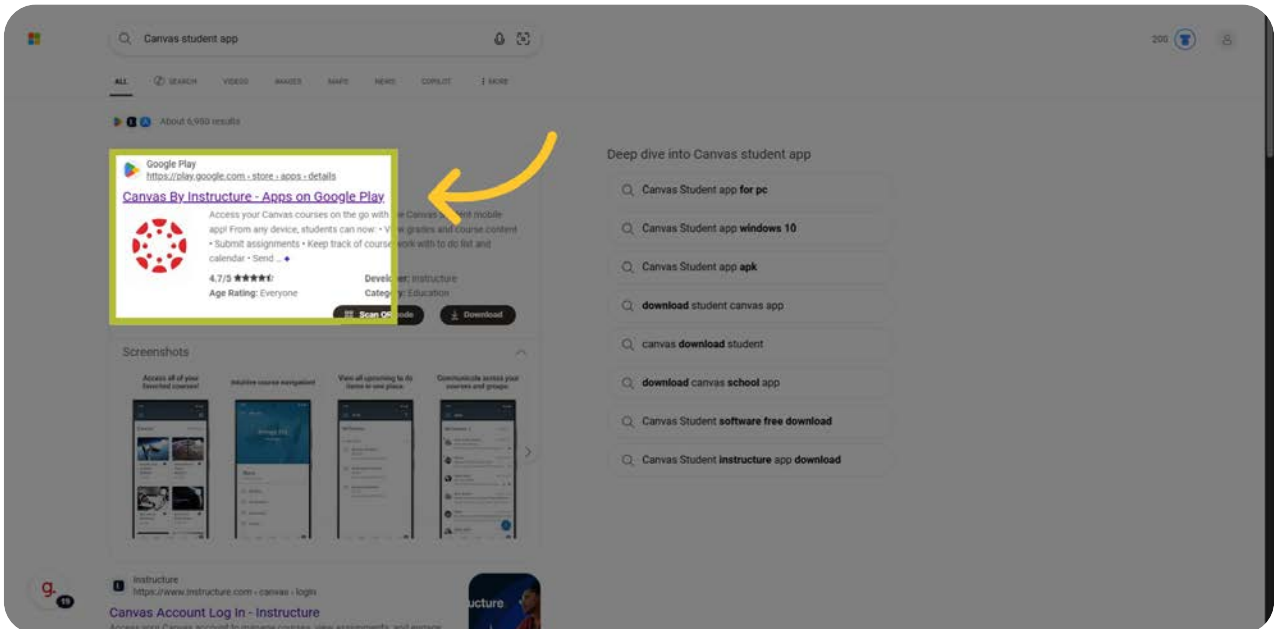
## 16 Canvas App

Stay on top of your coursework, submit assignments, and get instant grade notifications on the go. We recommend downloading the Canvas Student application to your mobile device.



## 17 Download Canvas by Instructure

To download the app, go to the app store on your phone or mobile device and search for Canvas by Instructure.



## 18 Switch To Google Play

Download the Canvas by Instructure App. Open the app, tap "Find my school," search for Saint Leo University, and log in using your Saint Leo credentials.

The screenshot shows the Google Play Store page for the 'Canvas By Instructure' app. At the top, the Google Play logo is on the left, and navigation icons for Games, Apps, Movies & TV, Books, and Kids are in the center. On the right, there are search, share, and user profile icons. The app title 'Canvas By Instructure' is prominently displayed, with 'Instructure' as a subtitle. Below the title, the app has a 4.5-star rating from 223K reviews and over 10 million downloads. A green 'Install on more devices' button and a 'Share' icon are visible. A note states the app is available for the user's device and can be shared with family. A carousel of five smartphone screens shows app features: 'Access all of your favorite courses!', 'Intuitive course navigation!', 'View all upcoming to do items in one place', 'Communicate across your courses and groups', and 'Dark theming!'. To the right of the carousel is an 'Everyone' age rating box with 'Users Interact' and a 'Learn more' link. Below that is an 'App support' dropdown and a 'More apps to try' section featuring Microsoft Outlook (4.3 stars) and Pinterest (4.3 stars). A 'What's new' section at the bottom left lists updates: updated privacy settings, increased security, and the replacement of Career - IgniteAI with Study tools.

Google Play Games Apps Movies & TV Books Kids

# Canvas By Instructure

Instructure

4.5★ 223K reviews 10M+ Downloads

Install on more devices Share

This app is available for your device You can share this with your family. [Learn more about Family Library](#)

- Access all of your favorite courses!
- Intuitive course navigation!
- View all upcoming to do items in one place
- Communicate across your courses and groups
- Dark theming!

Everyone  
Users Interact  
[Learn more](#)

App support ▾

More apps to try →

- Microsoft Outlook  
Microsoft Corporation  
4.3 ★
- Pinterest  
Pinterest  
4.3 ★

**What's new**

- Updated privacy settings in affected regions.
- Increased security for data protection.
- Career - IgniteAI is replaced with Study tools.

