Canvas Communication 8.4.2023

This week, the Office of Information Technology has enabled Canvas Instructor Sandboxes to prepare for the upcoming Canvas training during University Week. If you attended the Canvas demo in April or were given a sandbox for early development prior to August, you may receive an auto-generated Canvas notification or email asking if you want to merge your accounts. Please say yes to merging.

To find your Canvas Instructor Sandbox, go to myULM to One Login and then select the Canvas button. If this is your first time logging in to Canvas, you may be prompted to enter credentials. Once you are logged into Canvas, you should be on the Dashboard navigation pane and see a course card titled Sandbox. Click on it to enter your course. The ULM Canvas Course template is applied. Feel free to browse around – or simply wait until the Canvas training session for detailed instructions on what to do next. Really, there is nothing you need to do with Canvas right now. We are still using Moodle for Fall 2023 classes, so please dedicate your time and effort to preparing for your classes that will be starting in two weeks.

If you log into Canvas and do not have an Instructor Sandbox waiting for you, you may not have been teaching a course this past semester or not listed as an instructor in Banner at this time. That is okay; during University Week, please bring this to our attention during Canvas training sessions as the Office of Information Technology will have to do a few manual steps to create a Sandbox for you.

Note that your Canvas Instructor Sandbox with ULM Template is not going to be your real course rostered with students. This is your location for training and developing new content that you may want to copy over to a future live course. Your existing Moodle content will be migrated over to your future Canvas courses matching the Spring 2024 courses listed in Banner. This will not occur until after the Spring 2024 schedule is finalized in Banner and the Office of Information Technology has a couple of weeks to prepare the courses. We will provide more training when that time comes.

Remember to complete the survey sent out earlier this summer to provide information to the Office of Information Technology on which of your courses require migration and what third party tools or LTI integrations you want for those courses, so that they can continue their work on vetting and building the connections. Here's the [survey link](#) in case you cannot find it in your email.

More information about Canvas and University Week can be found on the [Professional Learning Center for Faculty and Staff web page](#).

Thank you,

Dr. Allison Bailey, Director

Professional Learning Center for Faculty & Staff