ACTION ITEM 1: CANVAS

What is Canvas?

Canvas is a learning management system (LMS). Canvas has made major advancements through innovative tools, a modern interface, and streamline functionalities. Canvas is known for its user-friendly online environment and ability to easily connect instructors and students both in and out of the classroom. Canvas includes basic LMS functionality for taking attendance, managing enrollments, sharing documents, submitting assignments, and assigning grades, as well as personalized features for individual students.

How to get started

Step 1: Sign into Canvas at https://htu.instructure.com/ (link is also located at htu.edu/academics and under *Quick Tools* in My HTU)
Step 2: Create a *Module* of learning material and assessments (e.g. quizzes, discussions, etc.)
Step 3: Communicate with students by providing steps in how to get started (recommend posting weekly *Announcements* in Canvas; built in notification system will alert students via email and mobile alerts)

Support

Canvas videos and tutorials are available 24/7 at https://htu.edu/offices/center-for-academic-innovation-transformation/training-materials. For 1:1 training, contact the Center for Academic Innovation and Transformation by calling 512.505.6460 or emailing cait@htu.edu

Visit https://htu.edu/offices/center-for-academic-innovation-transformation/training-materials for an easy **10-step faculty guide** in how to get started with Canvas (e.g. curriculum building, multi-media, creating assessments/tests/quizzes, etc.)

ACTION ITEM 1: ZOOM

What is Zoom?

Zoom is the leader in modern enterprise video communications, with an easy, reliable cloud platform for video and audio conferencing, collaboration, chat, and webinars across mobile devices, desktops, telephones, and room systems. Zoom supports Hybrid/Online alternative learning and instruction.

Zoom supports communication between instructors and students, at a distance, therefore a wonderful supplement to means of standardized communication.

Zoom features:

- Host up to 100 people per meeting
- HD Video & Audio
- Recording of meeting option
- Built-in collaborative tools (e.g. Screen sharing, chatting, and more)
- Secure meetings with password protection
- Supports Distance Learning initiatives (advising, lectures, student presentations and more)

Faculty can host a class session through Zoom video conferencing with up to 100 students, live. To schedule a session, contact the Center for Academic Innovation and Transformation by calling 512.505.6460 or emailing cait@htu.edu.

Support

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