

Checklist for a New Canvas Semester

Select the links to view tutorials explaining how to complete each task

- [Import or create course content](#)
- [Post updated course syllabus in each course](#)
- [Remove old assignments from Canvas Calendar](#)
- [Adjust due dates for all assignments](#)

Course Settings Tasks:

- [Customize Course Navigation](#)
- [Customize Course Start and End Dates](#) (optional: default term dates are 1-18-2022 to 5-14-2022; students have view only access from 1-18-2022 to 5-20-2022 at 12 am)
- [Select the number of Announcements to show on the course home page](#)
- [Validate links in the course](#)
- [Publish course \(please publish course by 8:00 a.m. January 18th\)](#)
- [Edit Roll Call Attendance \(IMPORTANT\)](#)