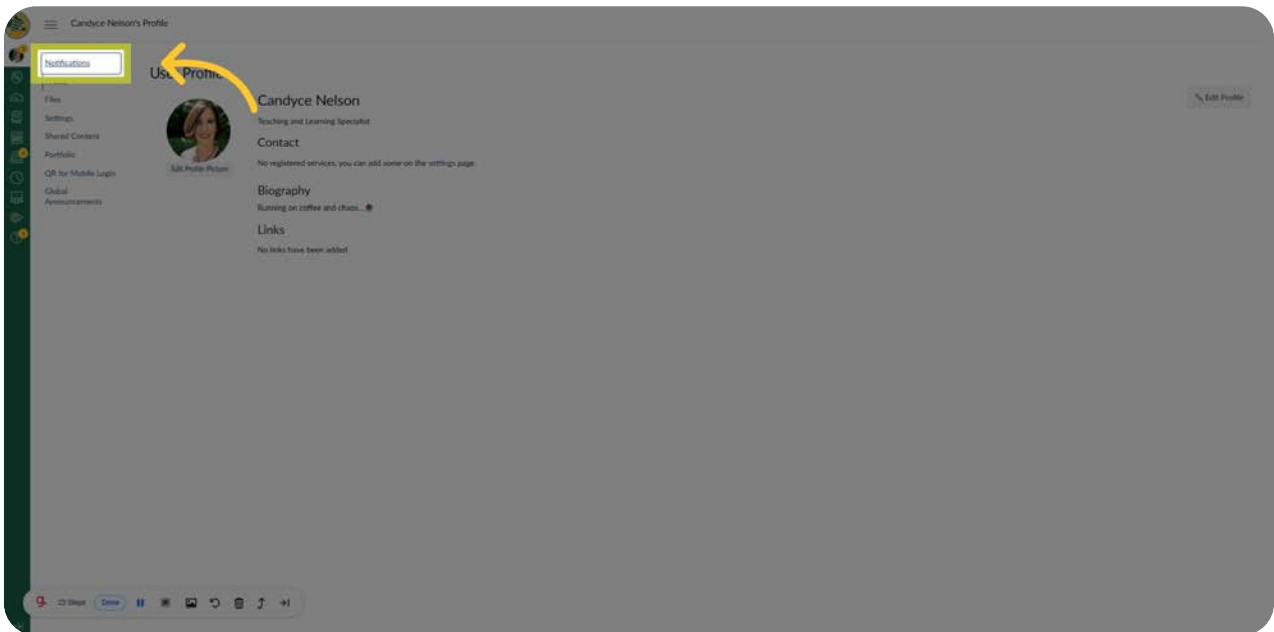
## 19 Set Up Your Canvas Notifications

Canvas automatically sends notifications to your Saint Leo email, or as push notifications if you have the app installed. You can control when and how you receive notifications.

**Set Up Notifications**  
for e-mail and push

## 20 Open Notifications Tab

Return to Canvas and select the notification link from your account menu.



## 21 Set your Notifications

Here you'll see a list of course activities you can be notified about. Review the list and choose when and how you'd like to receive notifications. Select the icon under email or push notifications to update your preferences.

The screenshot shows the 'Notification Settings' page in the Canvas LMS interface for user Candice Nelson. The page is titled 'Notification Settings' and includes a dropdown menu for 'Account' set to 'Account'. Below this, there are two informational banners: 'Account level notifications apply to all courses. Notifications for individual courses can be changed within each course and will override these notifications.' and 'Daily notifications will be delivered around 6pm. Weekly notifications will be delivered Saturday between 2pm and 6pm.' The main content area is a table with three columns: 'Course Activities', 'Email' (with address 'candice.nelson@cardles.edu'), and 'Push Notification' (with note 'For All Devices'). The table lists various activities with icons for email and push notification preferences. A 'Weekly summary' button is visible under the 'Grading' section.

| Course Activities   | Email                 | Push Notification |
|---|-----------------------|-------------------|
| <b>Due Date</b><br>Assignment due date change   |                       |                   |
| <b>Grading Policies</b><br>Course grading policy change   |                       |                   |
| <b>Course Content</b><br>Change to course content: <ul style="list-style-type: none"><li>Page content</li><li>Quiz content</li><li>Assignment content</li></ul>   |                       |                   |
| <b>Files</b><br>New file added to your course   |                       |                   |
| <b>Announcement</b><br>New Announcement in your course  |                       |                   |
| <b>Announcement Created By You</b> <ul style="list-style-type: none"><li>Announcements created by you</li><li>Replies to announcements you've created</li></ul>   |                       |                   |
| <b>Grading</b><br>Includes: <ul style="list-style-type: none"><li>Assignment submission grade entered/changed</li><li>Grade weight changed</li></ul> <input checked="" type="radio"/> <b>Include scores when alerting about grades.</b> If your email is not an institution email this means sensitive content will be sent outside of the institution. | <b>Weekly summary</b> |                   |
| <b>Invitation</b><br>Invitation for: <ul style="list-style-type: none"><li>Web conference</li><li>Group</li><li>Collaboration</li><li>Peer Review &amp; Feedback</li></ul>  |                       |                   |
| <b>All Submissions</b><br>Assignment and Quiz only. Assignment submission/Modification, essay/quiz  |                       |                   |

## 22 Set Immediate Notification

We highly recommend setting Announcements and Grading to "Notify immediately" (green bell icon) so you never miss deadline changes or instructor feedback.

The screenshot displays the 'Notification Settings' page in Canvas LMS. The user is logged in as Candice Nelson. The page shows notification preferences for various course activities. A yellow box highlights the 'Grading' row, and a yellow arrow points to the 'Notify immediately' option in the dropdown menu.

| Course Activities   | Email<br>candice.nelson@unh.edu | Push Notification<br>For All Devices |
|---|---------------------------------|--------------------------------------|
| <b>Due Date</b><br>Assignment due date change   |                                 |                                      |
| <b>Grading Policies</b><br>Course grading policy change   |                                 |                                      |
| <b>Course Content</b><br>Change to course content: <ul style="list-style-type: none"><li>Page content</li><li>Quiz content</li><li>Assignment content</li></ul>   |                                 |                                      |
| <b>Files</b><br>New file added to your course   |                                 |                                      |
| <b>Announcement</b><br>New Announcement in your course  |                                 |                                      |
| <b>Announcement Created By You</b> <ul style="list-style-type: none"><li>Announcement created by you</li><li>Reply to announcements you've created</li></ul>  |                                 |                                      |
| <b>Grading</b><br>Includes: <ul style="list-style-type: none"><li>Assignment/submission grade entered changes</li><li>Grade weight changes</li></ul> <p> Include scores when alerting about grades. If your email is not an institution email this means sensitive content will be sent outside of the institution.</p> |                                 |                                      |
| <b>Invitation</b><br>Invitation list: <ul style="list-style-type: none"><li>Web conference</li><li>Group</li><li>Collaboration</li><li>Peer Review &amp; Revision</li></ul>   |                                 |                                      |
| <b>All Submissions</b><br>Review for and Admin only Assignment submission/feedbacks, except scores  |                                 |                                      |
| <b>Late Grade</b>   |                                 |                                      |

The 'Grading' row is highlighted with a yellow box. A yellow arrow points to the 'Notify immediately' option in the dropdown menu.

