

# Week 0 Module 2: Canvas Website

CSCI E-5a Spring 2022

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Hello! And welcome to Module 2: Canvas Website.

In this module, we'll take a tour of the CSCI E-5a Canvas website.

- In Section 1, we'll learn about the Canvas menu.
- In Section 2, we'll study the Course menu.
- In Section 3, we'll investigate the Home page.
- In Section 4, we'll learn about individual week pages.
- In Section 5, we'll see how to use the Ed Discussion tool.
- In Section 6, we'll learn how to use the Canvas Inbox system.

When you've completed this module, you'll be able to:

- Navigate through the Canvas system by using the Canvas menu.
- Navigate through the CSCI E-5a course website by using the Course menu.
- Explain the structure and content of the Home page.
- Explain the structure and content of an individual unit page.
- Use the Ed Discussion tool for class discussion and posts.
- Communicate with the teaching staff by using the Canvas Inbox system.

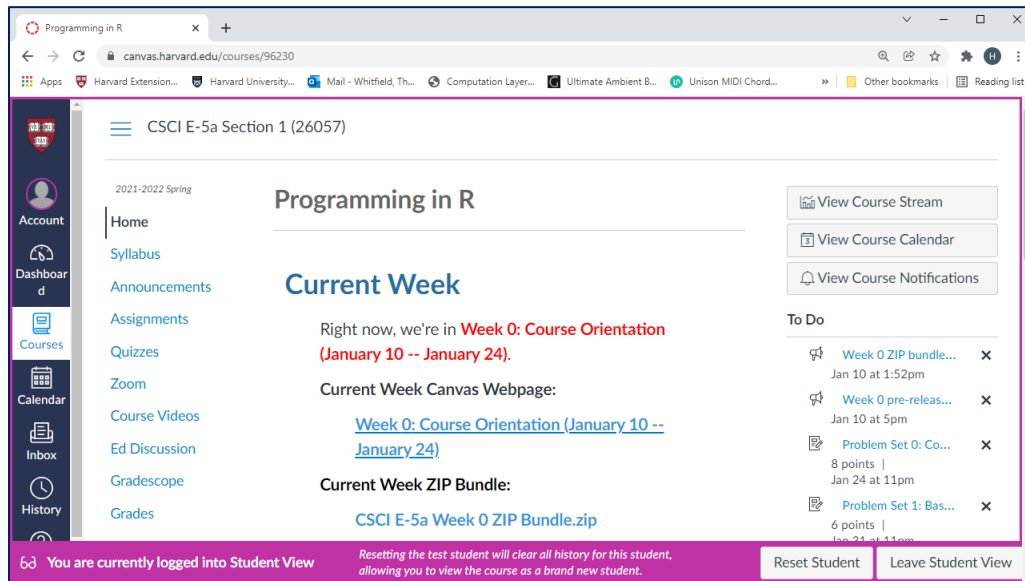
All right! Let's get started with the Canvas Menu.

## Section 1: The Canvas Menu

**Main Idea:** *We can navigate through the Canvas system by using the Canvas menu.*

In this section, we'll learn about the Canvas menu.

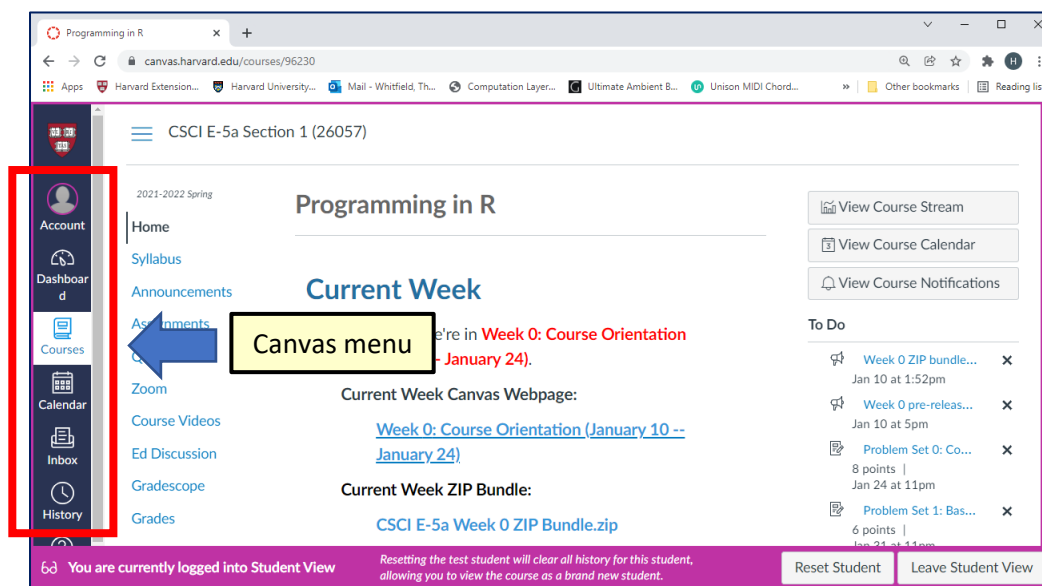
Let's start with the CSCI E-5a **Home** page, which is the first page that you'll see when you enter the CSCI E-5a Canvas website:



**Figure 1:** CSCI E-5a Home page

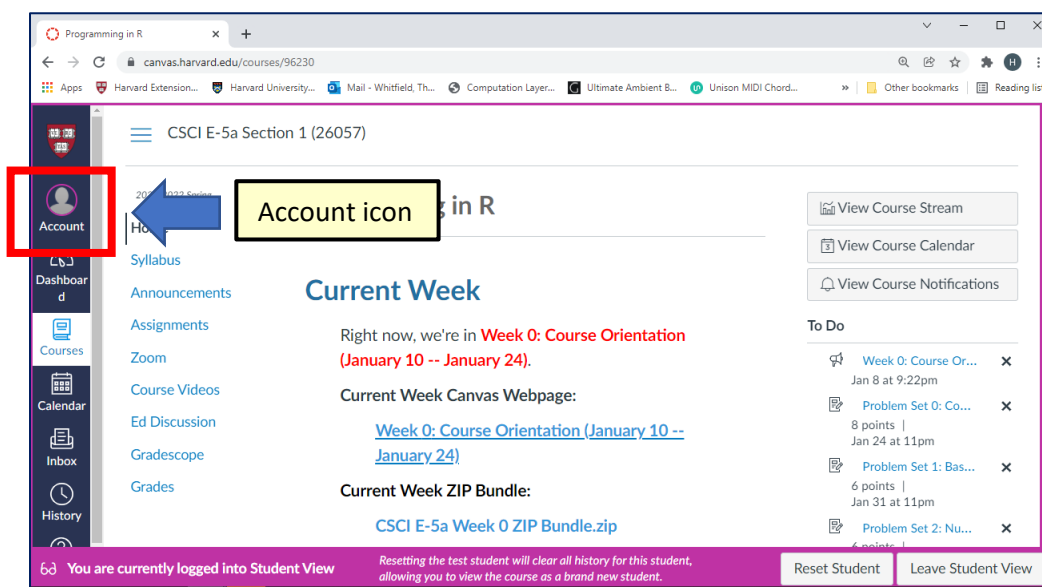
You won't see the purple bar at the bottom of the screen – that's something that is for instructors. But otherwise your screen should look very similar what you see in Figure 1.

The **Canvas menu** is the vertical menu bar at the left-hand side of the page:



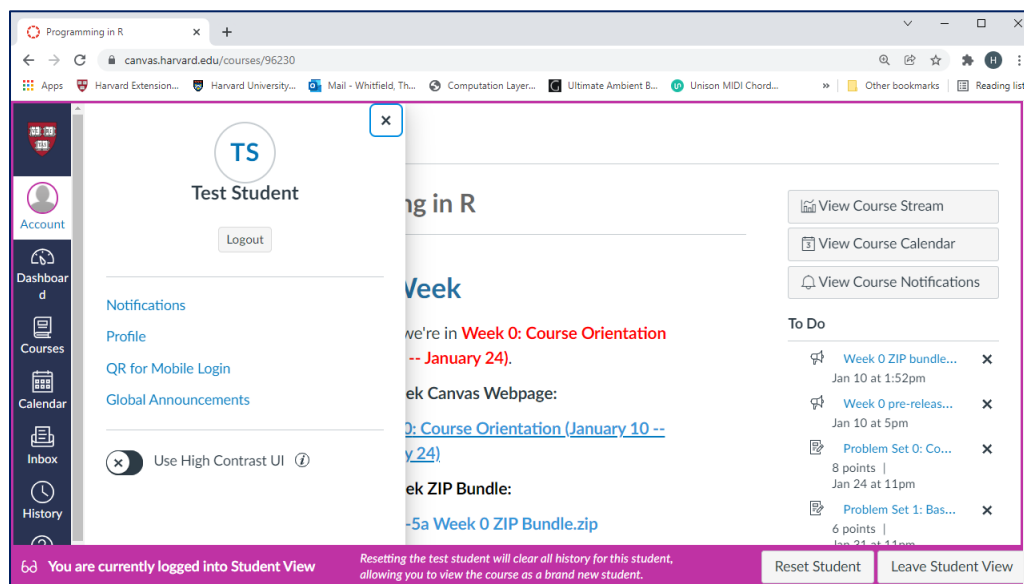
**Figure 2: Canvas menu**

At the top of the Canvas menu bar is the Account icon, which allows you to adjust aspects of your Canvas profile:



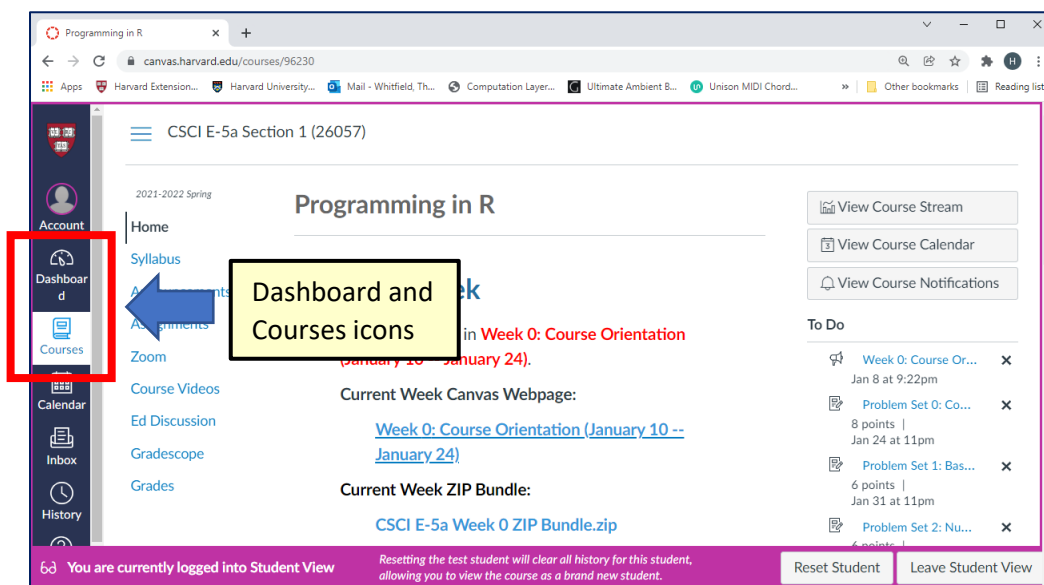
**Figure 3: Canvas menu: Account icon**

The **Account** link is where you can set your preferences for **notifications** and **email addresses**.



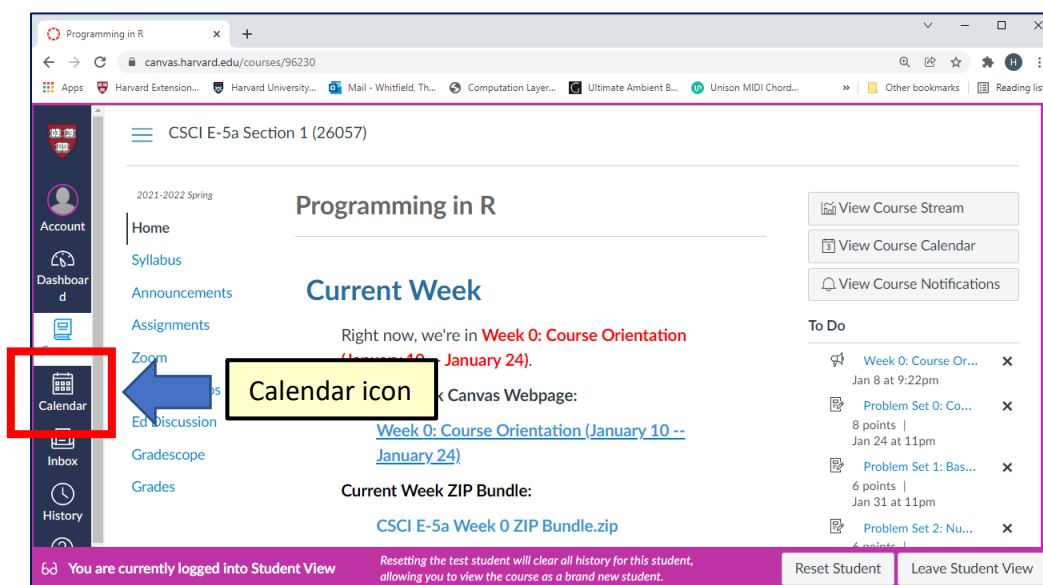
**Figure 4:** Canvas menu: Account icon

The **Dashboard** and **Courses** icons allow you to **navigate to a different course**:



**Figure 5:** Canvas menu: Dashboard and Courses icons

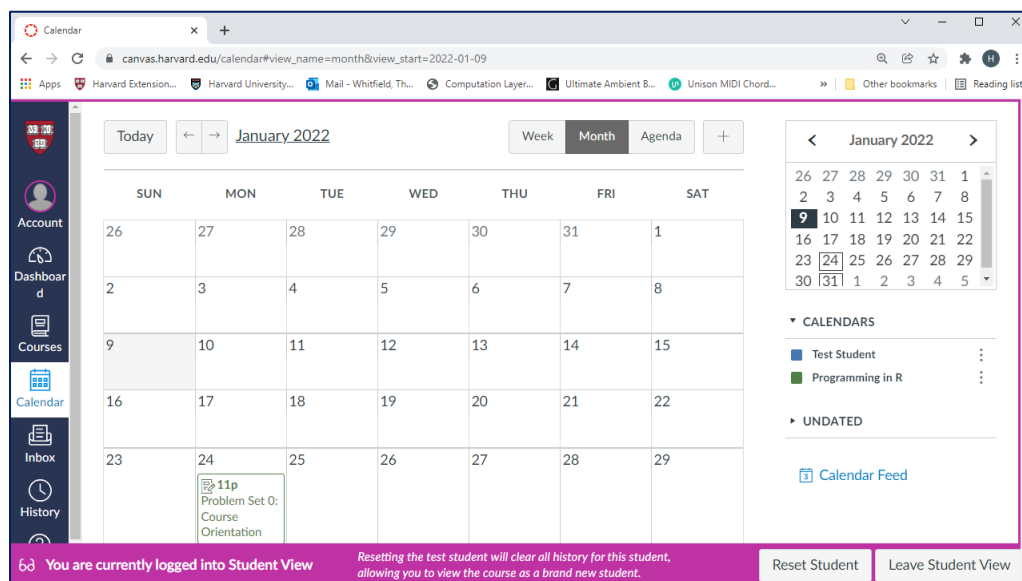
The **Calendar** icon displays a calendar with all the **course events**:



**Figure 6:** Canvas menu: Calendar icon

Take a moment to review the calendar of events for our course – you should observe that the schedule is both simple and regular.

