First steps in a degree project supported by Canvas

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We will assume that a student (named “Quentin FakeStudent”) is interested in doing a degree project. Initially this student is not enrolled in a degree project course **nor** is the student in a Canvas course room. This student fills out a form (yet to be defined) that collects some basic information that can be used by someone working in the School’s education office to determine if the student is eligible to start a degree project. If the student is not eligible they are referred to student advising. If the student is eligible, the student is added to a suitable Canvas course room for their degree project. Here we assume that there is one such course room at each school for each of 1st and 2nd cycle degree project students. In the material that follows we will assume that this student is in some degree program administered by KTH’s School of Electrical Engineering and Computer Science. This process is shown in Figure 1.

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Figure 1: First steps leading to student being added to Canvas course room

Once the student is added to the Canvas course room (at point A in Figure 1) we can utilize Canvas to help with the rest of the degree project process. If we look in the Canvas course room at the “People” page, we can see all of the students and teachers in the course – as shown in Figure 2. In this page we can see that Quentin FakeStudent is a “Student” in the course “Test course 5” (this course has the fake course code J5).

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Figure 2: Initial people page - showing students (and teachers) in course

Now that the student being has access to the Canvas course room (which they will make use of for the rest of their degree project course) the next steps are a dynamic survey to collect some basic data about the proposed degree project and some administrative processing as shown in Figure 3.

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| G  F  E  D  C  B |

Figure 3: Dynamic survey and Administrative steps in Canvas

After logging into the Canvas course room, the student will take a dynamic survey that will collect the information that was previously collected by the UT-EXAR form. The details of this are described in the thesis:

Reshad Sarwar and Nathan Manzi, *More tools for Canvas : Realizing a Digital Form with Dynamically Presented Questions and Alternatives*. Stockholm, Sweden: KTH, Communication Systems, CoS, 2019, TRITA-EECS-EX-2019:93 [Online]. Available: <http://urn.kb.se/resolve?urn=urn%3Anbn%3Ase%3Akth%3Adiva-251021>

The final page of the survey will confirm that the student has signed up for a given degree project course code and has selected a potential examiner (from among those that are eligible) or they have not chosen a potential examiner. In the case of Quentin FakeStudent, when he completes the dynamic survey he will see a page such as shown in Figure 4.

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Figure 4: After student is added to Canvas course room

As a side effect of the student completing the dynamic survey the student is added to two sections: "Awaiting Assignment of Examiner" and a section for their potential examiner (in this case “Anders Västberg”) (at step B in Figure 3). The student’s membership in these two sections can be seen via the People page, shown in Figure 5.

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Figure 5: People page after the student has completed the dynamic survey

Additionally, the dynamic survey also updated a number of custom columns in the gradebook for the course. These columns are shown in Figure 6, with a zoomed in view in Figure 7.

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Figure 6: Gradebook entry for Quentin - as viewed in the Awaiting Assignment of Examiner section

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Figure 7: Zoomed via of gradebook entry for Quentin - as viewed in the Awaiting Assignment of Examiner section

In Figure 7 we can see that the choice of potential examiner is flagged with a prefix of “⚠⚠”. Similar the course code is also prefixed in the same way so that we know that these are not the definitive values. We can also see that the fields of “Planned\_start\_date”, “Tentative\_Title”, “Prelim\_description”, “Place”, “Contact”, and “Student\_approval” (to publish full text via DiVA). The values for these fields were collected via the dynamic survey.

A potential supervisor (named “A. B. Normal”) reads the project description and if they are interested registers as the supervisor (at step C in Figure 3) by entering their name in the field for “Supervisor” in the gradebook as shown in Figure 8.

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Figure 8: After adding supervisor (A. B. Normal)

The potential examiner accepts being the examiner by removing the warning symbols (at step D in Figure 3) by editing the field shown in Figure 9 into the value shown in Figure 10.

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Figure 9; Examiner about to accept

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Figure 10: Examiner accepts

The course coordinator confirms the examiner, supervisor, and project (at step E in Figure 3) by removing the student from the "Awaiting Assignment of Examiner" section as shown in Figure 11 to produce the membership shown in Figure 12. The people page now shows the updated section information shown in Figure 13. This student is now longer in the "Awaiting Assignment of Examiner" section as shown in Figure 14.

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Figure 11:Section membership just before course coordinator confirms

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Figure 12: Just after course coordinator confirms

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Figure 13: Updated section membership information

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Figure 14: Gradebook for "Awaiting Assignment of Examiner" section after course coordinator confirms

After registering the student in Ladok for the correct degree project course, the education office removes the two warning signs for the Course\_code (or in the worst case corrects the entry) as shown in Figure 15. The resulting entry in the gradebook is now shown in Figure 16.

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Figure 15: Just before registering student in Ladok

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Figure 16: Gradebook after student is registered in Ladok

The student can now begin to prepare the various documents to be delivered in the course of the degree project (starting at step G in Figure 3).