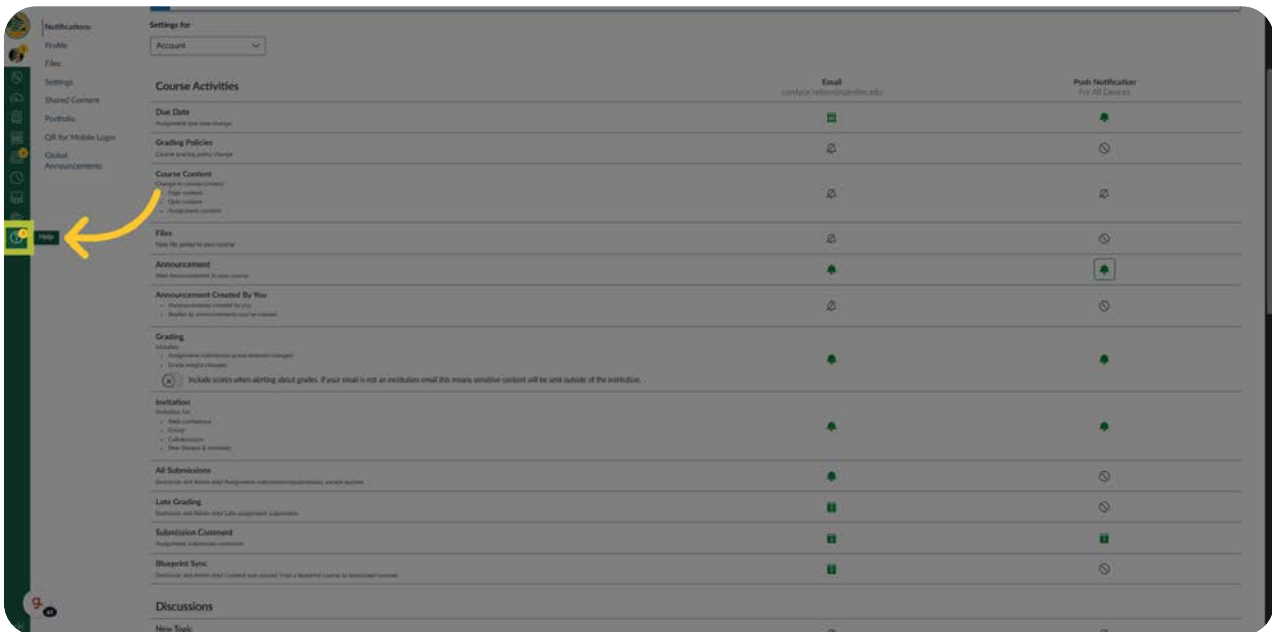
## 23 Support Resources

If you get stuck, Saint Leo University has support tools built directly into your Canvas menu!



## 24 Access Resources

Select the Help (?) icon at the bottom of the green navigation bar on the left.

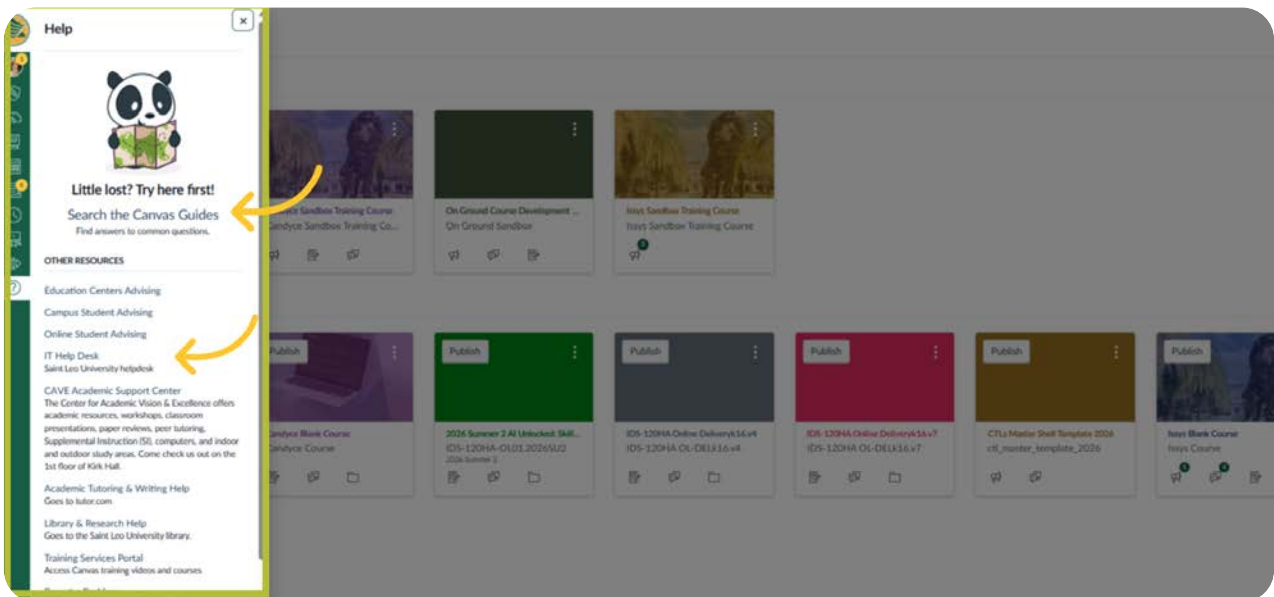


## 25 Review the help tray

A help tray will expand with support resources and links to official Instructure guides. Here are a few options:

**IT Help Desk:** Select this link to contact the Saint Leo University Help Desk for login issues or technical support.

**Search the Canvas Guides:** Use Instructure's official guide library to find help articles and troubleshooting resources.