For instance, here's the schedule of events for January:



**Figure 7:** January calendar for CSCI E-5a

And here's the calendar for February:

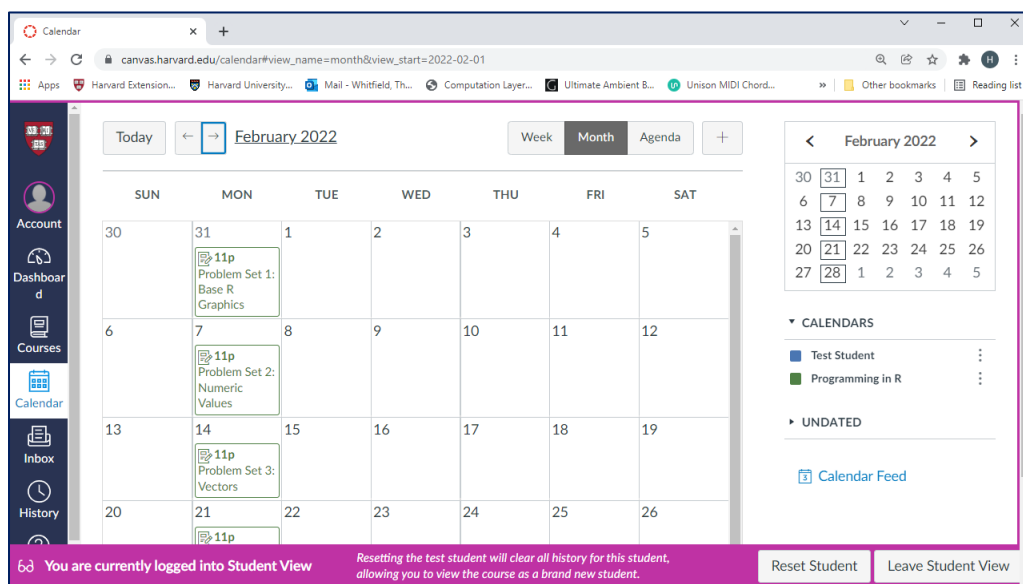


Figure 8: February calendar for CSCI E-5a

And here's the calendar for March:

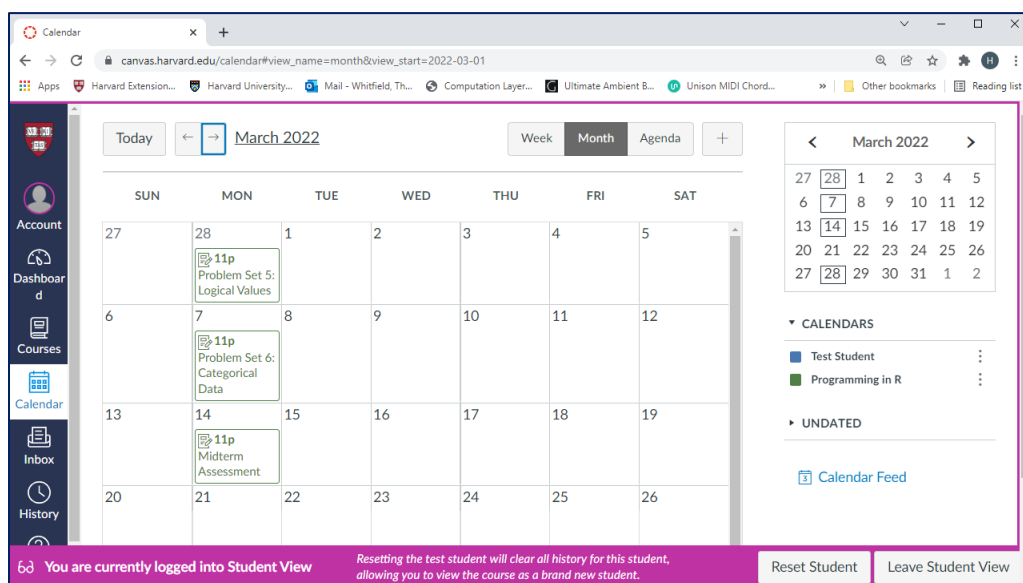
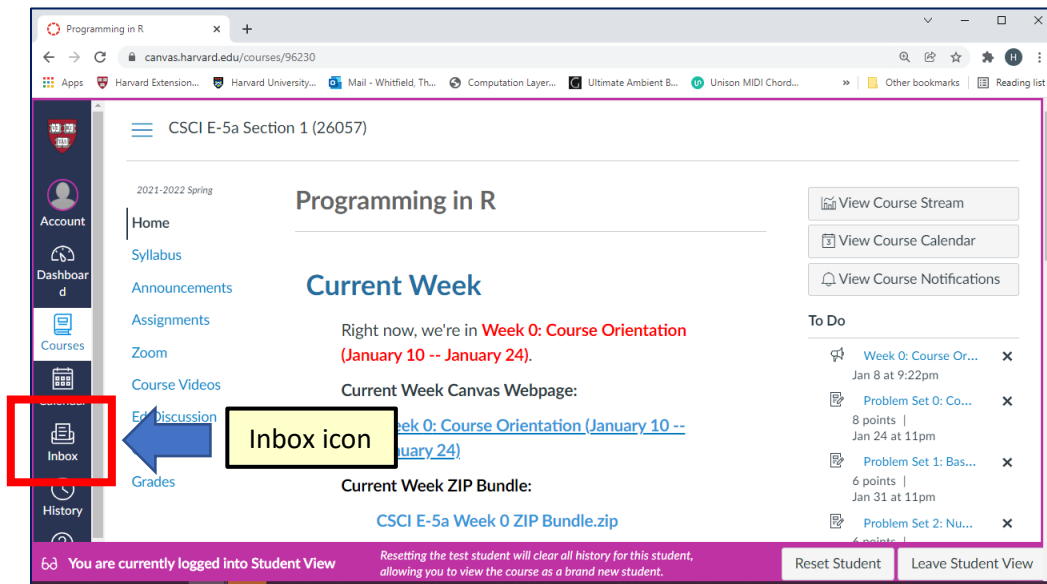


Figure 9: March calendar for CSCI E-5a

Do you notice that all assignments are due on Mondays at 11 PM? Check out the calendar and see for yourself!

Finally, near the bottom of the Canvas menu, we have the **Inbox** icon:



**Figure 10:** Canvas menu: Inbox icon

The Canvas Inbox system is the best way for you to **communicate privately with the teaching staff**, and in fact it's so important that we'll study it in detail in Section 6 of this module. For now, just be aware that you access the Canvas Inbox system by using the icon near the bottom of the left-hand Canvas menu bar.

We won't use the Canvas menu bar very often in our course – after all, it's intended for system-level control and navigation, whereas we will always be working in the CSCI E-5a course website. However, it's useful to know about the capabilities of the Canvas menu bar, and the Canvas Inbox tool is very useful.

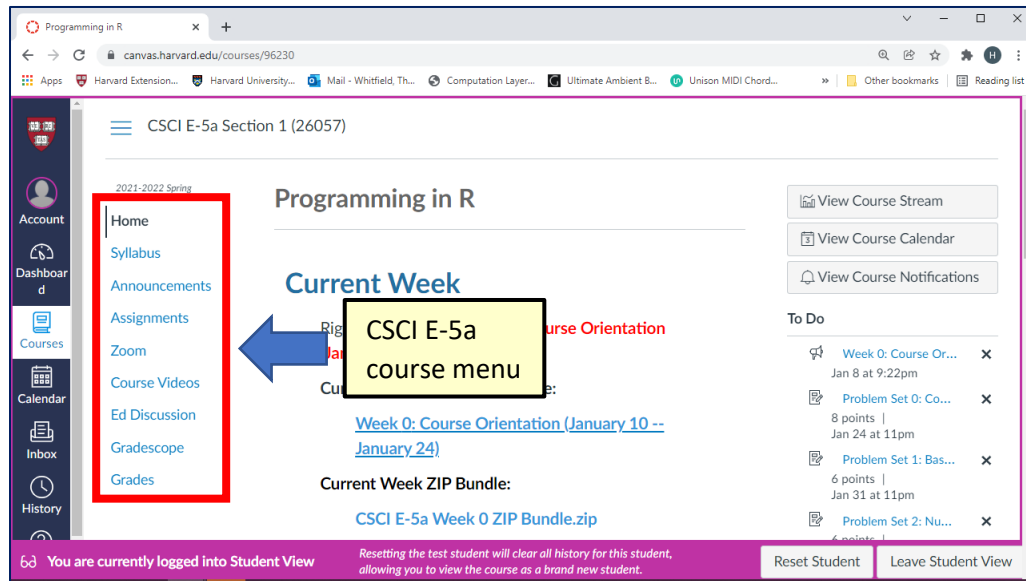
So that's the Canvas menu. Now let's study the CSCI E-5a course menu.

## Section 2: The Course Menu

**Main Idea:** *We can navigate through the CSCI E-5a Canvas course website by using the course menu.*

In this section, we'll study the **Course menu**.

The CSCI E-5a Course menu is the second-most left vertical menu bar, to the immediate right of the Canvas menu:



**Figure 11:** CSCI E-5a course menu

In Figure 11, we are starting from the CSCI E-5a Home page, so the Home item at the top of the menu is highlighted.

A link to the Syllabus page is second from the top of the course menu:



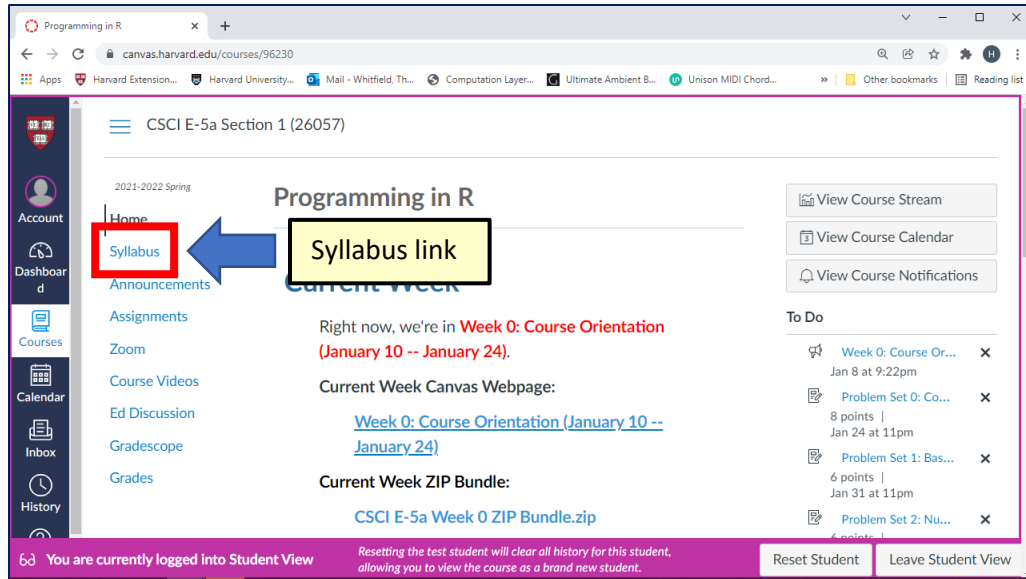


Figure 12: CSCI E-5a course menu: Syllabus link

Clicking on this link will transfer you to the Syllabus page:

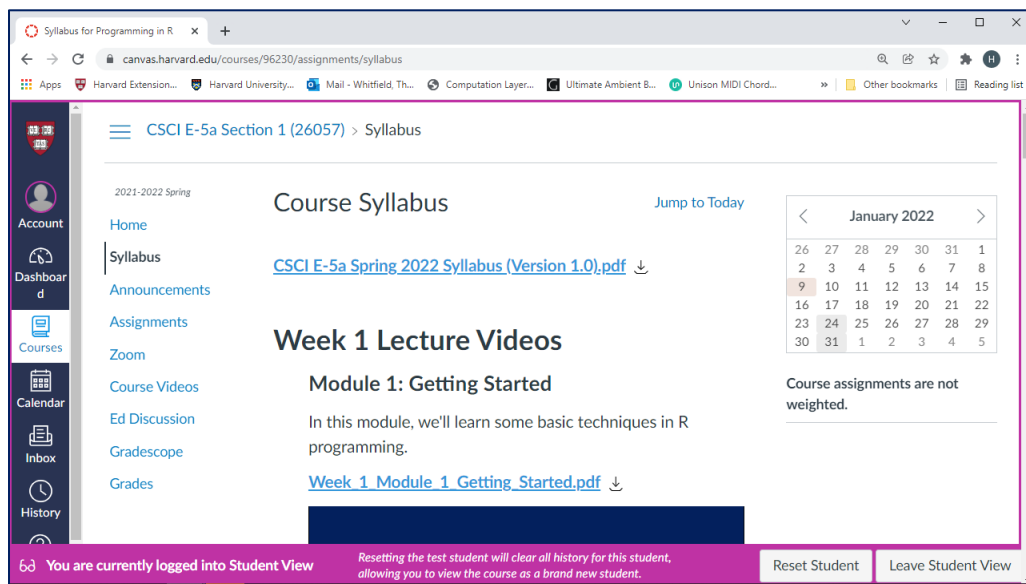
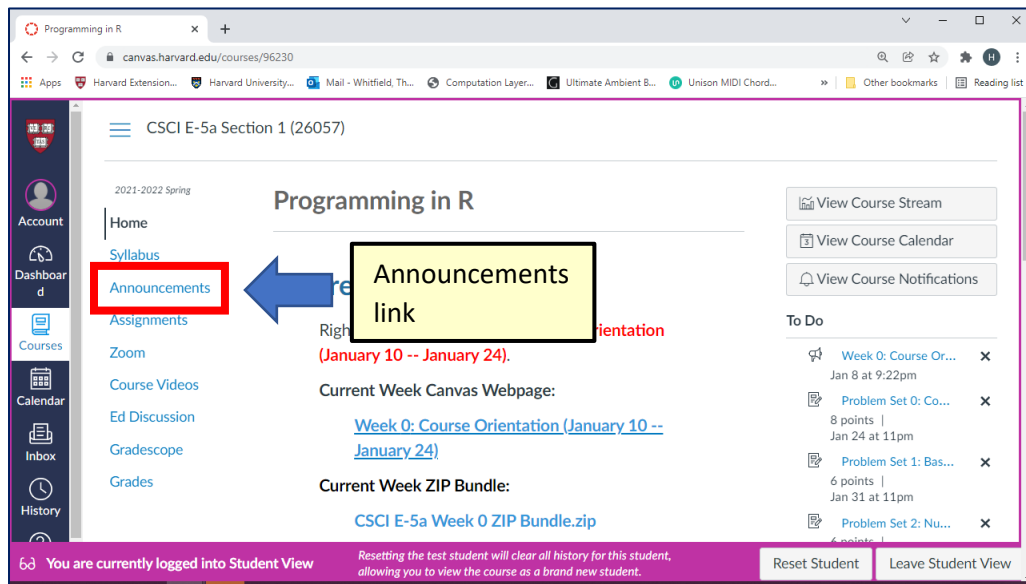


