



## Canvas Start of Term Checklist

### Optional Course Setup

Cross-list courses - Contact IVC Tech

### Create or Import your content

- Import content from previous semester
- Create content from scratch
- Setup LTI's
- Setup TA's - Contact IVC Tech
- Setup Observers/Interpreters - Contact IVC Tech

### Review and Revise Course Material

	Due Dates	Availability Dates	Instructions	Links	Rubrics	Accessibility
<input type="checkbox"/> Outcomes						
<input type="checkbox"/> Assignments						
<input type="checkbox"/> Quizzes						
<input type="checkbox"/> Discussions						
<input type="checkbox"/> Syllabus						
<input type="checkbox"/> Modules						
<input type="checkbox"/> Announcements						
<input type="checkbox"/> Course Home Page						
<input type="checkbox"/> Student View						

### Publish Course Material

- Modules
- Assignments
- Quizzes
- Course

### Notify Students

Create Announcement regarding course publication