## 26 Canvas Official Guides

Canvas offers two searchable guides to support you. Scan the QR codes and bookmark the sites so you can easily refer back to them whenever you need help.

### Canvas Video Guides

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### Canvas Getting Started

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## 27 How to Navigate Your Canvas Course

Now let's explore how to navigate your course.



# How to Navigate Your Canvas Course

## 28 View Your Dashboard and To Do List

The dashboard is your homebase. You can view your courses as "cards." Then on the right-hand side, you'll see your To-Do List, which shows upcoming assignments and quizzes across all your classes.

The screenshot displays the Saint Leo University dashboard. At the top left, the word "Dashboard" is visible. The main content area is divided into two sections: "Published Courses (4)" and "Unpublished Courses (7)".

**Published Courses (4):**

- Greg Sandbox Training Course
- Candice Sandbox Training Course
- On Ground Course Development ...
- Islys Sandbox Training Course

**Unpublished Courses (7):**

- CTLE Training Course
- Candice Blank Course
- 2025 Summer 2 At Unlinked SBL...
- IDS-120HA Online Delivery 16.v4
- IDS-120HA Online Delivery 16.v7
- CTLE Master Shell Template 2025
- Islys Blank Course

On the right side, there is a "To Do" list with the following items:

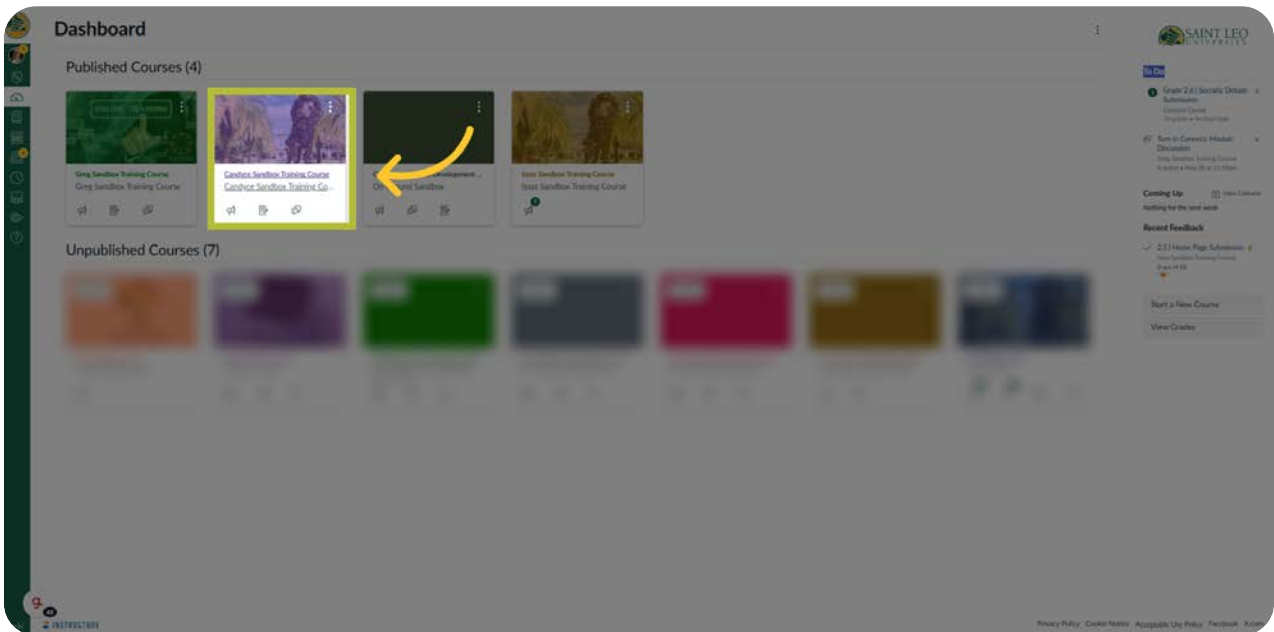
- Grady 2.0 | Security Detail
- Turn in Connect Module Discussion

Below the "To Do" list, there is a "Coming Up" section with "Nothing for the next week" and a "Recent Feedback" section with "2.11 Home Page Submission".

A yellow arrow points from the "To Do" list towards the "Published Courses" section.