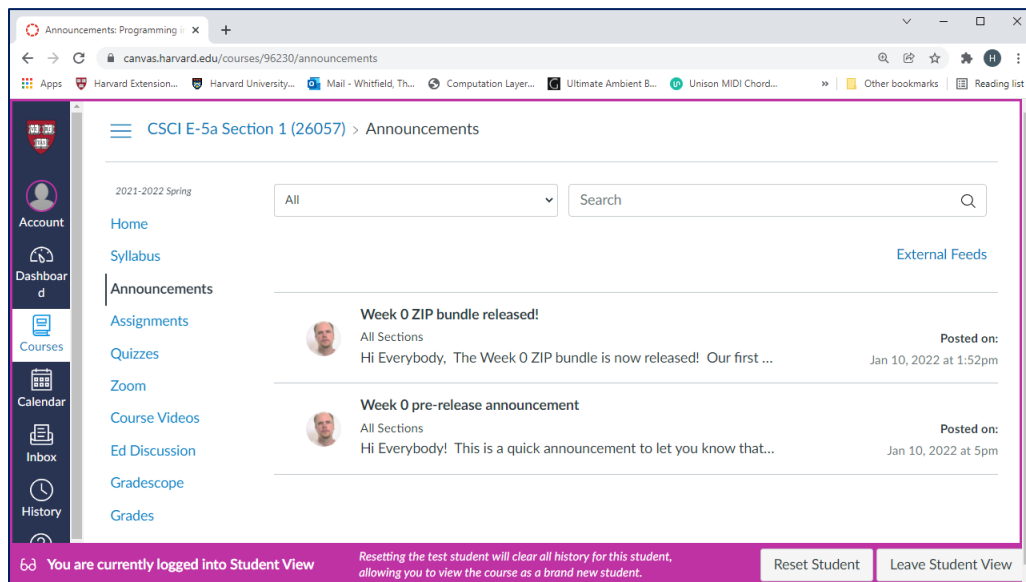
Figure 13: Syllabus page

The third link from the top of the course menu bar is for Announcements:



**Figure 14:** CSCI E-5a course menu: Announcements link

When you click on this link, you'll see all the course announcements that have been posted:



**Figure 15:** Announcements page: list of announcements

If you click on the announcement “Week 0 ZIP bundle released!”, you’ll see the full text of the announcement:

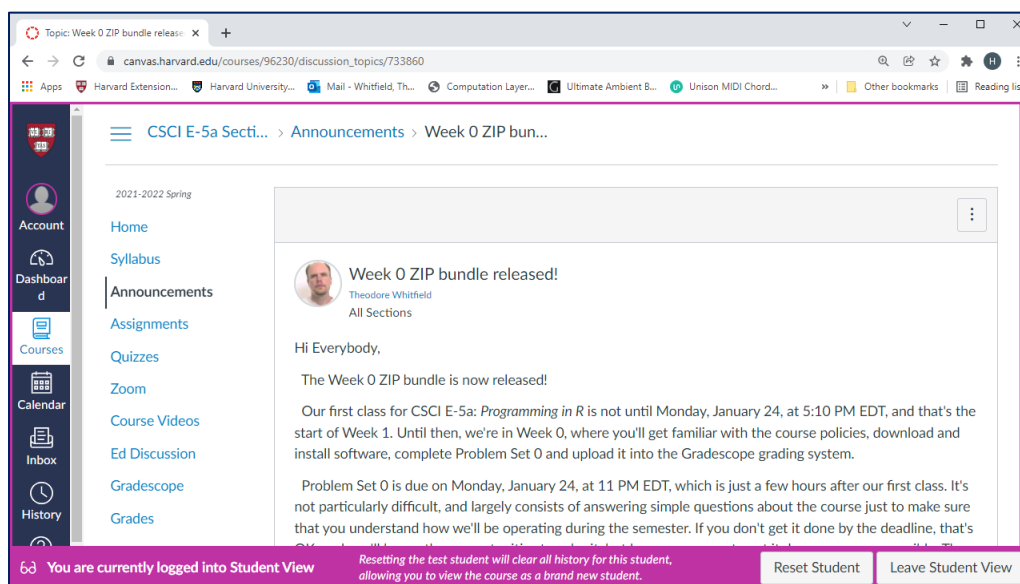


Figure 16: Text of announcement

Notice that if you scroll down to the bottom of this message, you’ll see a download link for the Week 0 ZIP bundle:

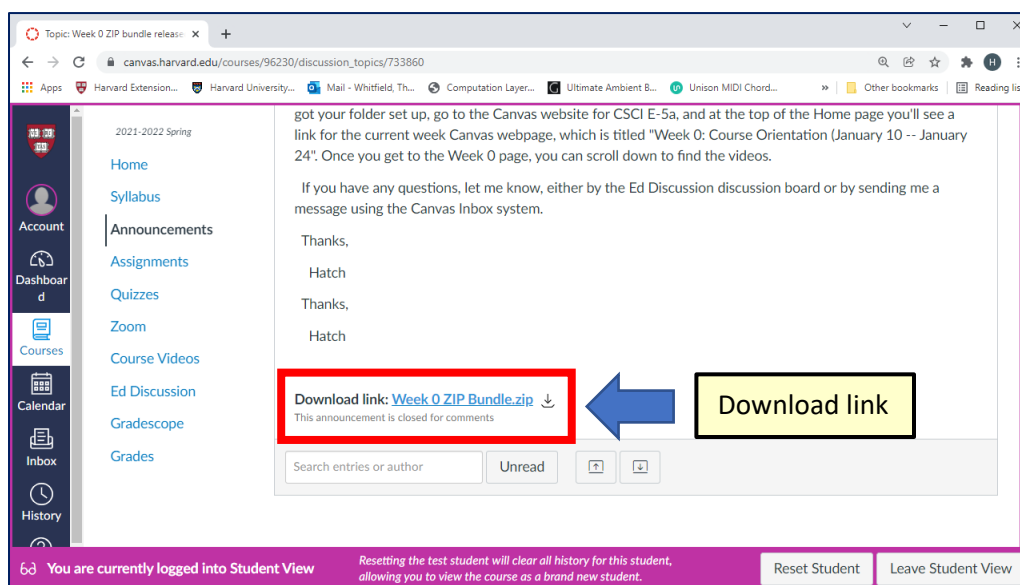
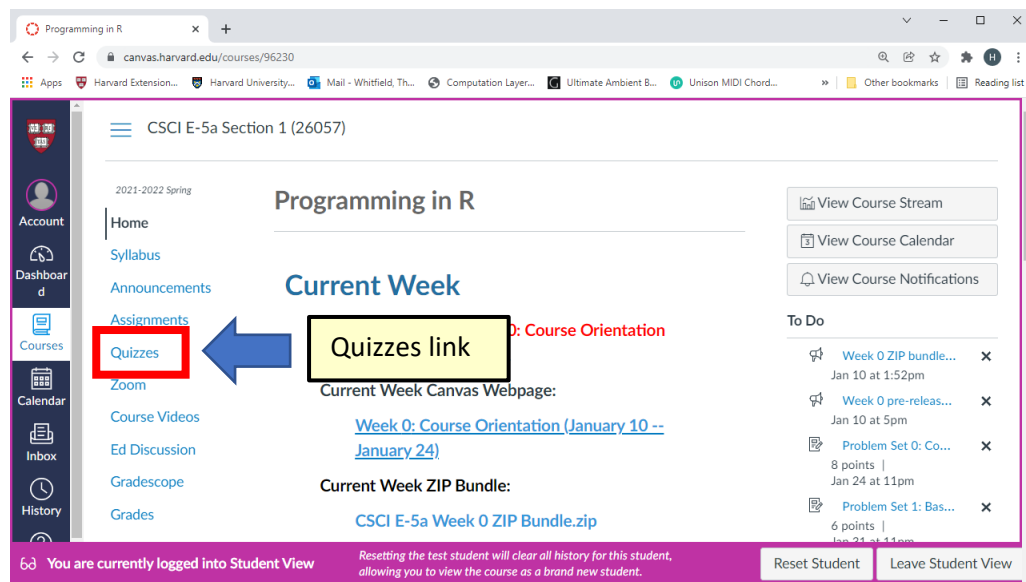


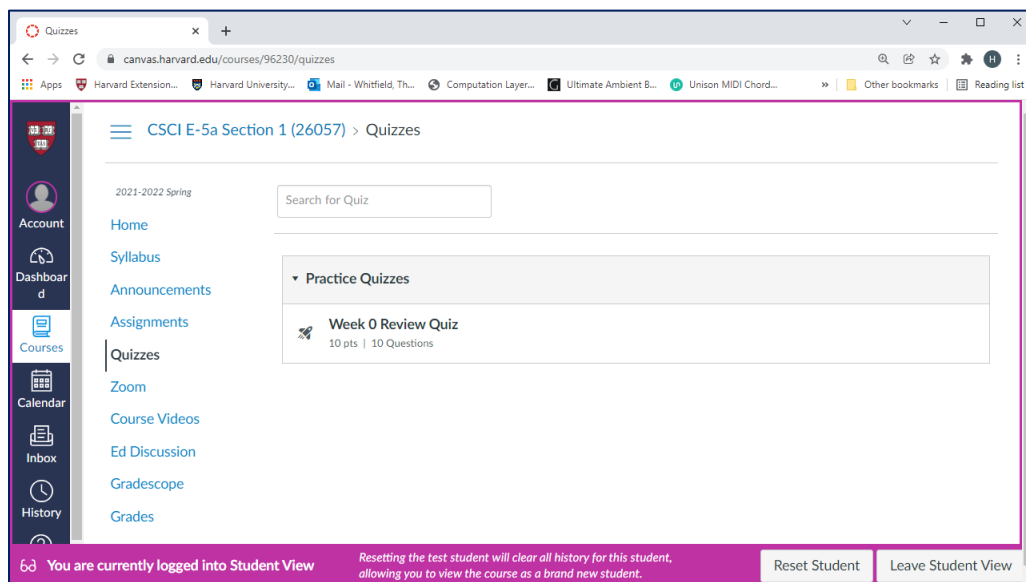
Figure 17: Download link in announcement

The fifth link from the top of CSCI E-5a course menu is for the Quizzes page:



**Figure 18:** Quizzes page link

The Quizzes page lists all the released review quizzes that you can use to practice:



**Figure 19:** Quizzes page

The fifth link from the top of the course menu is for the Zoom page:

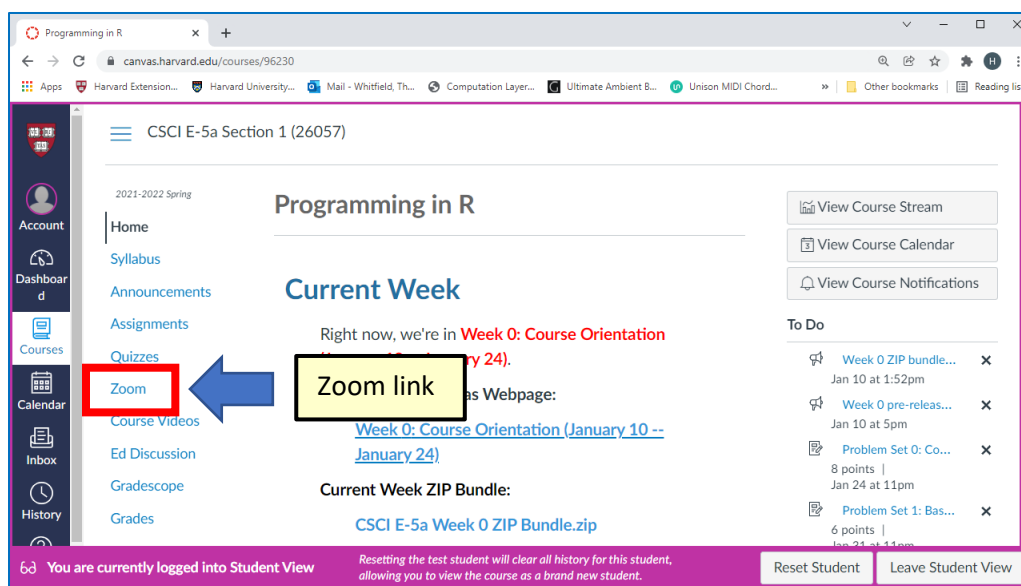


Figure 20: Zoom page link

The Zoom page contains the link for joining the Zoom sessions, which enables you to join our Monday night Zoom web conference sessions:

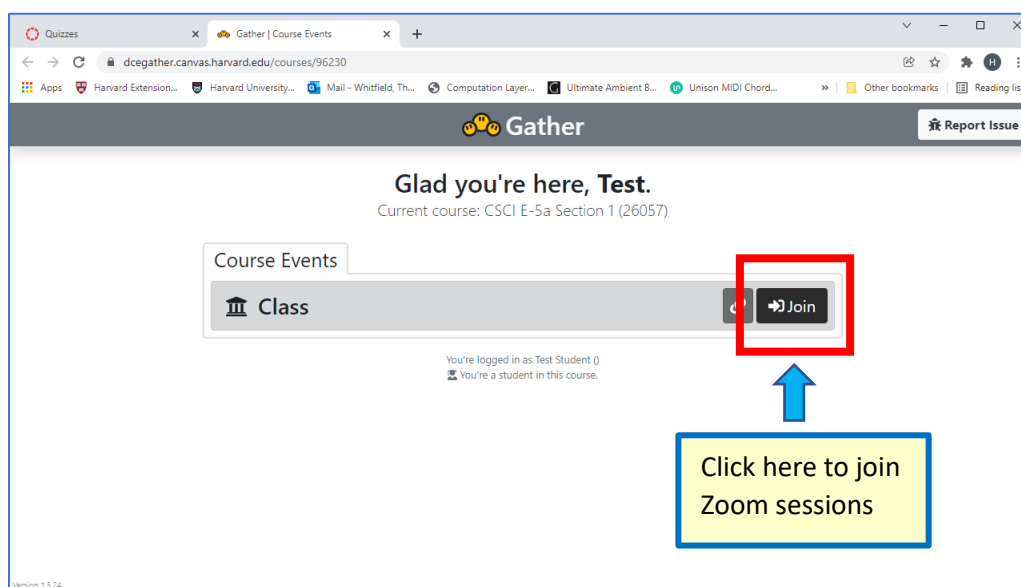


Figure 21: Zoom page

The sixth link from the top of the course menu is for the Course Videos page:

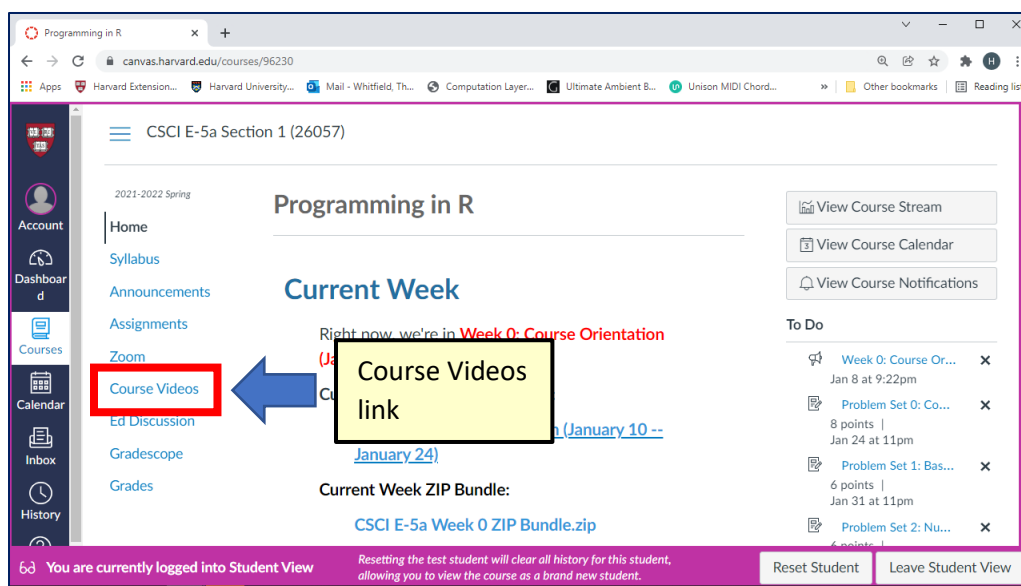


Figure 22: Course Videos link

In the Course Videos page, you'll be able to watch the recordings of the Zoom sessions on demand:

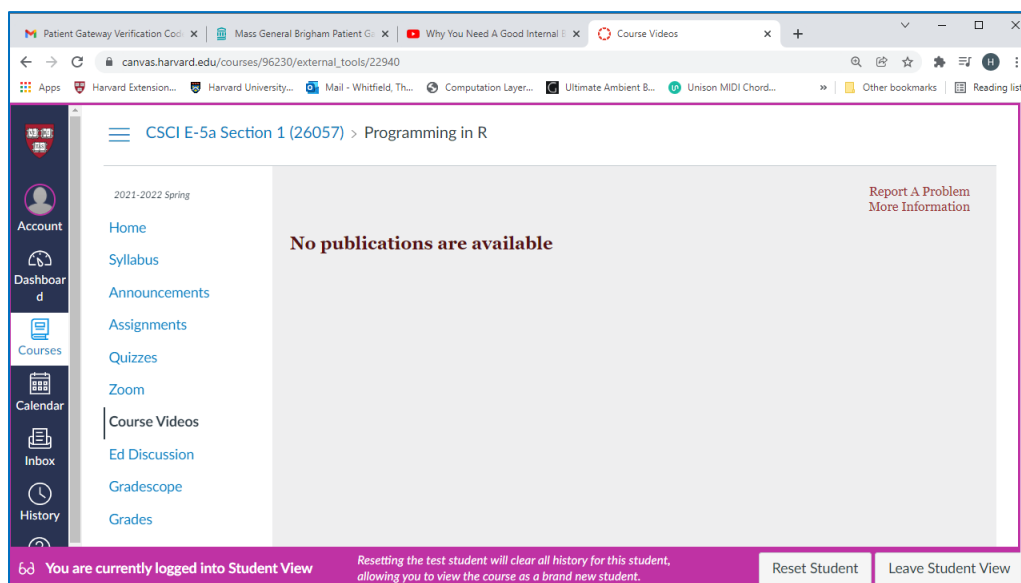
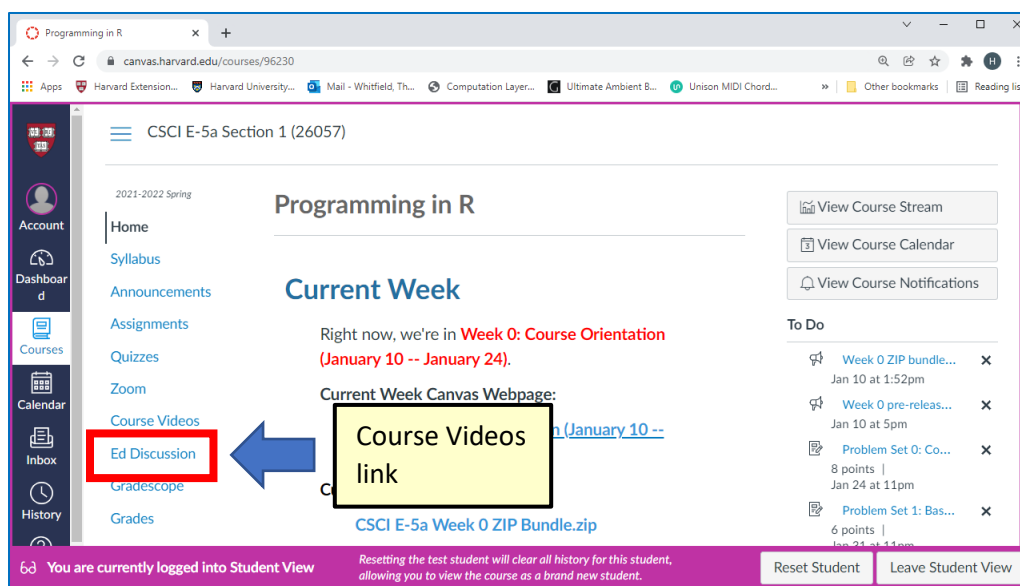


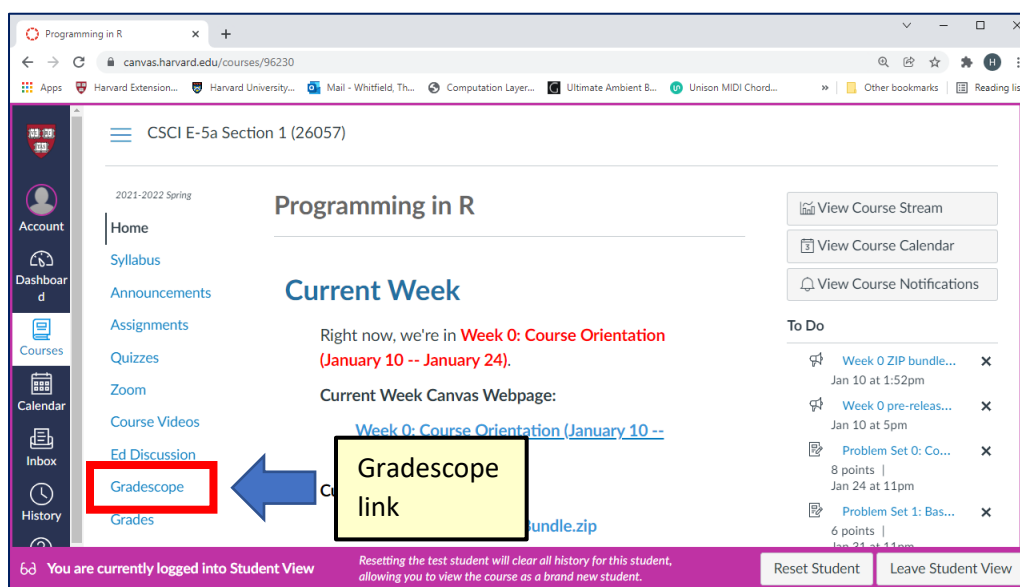
Figure 23: Course Videos page

Next is the link for the Ed Discussion board, which we'll explore in detail in Section 5 of this module:



**Figure 24:** Ed Discussion link

Second from the bottom of the course menu is the link for the Gradescope grading system, which we'll explore in Module 6: Gradescope and Canvas Grades.



**Figure 25:** Gradescope link

Finally, at the very bottom of the course menu is the link for the Canvas Grades page, which we'll explore in Module 6: Gradescope and Canvas Grades:

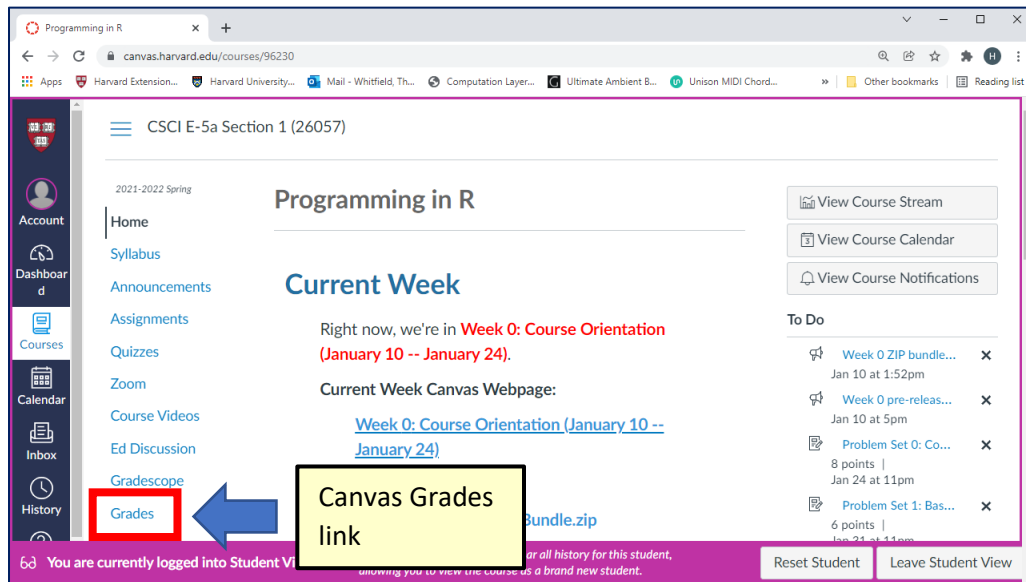


Figure 26: Canvas Grades link



## Section 3: CSCI E-5a Canvas Home Page

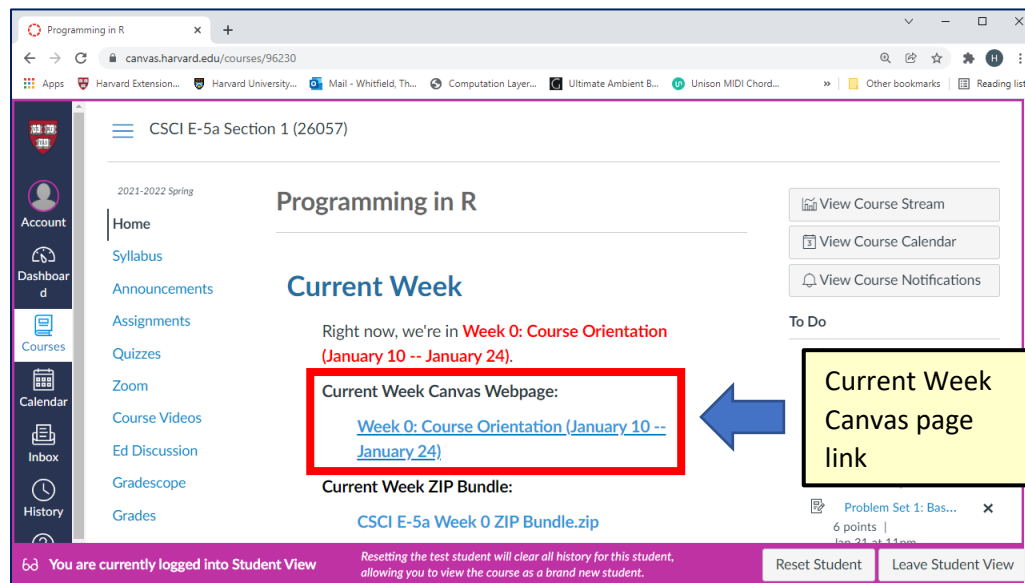
**Main Idea:** *We can explore the structure of the CSCI E-5a Canvas Home page.*

In this section, we'll study the structure of the CSCI E-5a Canvas Home page.

The Canvas **Home** page contains links for the content for the current week, the complete problem set solutions ZIP bundle, and the individual weeks pages.

The **top** part of the Canvas **Home** page is dedicated to the **current week**, and this will be updated each week as we progress through the course.

The **first link** at the top of the Canvas Home page is for the **current week page**:



**Figure 27:** Current Week Canvas page link

The **second link** from the top of the Canvas Home page is a download link for the **current week ZIP bundle**:

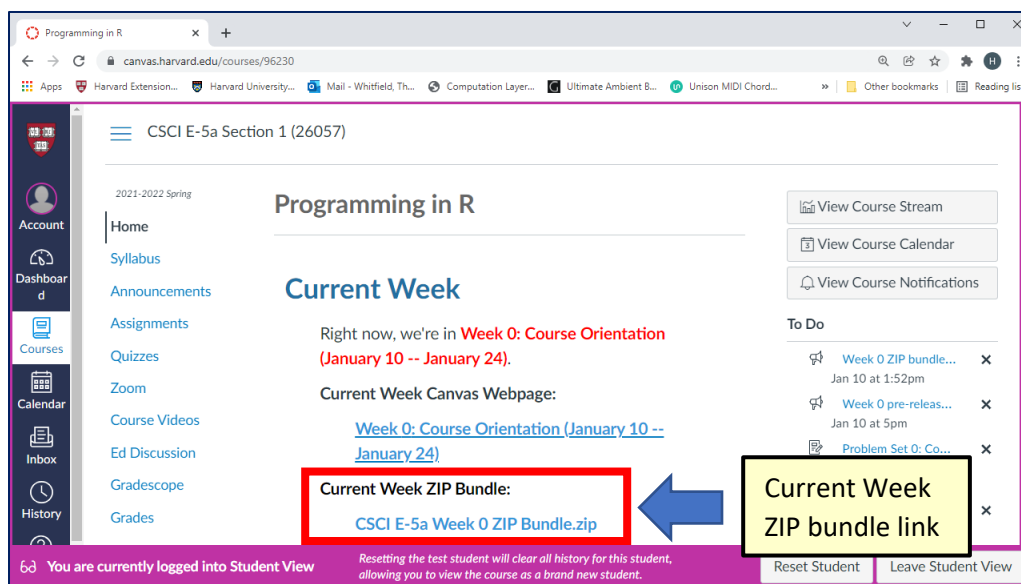


Figure 28: Current Week ZIP bundle download link

Scrolling down, the **third link** from the top is the download link for the **complete problem sets solutions ZIP bundle**:

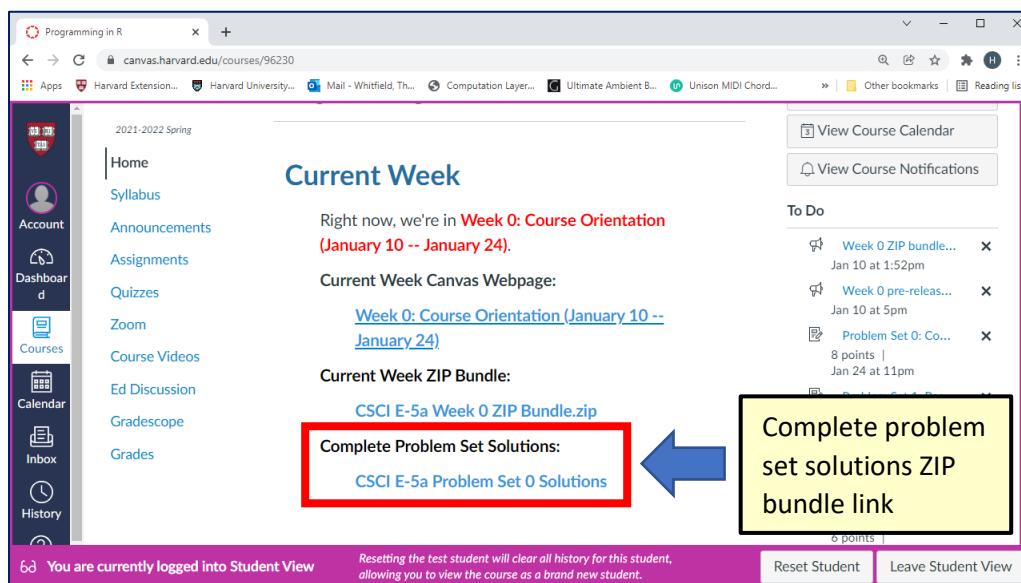
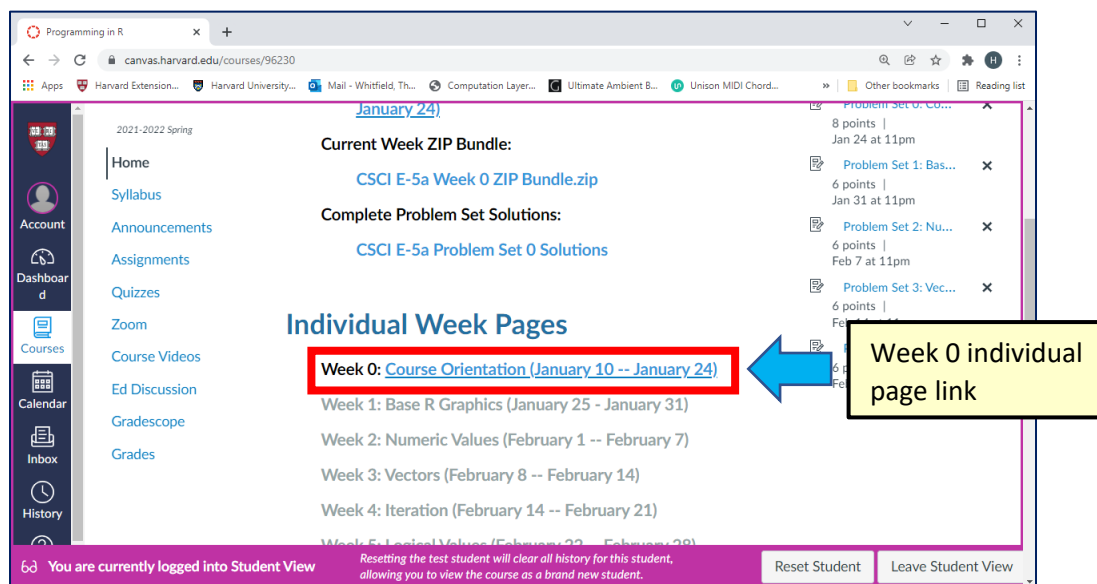


Figure 29: Complete problem set solutions ZIP bundle link

When you scroll down further, you'll see the **second** half of the Canvas **Home** page, which has links to the **pages** that are **dedicated to each individual week**:



**Figure 30:** Week 0 individual page link

So that's the structure of the Canvas Home page.

