



[Canvas Newsletter December 8](#)

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Canvas Support - End of the Year Holidays

24/7 support will be available during the holidays. You can use the live chat by selecting 'Chat with Canvas Support' from the Help menu (click the question mark in the bottom left of your Canvas screen).

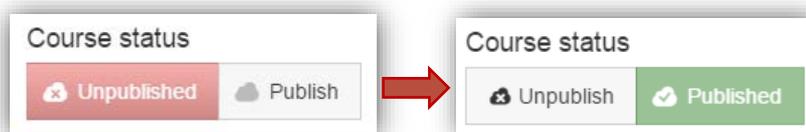
For University of Auckland specific questions/requests, such as [access to 2017 courses](#) and [cross-listing](#), you need to contact Staff Service Centre (SSC) support. SSC, including [Canvas Help](#), will be available until December 22, 2016 and will start back on January 4, 2017.

Publishing Dates for 2017 Courses

We would like to suggest that courses are published at least 2 weeks prior to the beginning of the semester. That means that the Publishing deadlines are as follows for 2017:

- Summer School – December 22, 2016
- Semester 1 – February 20, 2017
- Semester 2 – July 10, 2017

Publishing will allow students to see in the dashboard the courses in which they are enrolled. To publish the course, go to your course's 'Home' and press 'Publish'.



Remember that the course does not have to be complete to be published. You can leave individual items (e.g., assignments, files, modules) unpublished until you are ready to make them available to students.

Lecture Recordings Requests

A reminder that Summer School courses can sign up to have all their classes recorded for the semester. To request lecture theatre recordings on a regular basis please [submit a SSC request](#) or call 86000. Make sure to provide:

- All course details (course code, date and time lectures are taught)
- Email addresses of staff to receive links of recordings (must be @auckland.ac.nz addresses)

Note that the University will be closed from December 23, so the sooner you contact SSC, the sooner you will have this arranged for you. Avoid the last minute rush!



Cross-listing of Courses for 2017

Year-long courses and courses with different codes but with the same content are potential candidates for cross-listing. Cross-listing means you that you will be able to edit the content of multiple courses in only one course.

If you believe it would be advantageous to have your courses cross-listed, please read this document on [cross-listing](#). Although cross-listing can bring many benefits to how you run your courses (e.g., only creating the content once for multiple courses), if not used carefully, it can cause complications, especially during grade submission.

We strongly recommend that you get your courses cross-listed before you start the course setup. Once students submit an assignment, we will no longer be able to perform the cross-listing.

Once you have made your decision, please contact canvashelp@auckland.ac.nz to request the cross-listing of your courses.

Turnitin – Feedback Studio

Turnitin has released a major product upgrade that will become the default for all Turnitin users on January 5, 2017, followed by a full roll out on July 21, 2017. This means you will see a new interface for Turnitin, whether you are using Turnitin by itself or via Canvas.

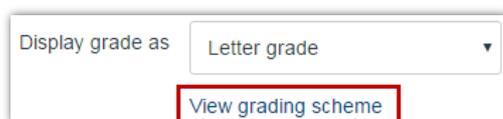
This new version of the service is called Turnitin Feedback Studio. It offers all the functionalities of Turnitin, the key difference being the user interface. Feedback Studio has a simplified, more intuitive interface with an emphasis on providing instructors tools to give relevant feedback to students, while also supporting academic integrity.

Interesting resources:

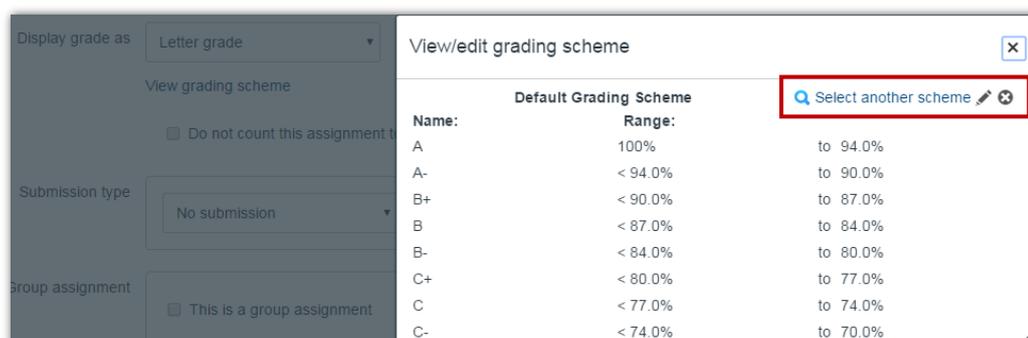
- [Video](#) comparison of “Turnitin Classic” vs “Feedback Studio” (4:24minutes)
- Interactive [demo](#)
- Feedback Studio [Instructor Guide](#)
- Feedback Studio [Student Guide](#)

Using Letter Grade to Mark Assignments

When setting up an assignment, you can choose to Display grade as Letter Grade.



If you choose to use this option, make sure you select the appropriate grading scheme for this assignment. Canvas does not apply the course grading scheme to the assignment.



Name:	Range:	
A	100%	to 94.0%
A-	< 94.0%	to 90.0%
B+	< 90.0%	to 87.0%
B	< 87.0%	to 84.0%
B-	< 84.0%	to 80.0%
C+	< 80.0%	to 77.0%
C	< 77.0%	to 74.0%
C-	< 74.0%	to 70.0%

The process for selecting the UoA scheme works exactly how it works when setting up the course grading scheme. Click Select another scheme > Choose the appropriate scheme > click Use this grading standard > click Done.



Identifying Courses in the Dashboard

If you are having difficulty identifying your Canvas courses in the Canvas dashboard, there are a few tricks you can use:

- 1- Create a course '[Nickname](#)' which can only be seen by you in your account. This way you can easily identify your courses. This will be especially useful now that you might have multiple courses from different terms but which have the same code/name.
- 2- [Use an image](#) to distinguish the course. Although students can choose the colour of their courses cards in the dashboard, they cannot change the course image set up by you.
- 3- Setting up preferred courses in the dashboard. If you go to the button Courses > All courses you can select the courses you want displayed in the dashboard. Simply click on the star which is on the left-hand side of the course name, turning them from white to gold. The courses with gold stars will be displayed in the dashboard. *If you choose to use this option and you are expecting to be added to another Canvas course, you might have to go into All Courses to check if you have been added to that course. That is because the course in which you have just been added will not have a gold star, meaning it will not go directly into the dashboard.*

Who You Can Contact For Assistance

A reminder to staff that 24-hour support contacts and online resources are available.

Online live chat 24/7 – select 'Chat with Canvas Support' from the Help menu (click the question mark in the bottom left of your Canvas screen)

Report a problem – file a support ticket when you've encountered a problem

Local support - call SSC on 86000 or send a message to staffservice@auckland.ac.nz

Get help from a Canvas expert at the [Canvas Community](#)

Find out more about Canvas - For more information on what's happening visit [Canvas @ the University of Auckland](#)

About this Newsletter - This update supports University staff with using our new Learning Management System, Canvas. If the information is not relevant to you, please contact canvashelp@auckland.ac.nz to be removed from the list.