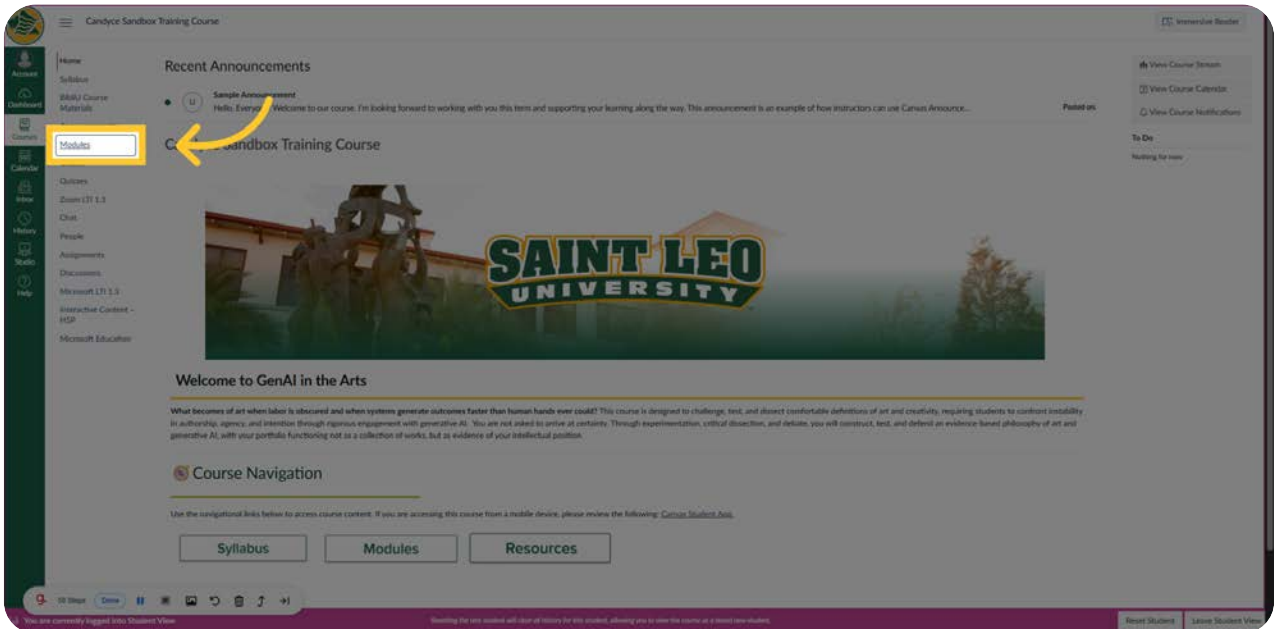
## 29 Select Your Course

Select your course's card from the dashboard.



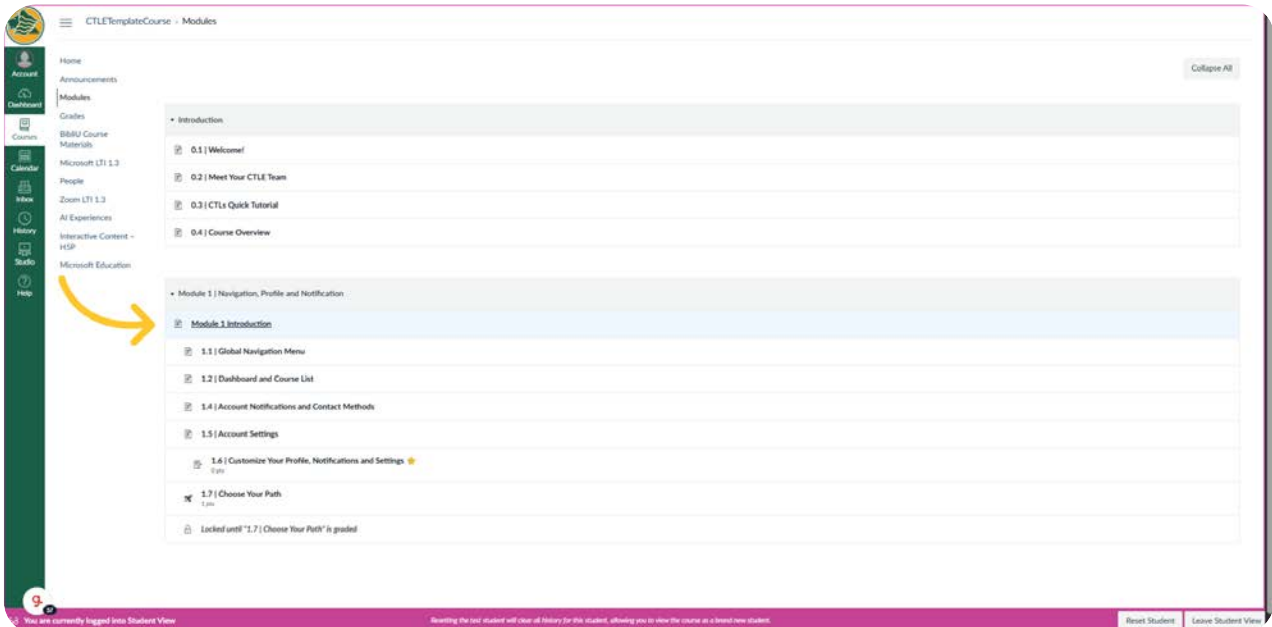
## 30 Locate Modules

You will land on your course home page. Locate Modules in the left-hand course menu. This is where instructors organize content, readings, and assignments module by module.



## 31 View the Course Content

Explore the module content in order. Select the links under each module header to open a page or activity, starting with the first content link.



The screenshot shows a course page titled "CTLETemplateCourse - Modules". On the left is a dark green navigation sidebar with icons for Home, Announcements, Modules, Grades, B&B Course Materials, Microsoft LTI 1.3, People, Zoom LTI 1.3, AI Experiences, Interactive Content - HSP, Microsoft Education, and Help. A yellow arrow points from the "Help" icon to the "Module 1 Introduction" link in the main content area. The main content area displays a list of modules and activities:

- Introduction
  - 0.1 | Welcome!
  - 0.2 | Meet Your CTLE Team
  - 0.3 | CTLE Quick Tutorial
  - 0.4 | Course Overview
- Module 1 | Navigation, Profile and Notification
  - Module 1 Introduction
  - 1.1 | Global Navigation Menu
  - 1.2 | Dashboard and Course List
  - 1.4 | Account Notifications and Contact Methods
  - 1.5 | Account Settings
  - 1.6 | Customize Your Profile, Notifications and Settings
  - 1.7 | Choose Your Path
  - Locked until "1.7 | Choose Your Path" is graded

At the bottom of the page, there is a status bar with the text "You are currently logged into Student View", a warning "Routing the first student will clear all history for this student, allowing you to view the course as a brand new student.", and buttons for "Reset Student" and "Leave Student View".

## 32 Use "Next" to Navigate

Once you've viewed the page and are ready to continue, select the Next button at the bottom of the page to move to the next item in the module.