Now let's explore the content for an individual week page.

## Section 4: Individual Week Pages

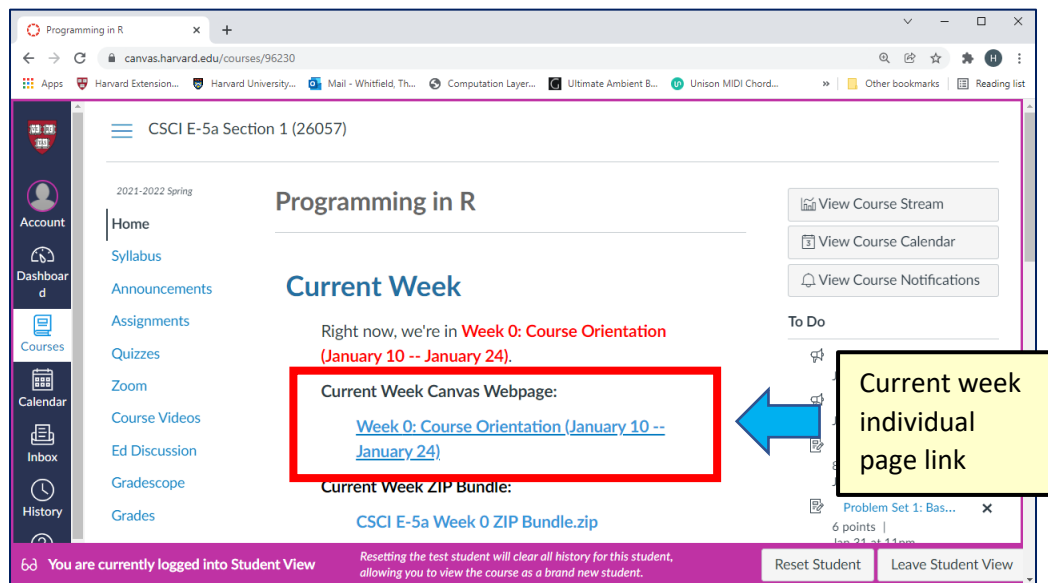
**Main Idea:** *We can explore the structure of individual week page.*

In this section, we'll study the structure of the individual week page.

Each week has its own dedicated page, called an "individual week page". During Week 0: Course Orientation, we can navigate to the Week 0 individual week page by two methods:

- We can click on the link for the current week individual page at the top of the Home page.
- We can scroll down and click on the link for the Week 0 individual week page in the lower section of the Home page.

Let's click on the link at the top of the Home page:



**Figure 31:** Current week individual page link

This will link to the Week 0: Course Orientation individual page:

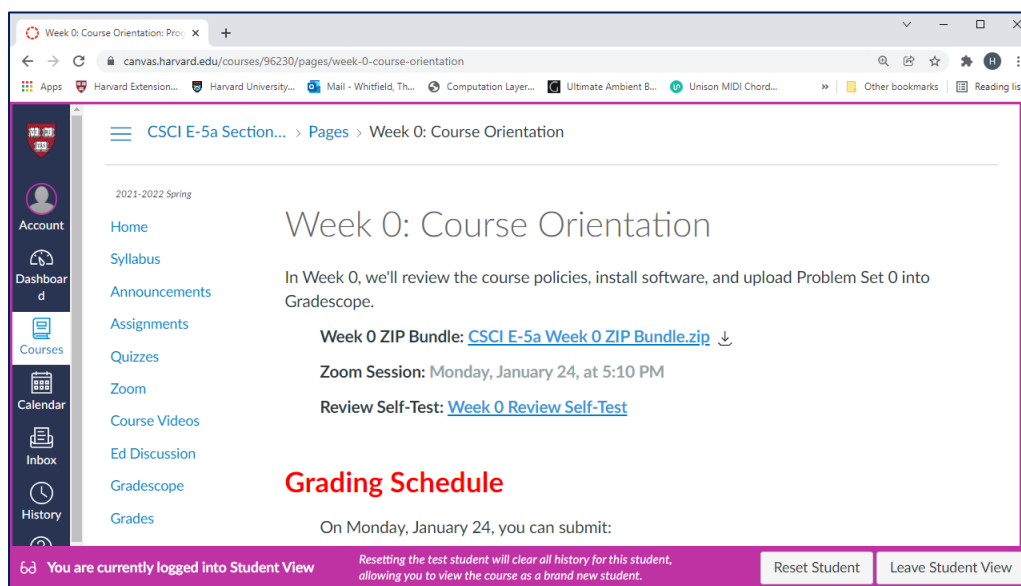


Figure 32: Week 0: Course Orientation individual page

At the top of this page is a download link for the Week 0 ZIP bundle:

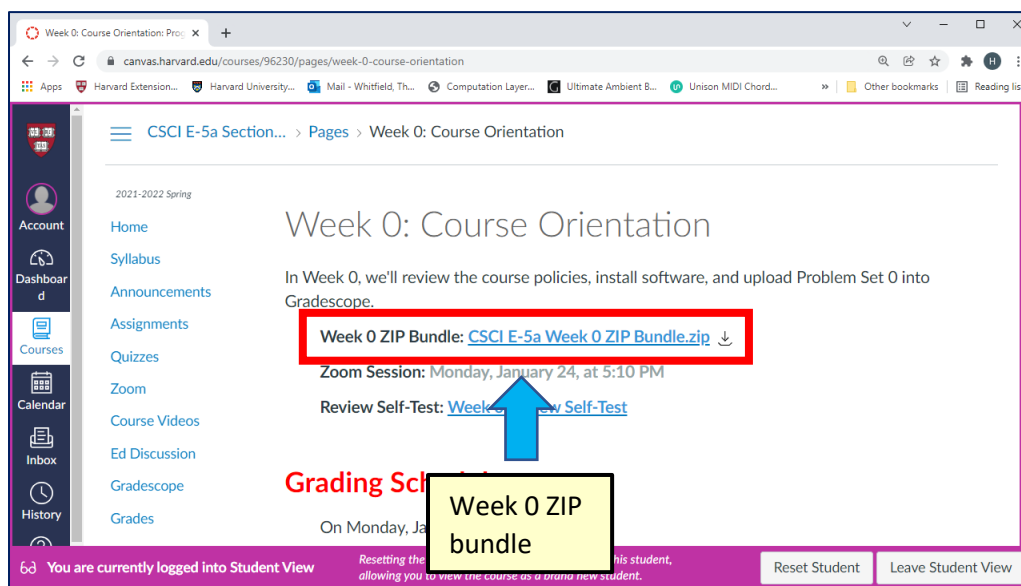


Figure 33: Week 0 ZIP bundle link

Second from the top is a link to the Zoom session for the week:

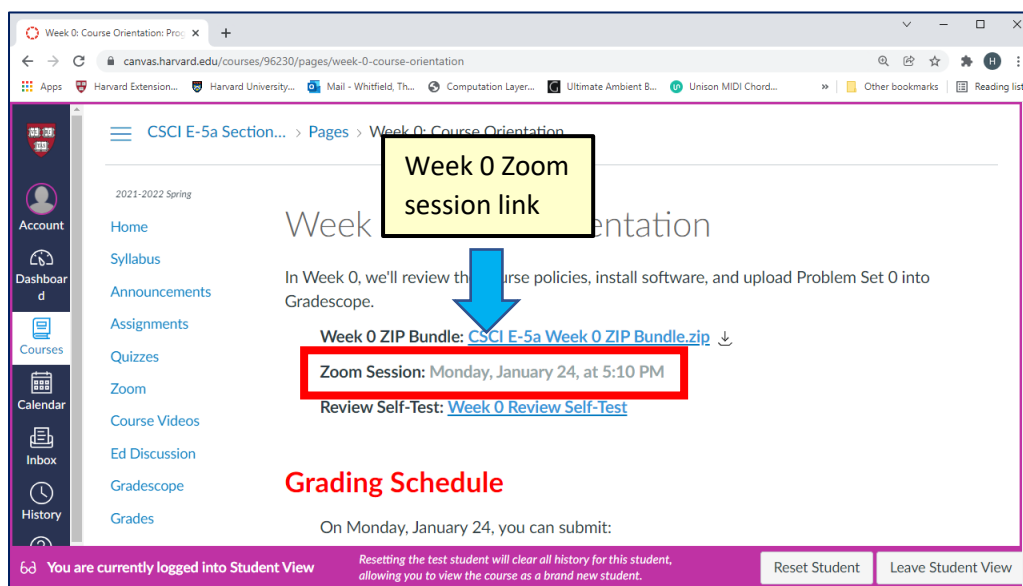


Figure 34: Week 0 Zoom session link

Third from the top is a link for the review self-test for the week:

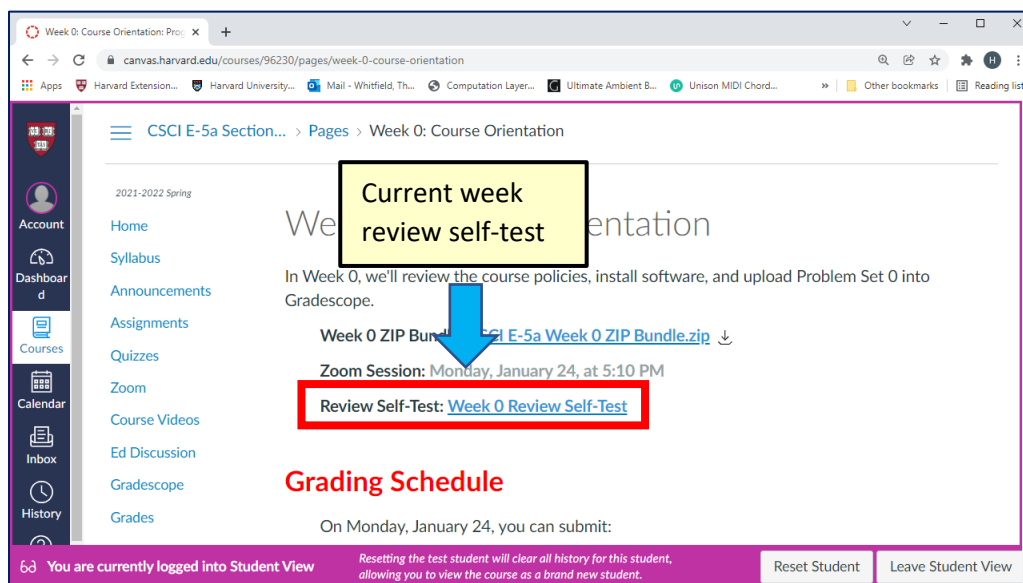


Figure 35: Week 0 review self-test link

Scrolling down the page, you can find the grading schedule for the week:

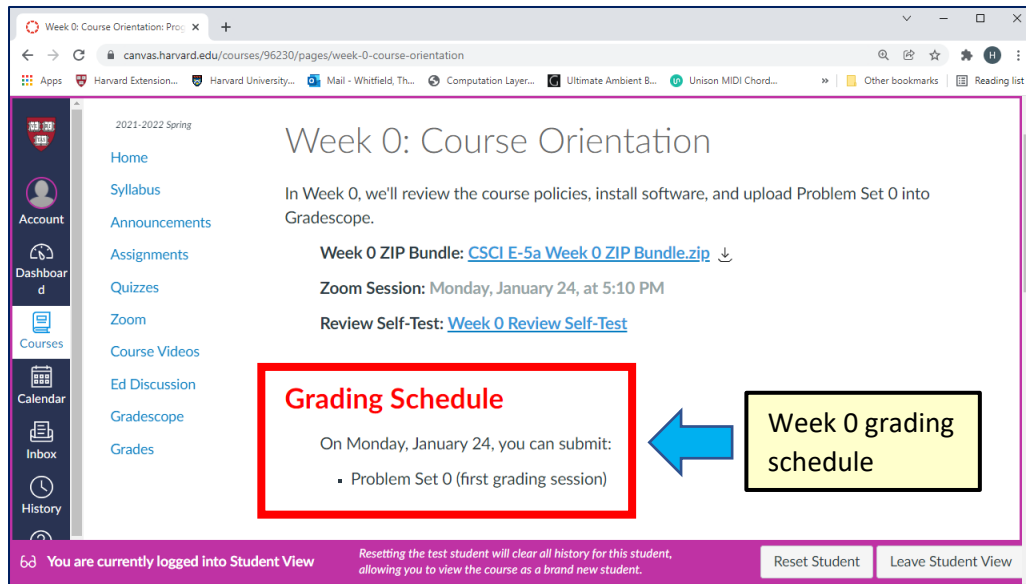


Figure 36: Week 0 Grading schedule

Scrolling a little more, you can find the videos for the week:

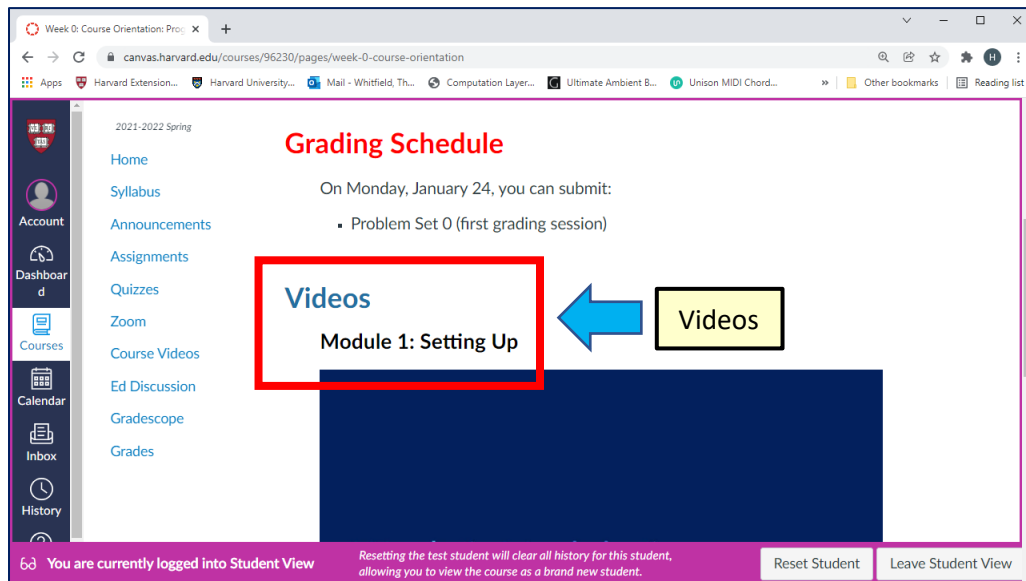


Figure 37: Week 0 videos

So that's the structure of an individual unit page.

Now let's explore the Ed Discussion board.

