

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.