The screenshot shows a Canvas LMS course page titled "Module 1 Introduction". The page content includes a "Welcome to Module 1!" section, "Module Learning Objectives", and an "Action Item List". A "Center for Teaching & Learning Excellence" logo is visible in the top right. A callout box with the text "Click Next" and a yellow arrow points to the "Next" button at the bottom right of the page. The "Next" button is highlighted with a yellow border. The page also features a "Previous" button on the left and a "Select Next to Continue" prompt above the "Next" button.

Module 1 Introduction

### Welcome to Module 1!

Before we dive into building your courses, let's make sure your Canvas experience is tailored to how you work and amplifies your instructor presence. In this module, we'll build the foundational skills you will need to navigate Canvas, personalize your workspace and begin establishing a strong instructor presence. You'll learn how to navigate effortlessly using the Global Navigation menu, how to customize your profile and enable Canvas Feature Options to create a workflow that actually meets you where you are.

**Note:** We are using the star icon (★) to indicate activities in this course. The activities that you will submit are listed below under "Action Item List."

### Module Learning Objectives

By the end of this module, you will be able to:

1. Navigate Canvas using the Global Navigation menu
2. Set up and update your user profile and account settings
3. Customize notification preferences to manage course communications via e-mail and phone application effectively.

### Action Item List

In order to successfully complete this module please do the following:

1. Review All module content
2. Complete 1.6 | Customize Your Profile, Notifications and Settings
3. Take quiz 1.7 | Choose Your Path Quiz

Previous

Select Next to Continue

Next

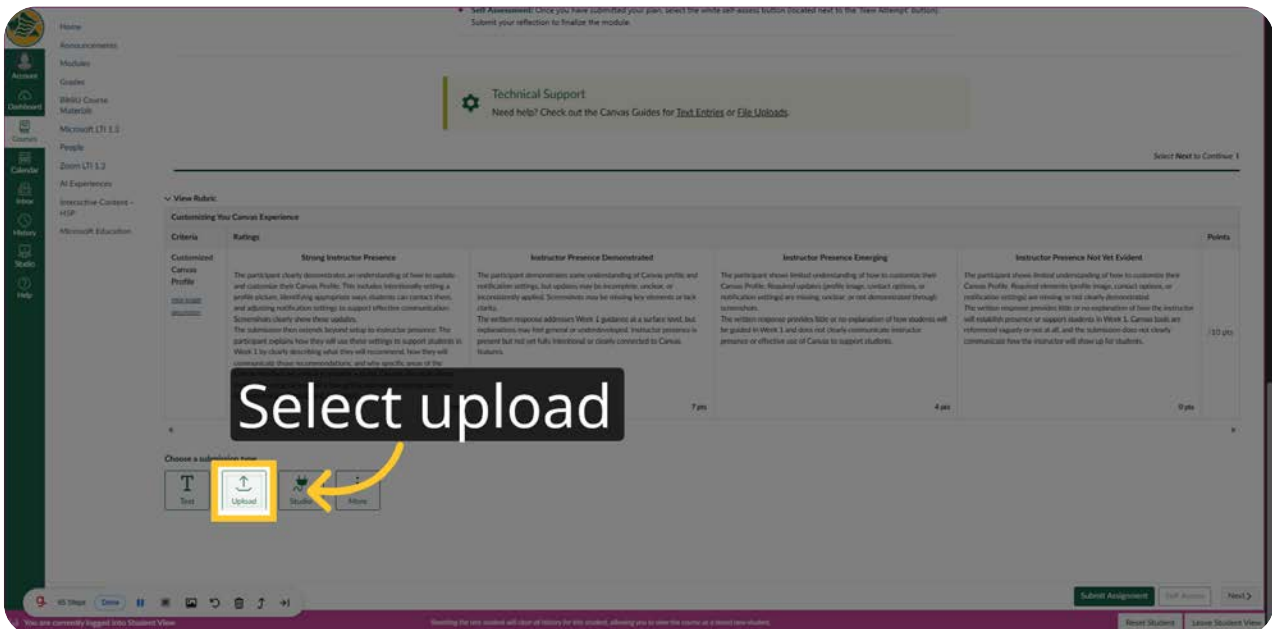
## 33 Submitting Assignments

When you go to an assignment, look for the green Submit Assignment or Start Attempt button at the top right or bottom right of the screen.

The screenshot shows a Canvas LMS interface for an assignment titled "The Power of Presence". The page includes a left-hand navigation menu with icons for Home, Announcements, Modules, Grades, B&B Course Materials, Microsoft LTI 1.1.3, Canvas, People, Zoom LTI 1.3, AI Experiences, Interactive Content - HSP, and Microsoft Education. The main content area features a title "The Power of Presence" and a paragraph about instructor presence. Below this is an "Assignment Steps" section with four numbered steps: 1. The Visual Greeting, 2. The Human Connection, 3. The Communication Guardrails, and 4. Submit. A section titled "In the submission box, briefly describe how you will empower your students in Week 1." contains three numbered questions: 1. Guidance, 2. Delivery, and 3. The "Why". Below the questions is an "AI Assessment Scale Level" section for "Level 2: AI ENHANCEMENT", which includes "This means", "Why", "Examples", and "Non-Examples" sub-sections. At the bottom right of the page, a green "Submit Assignment" button is highlighted with a yellow box, and a yellow arrow points to it from the left. The footer of the page contains a status bar with the text "You are currently logged into Student View" and "Reading for you received all data of history for this content, allowing you to view the course or a recent class." along with "Home" and "Student View" buttons.

## 34 Select Upload Submission

Scroll down to view the rubric and submission type options. You can upload files (PDFs/Word docs), submit text, record a video in studio or link Google Drive/OneDrive files.