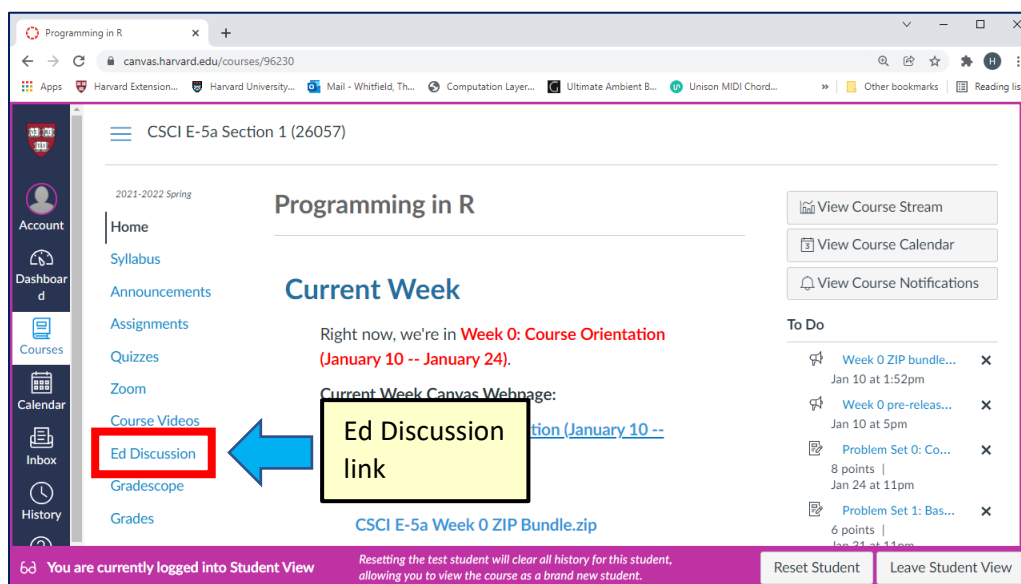
## Section 5: Ed Discussion

**Main Idea:** *We can use the Ed Discussion board for posts and public discussions*

In this section, we'll see how to use the Ed Discussion board for posts and public discussions.

Before we get started, note that I don't have a Student View option for Ed Discussion like I do for Canvas, so what you see on your screen may look different from the figures in this document.

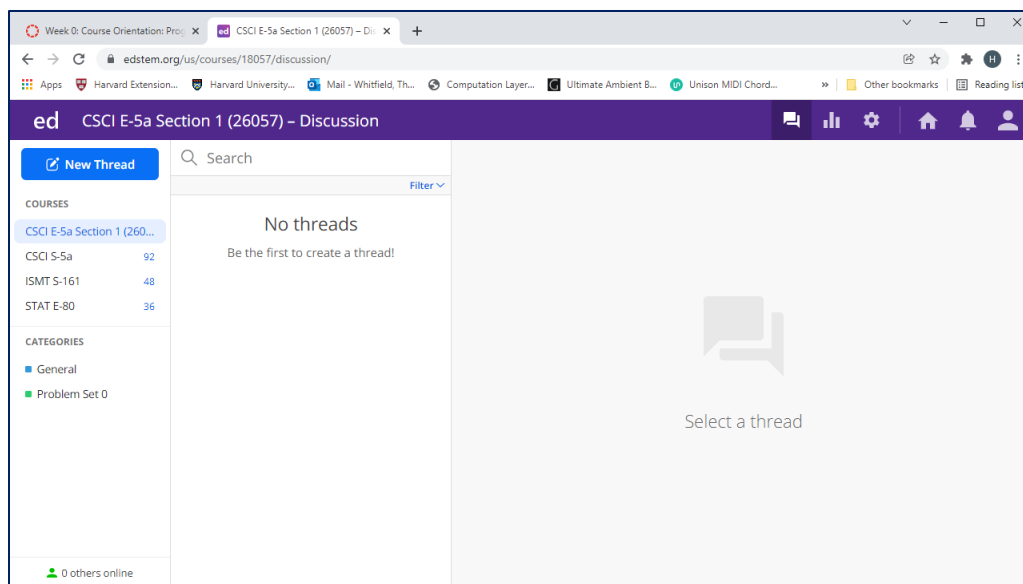
Recall that the link for the Ed Discussion board is third from the bottom of the course menu:



**Figure 38:** Ed Discussion link

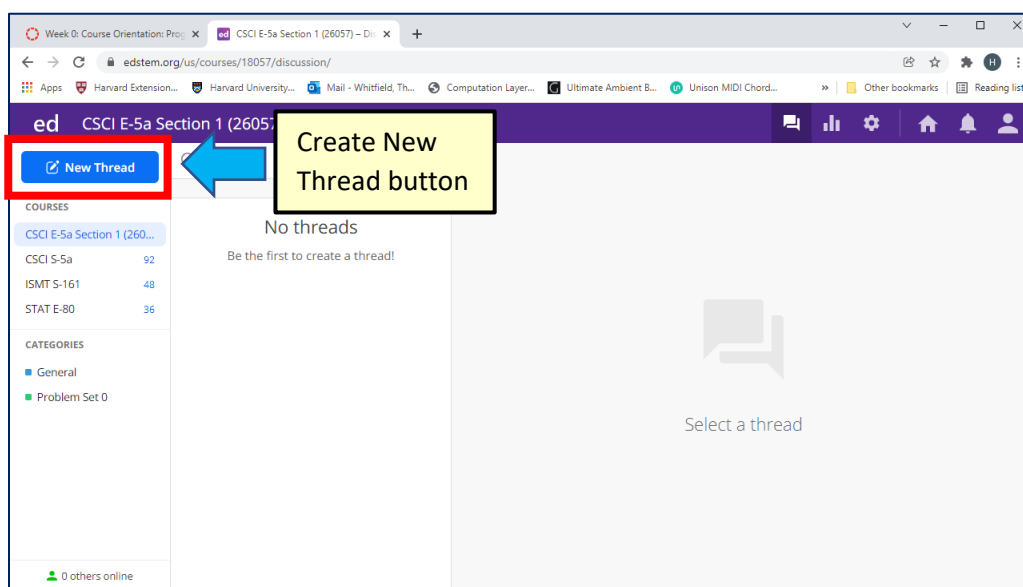


First, let's start from the Ed Discussion main page:



**Figure 39:** Ed Discussion main page

Let's create a new thread. To do this, go to the upper left-hand corner of the display, where the “New Thread” button is located:



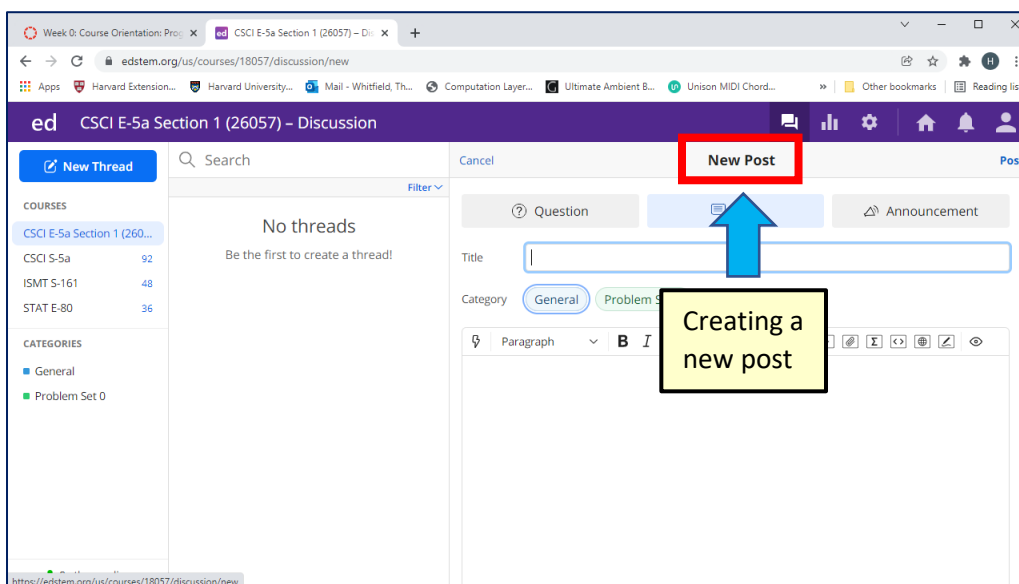
**Figure 40:** New Thread button

As a student, you can create two kinds of **threads**:

- A **post**, which is something that you want to share with the CSCI E-5a community, and are not necessarily looking for a response.
- A **question**, which is something for which you want a response.

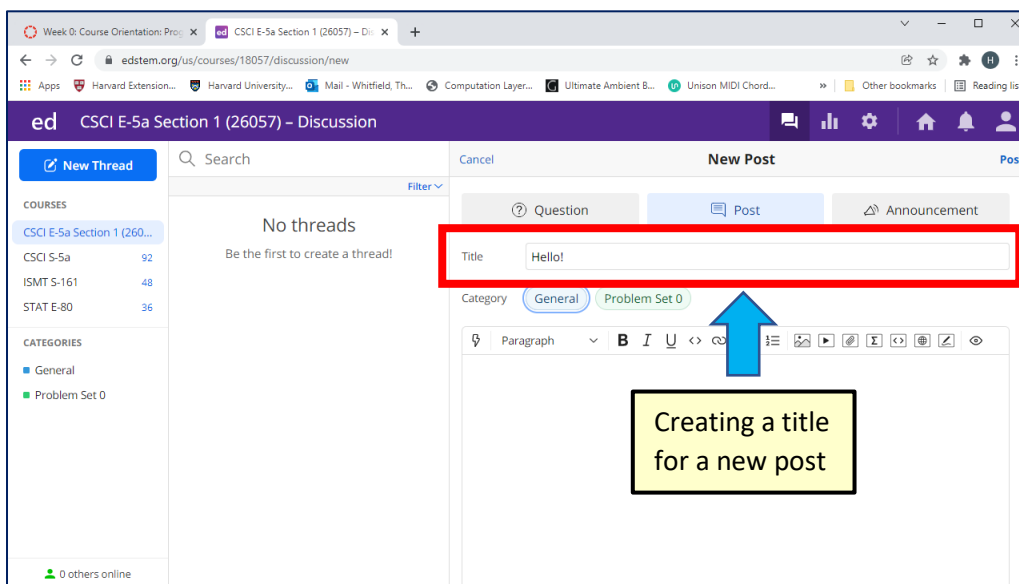
The advantage to posting a question is that the **teaching staff can monitor and track questions**, and we can filter to find unanswered questions.

Let's click on the New Thread button. Notice that when you create a new thread, by default it will be a post:



**Figure 41:** Creating a new post

Now let's create a title for this post:



**Figure 42:** Specifying a title for the new post

Next, we'll select a category for the post:

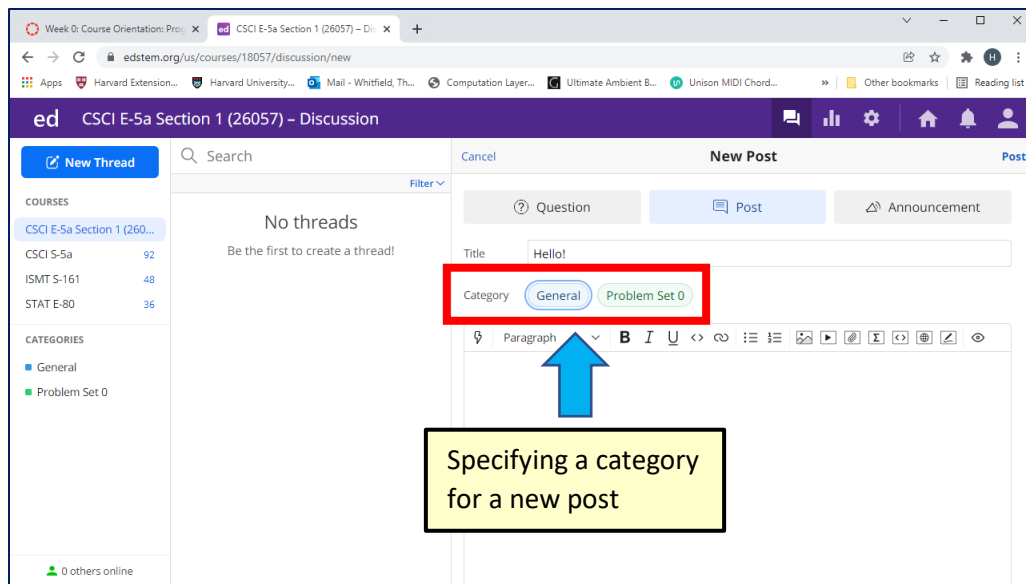


Figure 43: Specifying a category for a new post

And now let's type in the text of the post:

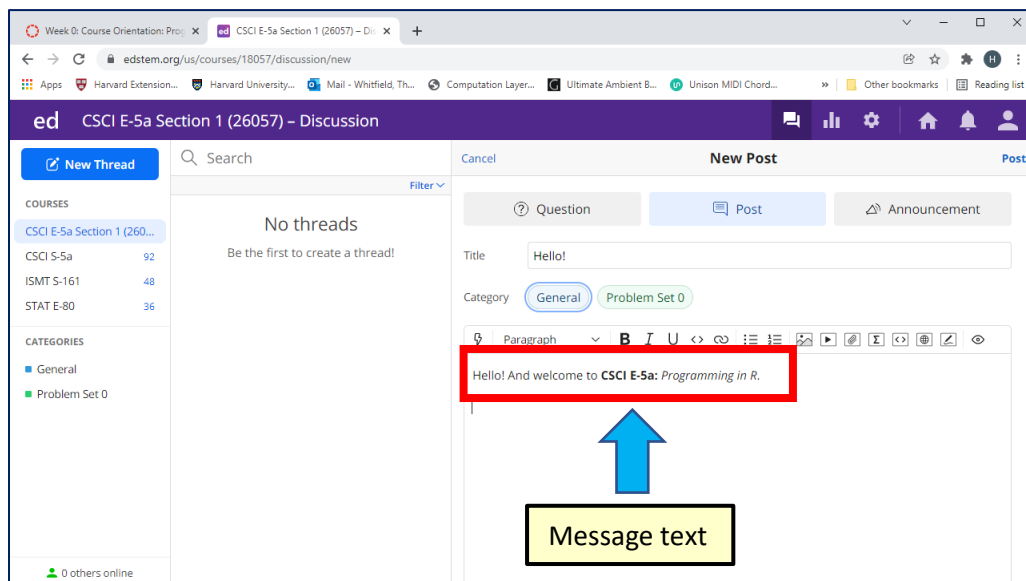


Figure 44: Message text

When you've finished writing, you can post this to the discussion board by clicking on the "Post" icon in the upper right-hand corner:

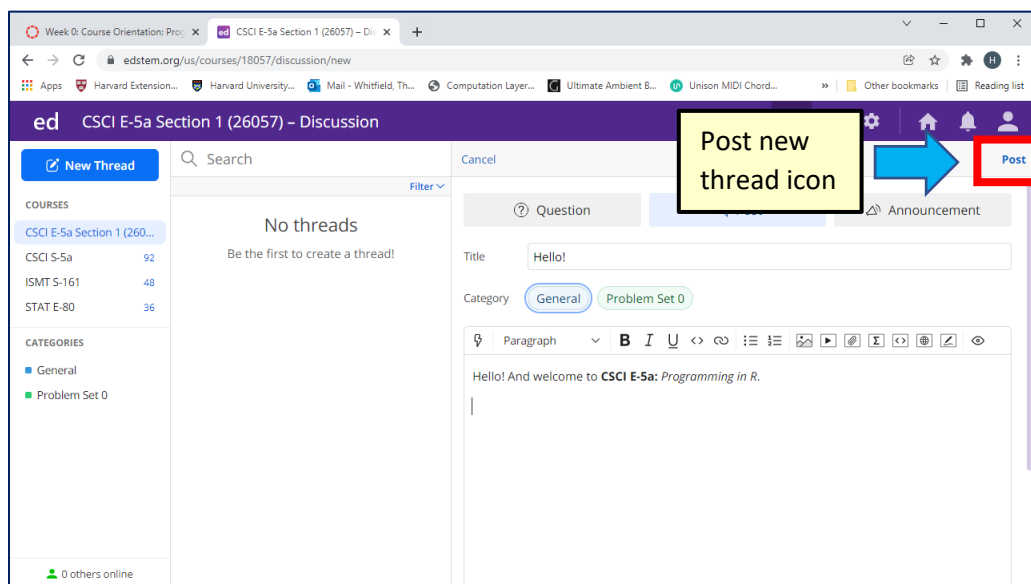


Figure 45: Posting a new thread

And now the thread is posted to the discussion board:

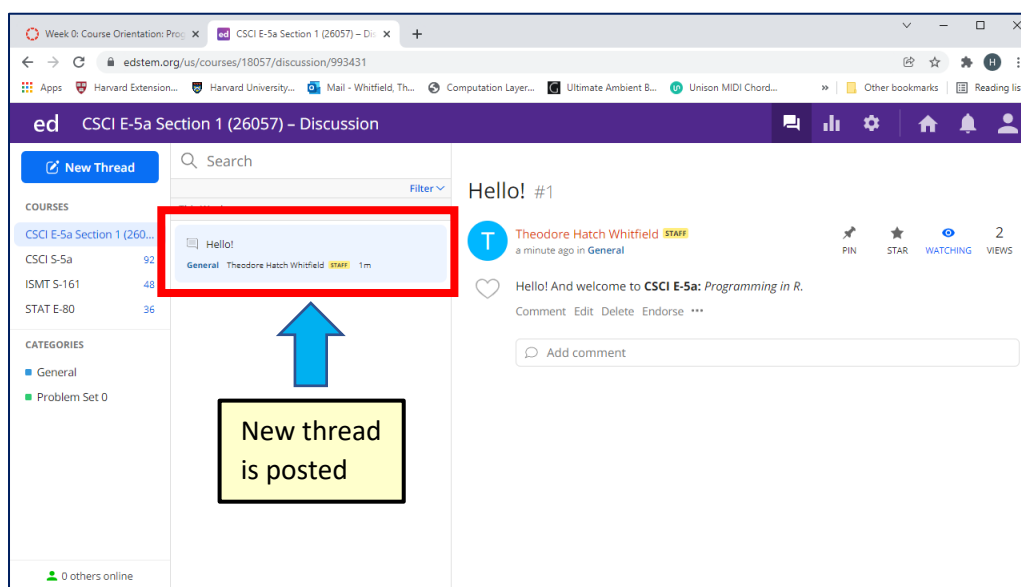
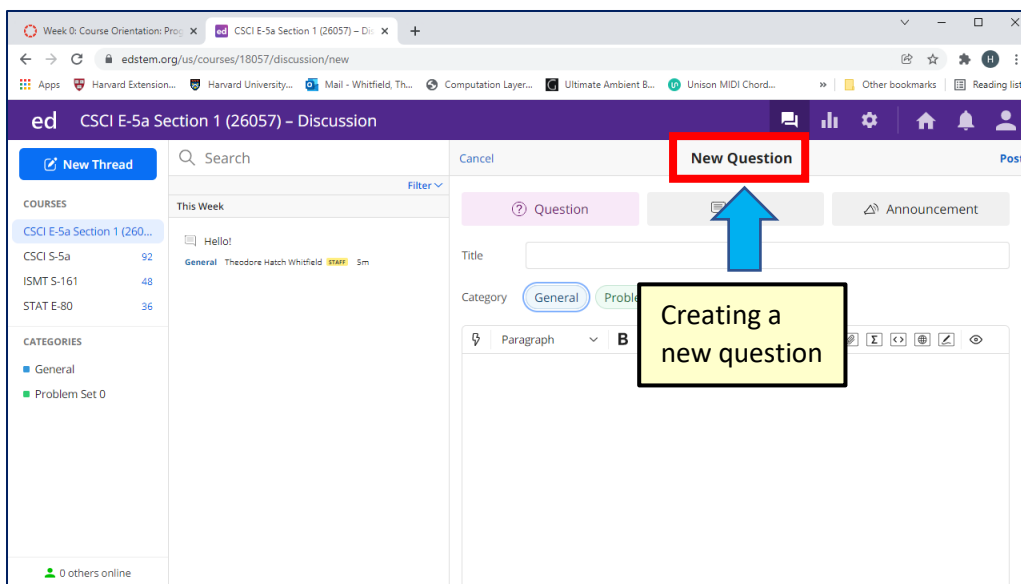


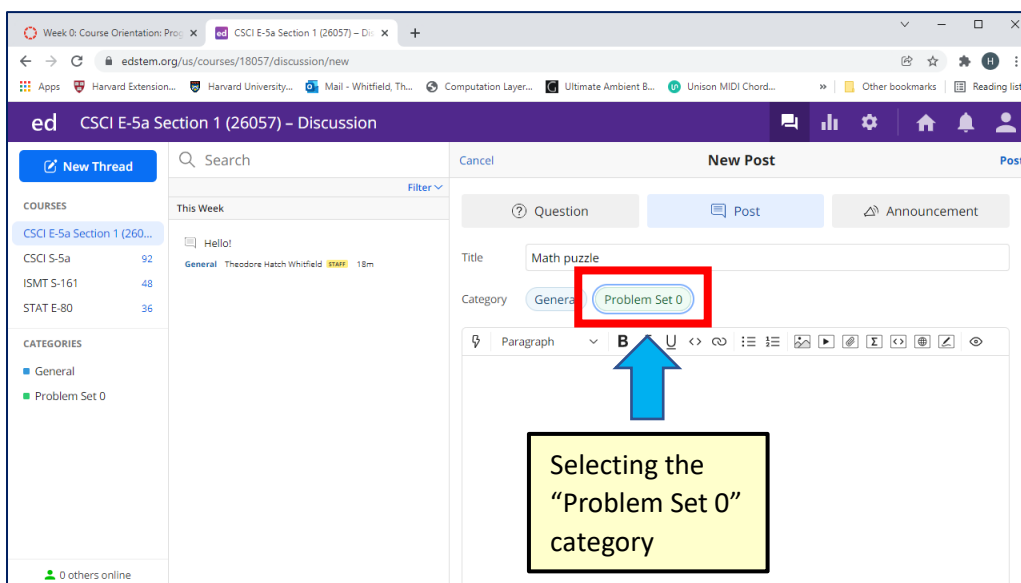
Figure 46: New thread is posted

Let's try this again, but now when we create a new thread we'll select this to be a Question thread:



**Figure 47:** Creating a new question

This time, let's select the category Problem Set 0:



**Figure 48:** Selecting the "Problem Set 0" category

Now we can type in our question:

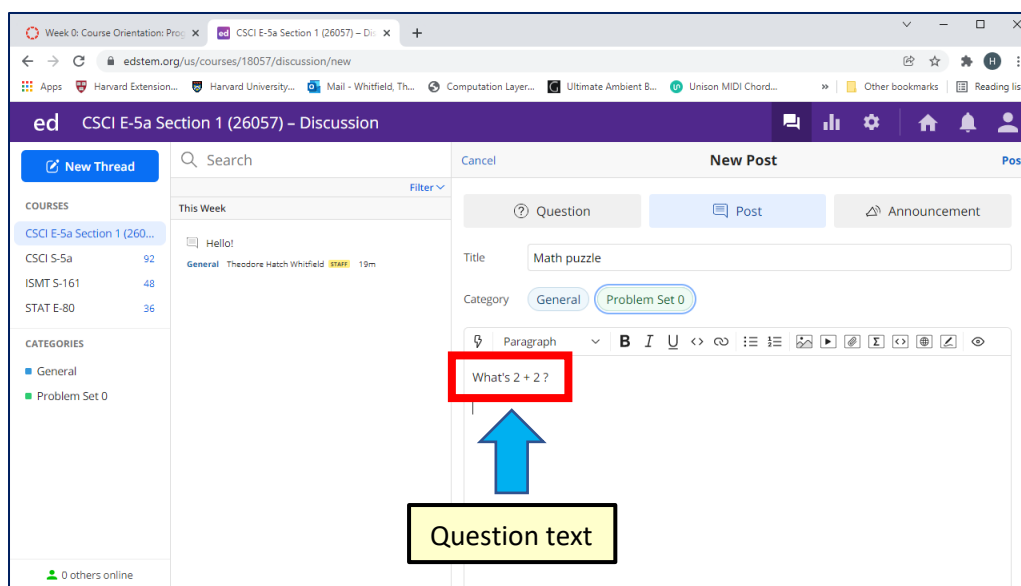


Figure 49: Typing in the question text

Finally, we can post this thread:

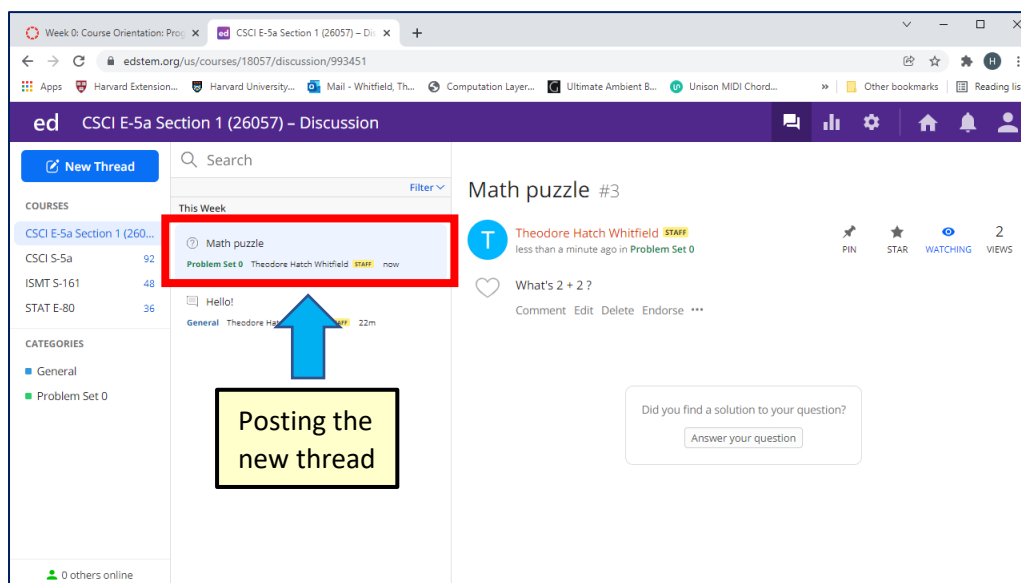
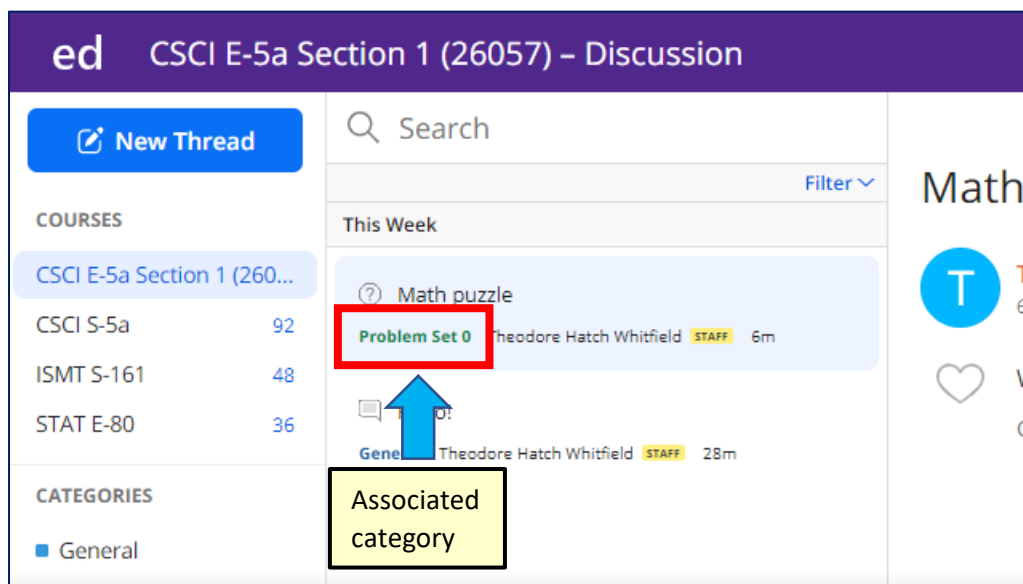


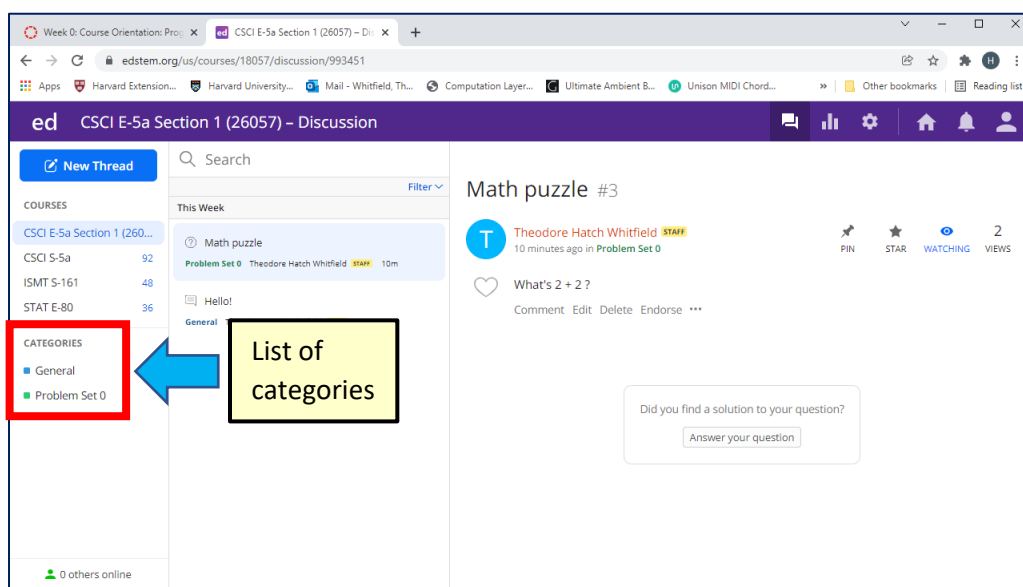
Figure 50: Posting the new thread

Notice that the entries in the list of posts each display the associated category. For instance, the post “Math puzzle” that we just created is associated with the category “Problem Set 0”:



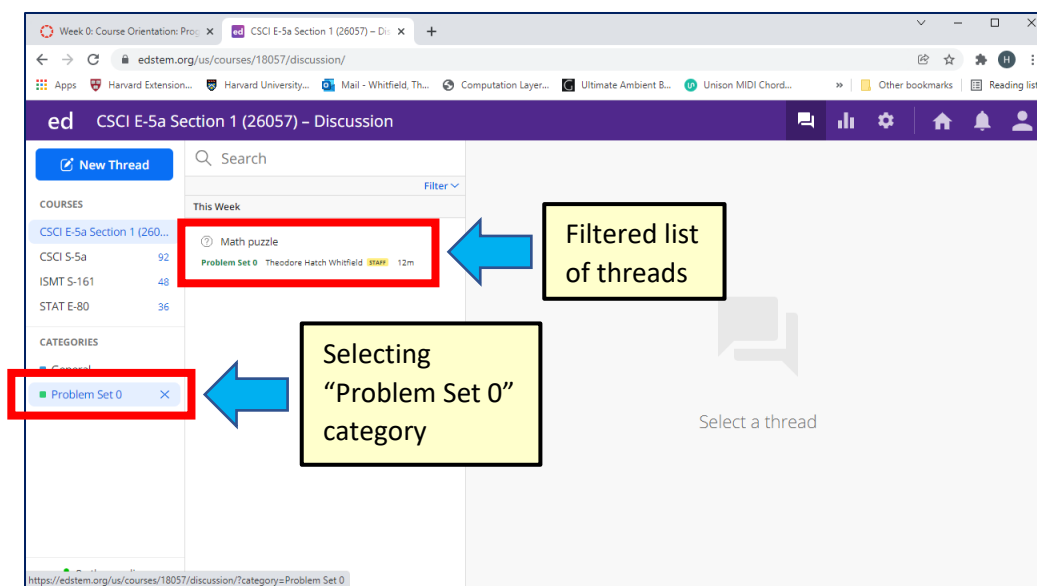
**Figure 51:** Associated category for new question

