A Privateer’s plan to

KEEP TEACHING

A guide to keeping course continuity in the event of campus closure or emergency

SIX STARTING STEPS:

1. MAKE SURE YOUR SYLLABUS IS UP-TO-DATE AND ON CANVAS
   Align your syllabus with UNO'S Calendar and your learning objectives.
   Using the Canvas Syllabus Area
   Embedding Your Syllabus in Canvas

2. MAKE SURE YOUR STUDENTS HAVE YOUR CONTACT INFO
   It should already be in your syllabus and on your Canvas page!

3. CONTACT STUDENTS USING COURSE ANNOUNCEMENTS
   Students receive announcement posts as emails.
   Use Course Announcements

4. UPLOAD ASSIGNMENT/ LECTURE DOCUMENTS AND PUBLISH MODULES
   Upload Course Content to Canvas
   Publish a Canvas Module

5. SUPPLEMENT CANVAS CONTENT WITH ZOOM AND SHORT RECORDINGS
   Don’t forget to caption your Zoom and/or Panopto recordings!
   Zoom Information (Click Zoom in the accordion menu)
   Panopto Information (Click Panopto in the accordion menu)

6. CHECK OUT THE CTI'S KEEP TEACHING WEBSITE FOR MORE HELPFUL TIPS

HIGHLY RECOMMENDED:

- Create a Canvas Discussion for open discussion with and questions from students.
- Go through Growing with Canvas, a self-paced Canvas course, to buff-up your Canvas skills.

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