The screenshot displays the Canvas LMS interface. At the top, there is a navigation sidebar on the left with icons for Home, Announcements, Modules, Grades, 1800 Course Materials, Microsoft LTI 1.3, People, Zoom LTI 1.3, AI Experiences, Interactive Content - HSP, and Microsoft Education. The main content area features a 'Technical Support' banner with a gear icon and the text 'Need help? Check out the Canvas Guides for [Text Entries](#) or [File Uploads](#).' Below this is a 'View Rubric' section titled 'Customizing Your Canvas Experience'. The rubric table has four columns: 'Strong Instructor Presence' (7 pts), 'Instructor Presence Demonstrated', 'Instructor Presence Emerging' (4 pts), and 'Instructor Presence Not Yet Evident' (0 pts). The 'Strong Instructor Presence' column contains detailed criteria and a 'Customized Canvas Profile' section. Below the rubric, the 'Choose a submission type' section is visible, with the 'Upload' button highlighted by a yellow box and a red arrow. Other buttons include 'Text', 'Studio', and 'More'. At the bottom right, there are buttons for 'Submit Assignment', 'Staff Access', and 'Next >'. A status bar at the very bottom indicates 'You are currently logged into Student View' and 'Recording for you received all data of history for this content, allowing you to view the course or a record for student'.

| Criteria  | Ratings  | Points  |  |                                    |
|---|--|---|--|------------------------------------|
| <b>Strong Instructor Presence</b>   | <b>Instructor Presence Demonstrated</b>  | <b>Instructor Presence Emerging</b>   | <b>Instructor Presence Not Yet Evident</b>   | Points                             |
| <b>Customized Canvas Profile</b><br>The participant clearly demonstrates an understanding of how to enable and customize their Canvas Profile. This includes intentionally setting a profile picture, identifying appropriate ways students can contact them, and adjusting notification settings to support effective communication. Submitters clearly show these abilities.<br>The submitter then extends beyond what is instructed to provide the participant explains how they will use these settings to support students in Week 1, by clearly describing what they will recommend, how they will communicate all those recommendations, and why specific areas of the | The participant demonstrates some understanding of Canvas profile and notification settings, but options may be incomplete, unclear, or inconsistently applied. Submitters may be missing key elements or lack clarity.<br>The written response addresses Week 1 guidance at a surface level, but explanations are less general or underdeveloped. Instructor presence is present but not fully intentional or clearly connected to Canvas features. | The participant shows limited understanding of how to customize their Canvas Profile. Required options (profile image, contact options, or notification settings) are missing, unclear, or not demonstrated through screenshots.<br>The written response provides little or no explanation of how students will be guided in Week 1, and does not clearly communicate instructor presence or effective use of Canvas to support students. | The participant shows limited understanding of how to customize their Canvas Profile. Required elements (profile image, contact options, or instructor settings) are missing or not clearly demonstrated.<br>The written response provides little or no explanation of how the instructor will establish presence or support students in Week 1. Canvas tools are referenced vaguely or not at all, and the submitter does not clearly communicate how the instructor will show up for students. | 120 pts<br>7 pts<br>4 pts<br>0 pts |

Choose a submission type

Text Upload Studio More

Submit Assignment Staff Access Next >

You are currently logged into Student View Recording for you received all data of history for this content, allowing you to view the course or a record for student

## 35 Submit Assignment

Once you have attached your file, text or recording select the Submit assignment button.

The screenshot displays the Canvas LMS interface for submitting an assignment. At the top, there are four columns defining performance levels: **Strong Instructor Presence** (20 pts), **Instructor Presence Demonstrated** (7 pts), **Instructor Presence Emerging** (4 pts), and **Instructor Presence Not Yet Evident** (0 pts). Below these is a section titled "Choose a submission type" with buttons for Text, Upload, Studio, and More. The "Upload" button is selected, and a file named "Screenshot...71994.png" is listed. Below the file list is a large area with a rocket icon and the text "Drag a file here, or Choose a file to upload". To the right of this area are buttons for "Webcam Photo" and "Canvas Files". At the bottom right, a yellow arrow points to a box containing two buttons: "Submit Assignment" and "Self-Assess".



## 37 How to View Grades and Feedback

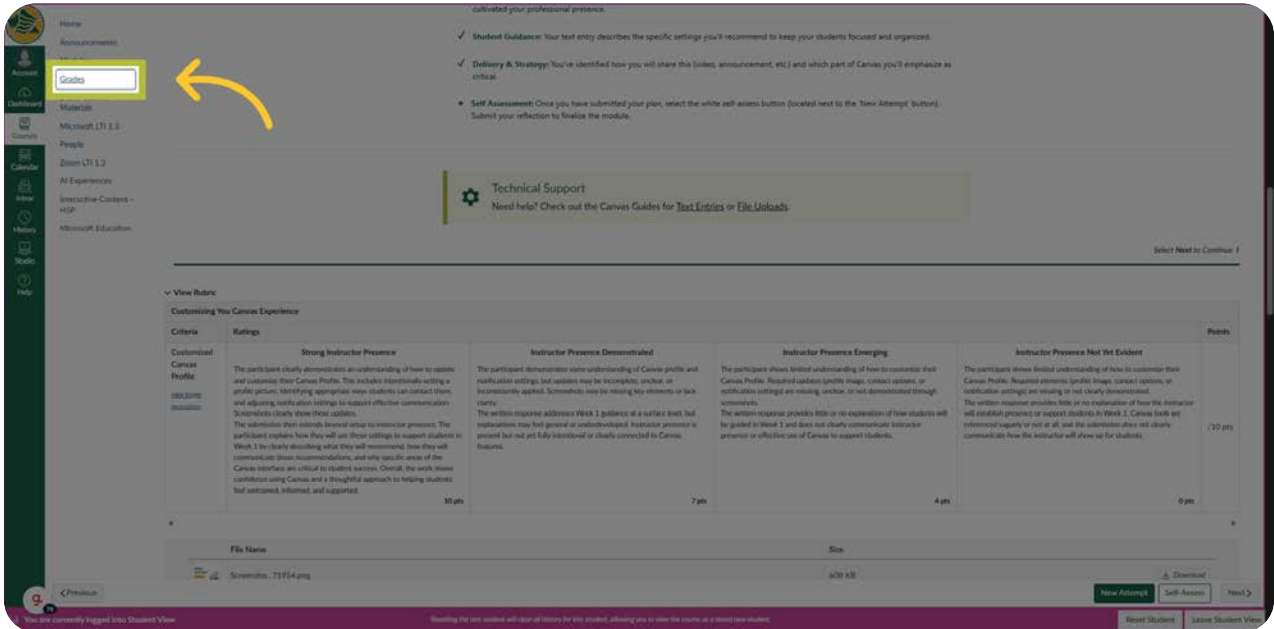
Next, we will explore how to locate your grades and read assignment feedback.



# Finding Grades and Viewing Feedback

# 38 Navigate to Grades

## Grades in your course menu



## 39 Access Your Feedback

When feedback is available, a message icon will appear to the right of the grade item. Select the icon to view the feedback.

The screenshot shows the 'Grades for Test Student' page in a Canvas LMS. The page has a sidebar on the left with navigation icons for Home, Announcements, Modules, Grades, Content, Calendar, People, Zoom, Experiences, Interactive Content, Microsoft Education, and Help. The main content area is titled 'Grades for Test Student' and includes a 'Print Grades' button and a 'Show All Details' link. Below this is a table with columns for Name, Due, Submitted, Status, and Score. The first row in the table has a '1 Comment' icon in the 'Comments' column, which is highlighted by a yellow box and a yellow arrow. The table also shows a summary of assignments and their weights on the right side.

| Name  | Due | Submitted        | Status | Score | Comments    |
|---|-----|------------------|--------|-------|-------------|
| 1.6 Discussion Your Profile, Interactions and Settings Assignments  |     | Jul 16 at 9:17am |        |       | 1 Comment   |
| 1.7 Choose Your Path Assignments                                    |     |                  |        | / 1   |             |
| 2.11 Nurturing Self-Check Quiz Assignments                          |     |                  |        | / 0   |             |
| 2.8 Assignment Creation Assignments                                 |     |                  |        | - 30  |             |
| 2.20 Ignoring Self-Check Quiz Assignments                           |     |                  |        | - 10  |             |
| 4.7 Nurturing Self-Check Quiz Assignments                           |     |                  |        | / 0   |             |
| 5.7 Nurturing Self-Check Quiz Assignments                           |     |                  |        | / 0   |             |
| Module 2 Teaching Path: Building Your Course Foundation Assignments |     |                  |        | / 0   |             |
| Assignments   |     |                  |        | N/A   | 0.00 / 0.00 |
| Individual Assignments  |     |                  |        | N/A   | 0.00 / 0.00 |
| Discussions   |     |                  |        | N/A   | 0.00 / 0.00 |
| End of Course Assessment  |     |                  |        | N/A   | 0.00 / 0.00 |
| Quizzes   |     |                  |        | N/A   | 0.00 / 0.00 |
| Migrated Quizzes  |     |                  |        | N/A   | 0.00 / 0.00 |

Summary on the right side of the page:

- Total: N/A
- To Show Saved "What-If" Scores
- Show All Details
- Assignments are weighed by group:

| Group                    | Weight |
|--------------------------|--------|
| Assignments              | 42%    |
| Individual Assignments   | 0%     |
| Discussions              | 40%    |
| End of Course Assessment | 20%    |
| Quizzes                  | 0%     |
| Migrated Quizzes         | 0%     |
| Imported Assignments     | 0%     |
| Total                    | 100%   |

- Calculate based only on graded assignments
- You can view your grades based on What-If scores so that you know how grades will be affected by upcoming or resubmitted assignments. You can't see scores for an assignment that already includes a score or an assignment that has yet to be graded.

## 40 View Feedback

A tray will expand on the right side. In this space you can view instructor feedback

The screenshot displays the Blackboard LMS interface for a course titled 'CTLETemplateCourse'. The main content area is titled 'Grades for Test Student' and features a table with columns for Name, Due, Submitted, Status, and Score. The table lists several assignments, including '1.6 (Discussion New Profile, Notifications and Settings) Assignments' and '1.7 (Choose Your Path) Assignments'. A yellow arrow points to a feedback tray on the right side of the page, which is titled 'Feedback' and shows 'Attempt 1 Feedback' for 'Jan 18 at 9:19am'. The tray also displays the instructor's name, 'Candice Nelson'.

| Name   | Due | Submitted        | Status | Score |
|--|-----|------------------|--------|-------|
| 1.6 (Discussion New Profile, Notifications and Settings) Assignments |     | Jan 18 at 9:17am |        |       |
| 1.7 (Choose Your Path) Assignments                                   |     |                  |        | -12   |
| 2.11 (Mentoring Self-Check Quiz) Assignments                         |     |                  |        | -10   |
| 2.8 (Assignment Creation) Assignments                                |     |                  |        | -10   |
| 2.20 (Spelling Self-Check Quiz) Assignments                          |     |                  |        | -10   |
| 4.7 (Spelling Self-Check Quiz) Assignments                           |     |                  |        | -10   |
| 5.7 (Spelling Self-Check Quiz) Assignments                           |     |                  |        | -10   |
| Module 2 Teaching Path (Building Your Course Foundation) Assignments |     |                  |        | -10   |
| Assignments  |     |                  |        | N/A   |
| Individual Assignments   |     |                  |        | N/A   |
| Discussions  |     |                  |        | N/A   |
| End of Course Assessment   |     |                  |        | N/A   |
| Quizzes  |     |                  |        | N/A   |
| Migrated Quizzes   |     |                  |        | N/A   |
| Imported Assignments   |     |                  |        | N/A   |

Thanks for watching. Happy exploring and learning.

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