On the left-hand side, you can see a list of the categories:



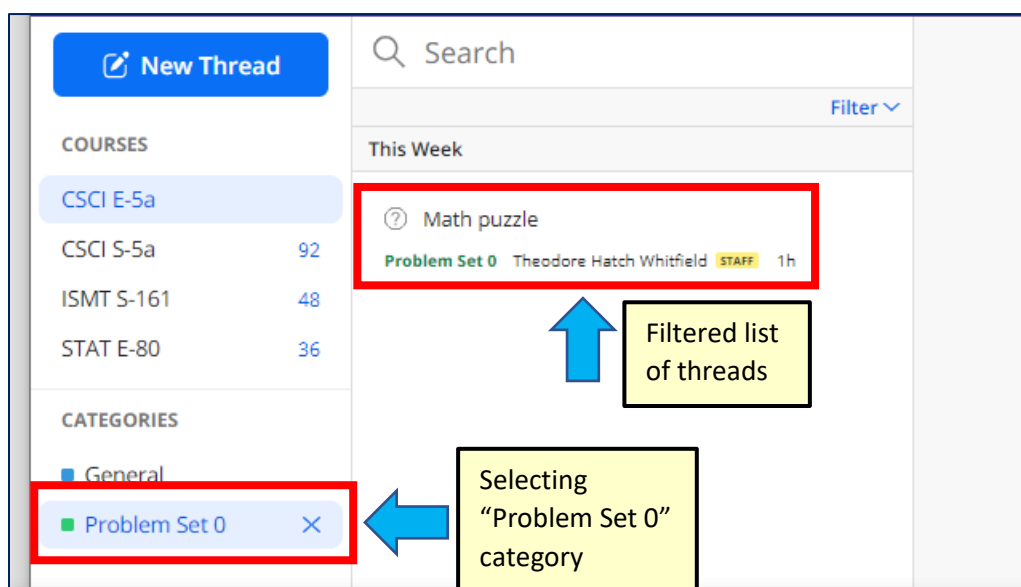
**Figure 52:** List of categories

If we select “Problem Set 0”, then only the threads associated with this category will be displayed:



**Figure 53:** Filtering the list of threads

Let’s look at a close-up of this:



**Figure 54:** Filtered list of threads (close-up)

The advantage to posting a question is that the teaching staff can monitor and track questions, and we can filter to find unanswered questions.



Right now, this question has not been answered. So suppose the teaching staff responds with an answer:

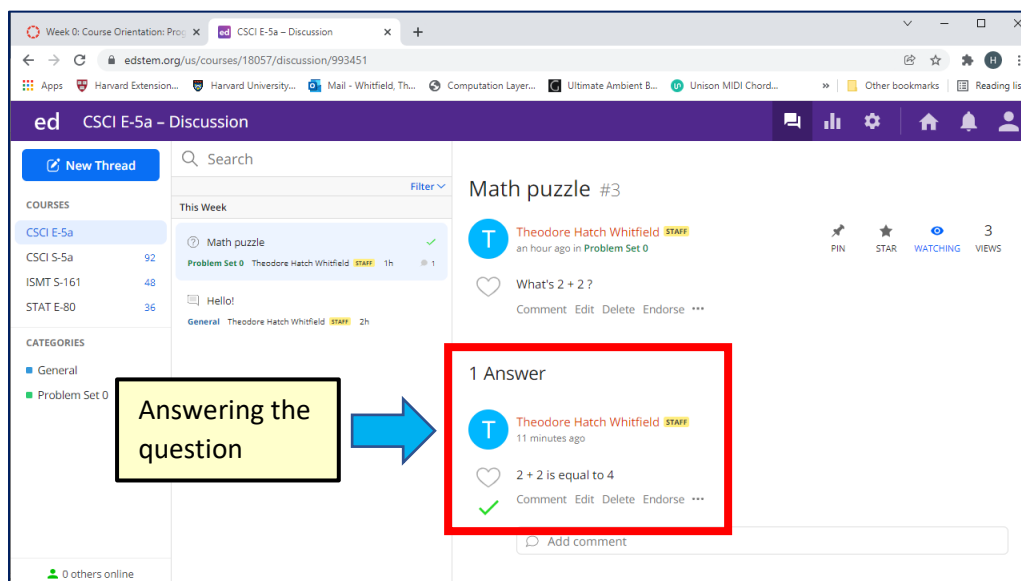


Figure 55: Answering the question

Now notice that the post has a small green check mark:

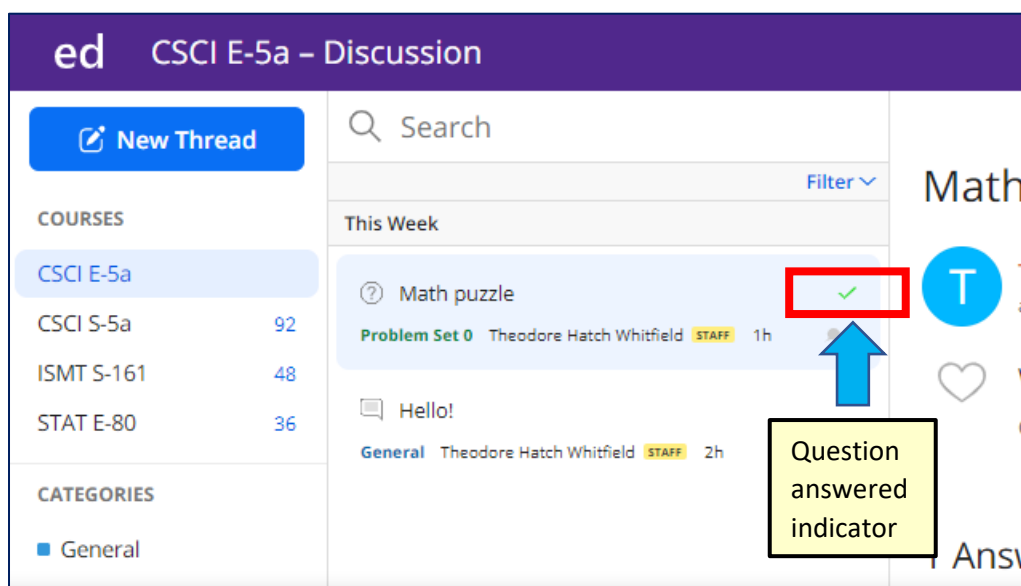


Figure 56: Question answered indicator

The **Ed Discussion** board is a great tool for **public discussion**, but it *is* public, and everything you post can be viewed by anyone in the class. That's the appeal of this tool – it's a open forum, in which we can ask questions for the whole group to respond to. On the other hand, if you have a personal issue that you don't want to discuss publicly, then the Ed Discussion tool is not appropriate. Instead, you should send the teaching staff a message by using the Canvas Inbox system, which we'll explore in the next section.

So that's the Ed Discussion board. Now let's learn how to use the Canvas Inbox system.

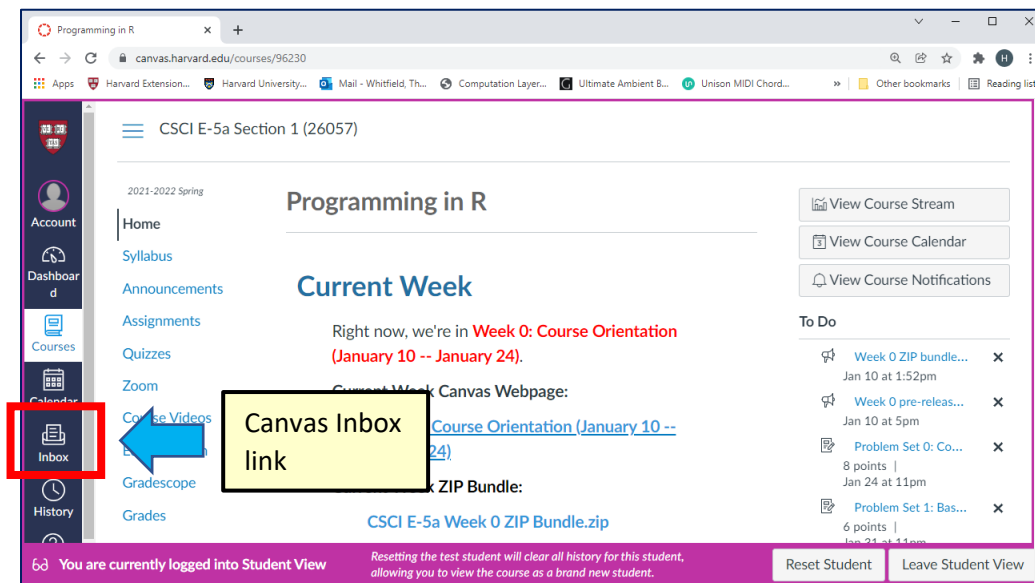
## Section 6: Canvas Inbox

**Main Idea:** *We can use the Canvas Inbox tool for **privately communicating with the teaching staff***

In this section, we'll see how to use the Canvas Inbox tool to communicate with the teaching staff.

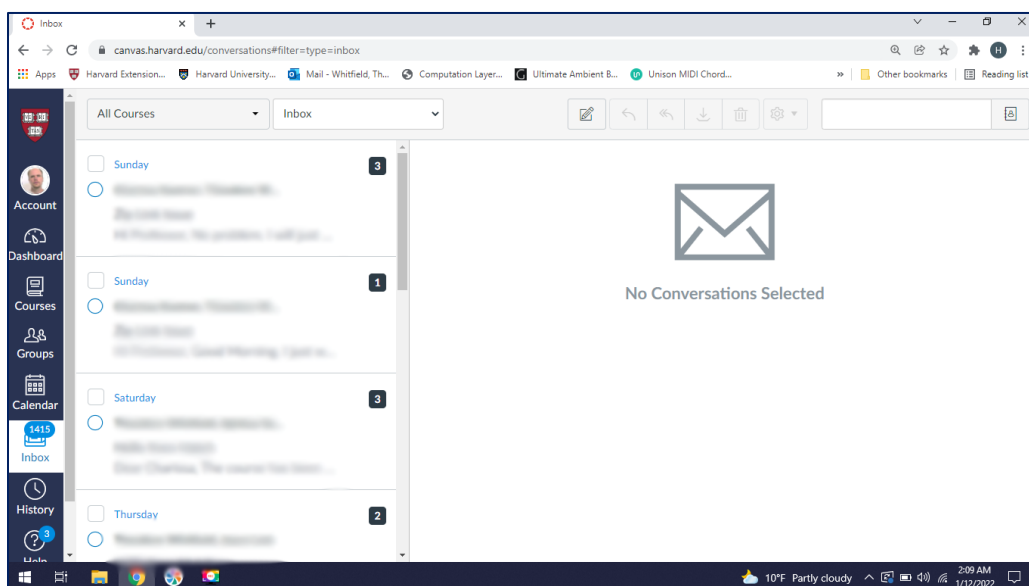
The Canvas Inbox tool is the best way to communicate privately and one-on-one with the teaching staff.

Recall that the link for the Canvas Inbox is located at the bottom of the Canvas menu:



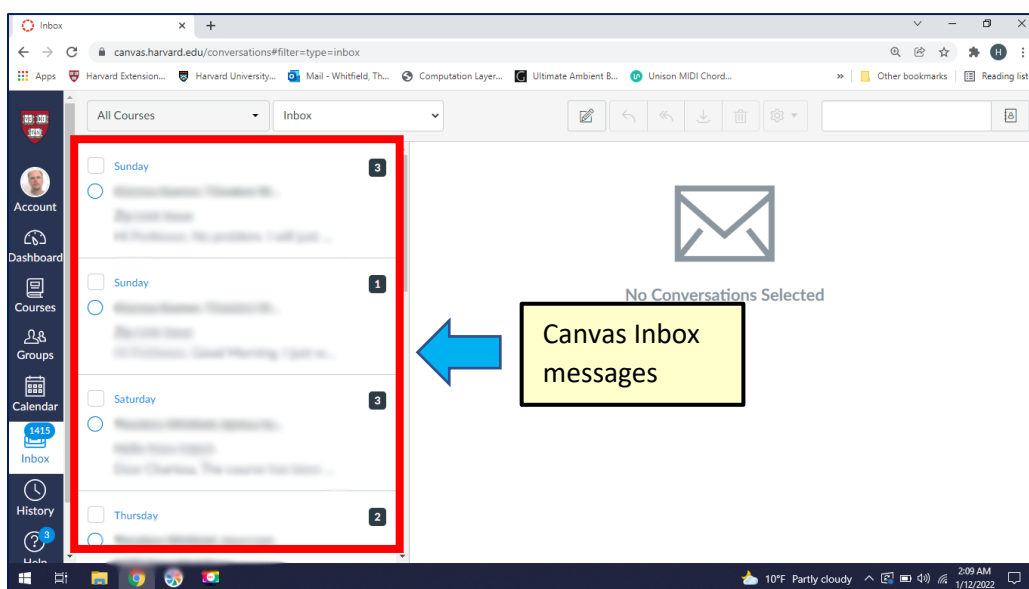
**Figure 57:** Canvas Inbox link

When you click on this icon, you'll arrive at the Canvas Inbox page:



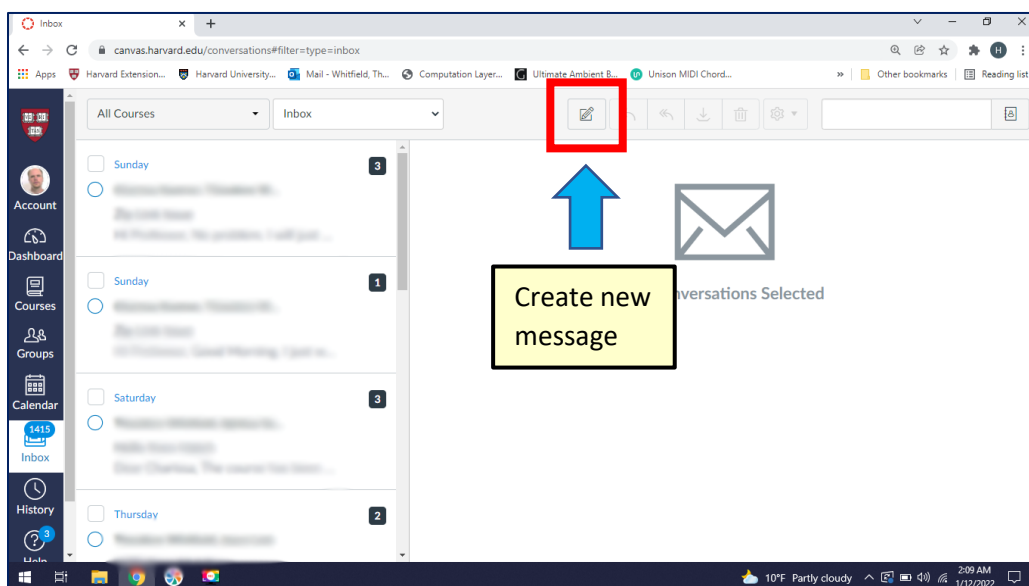
**Figure 58:** Canvas Inbox page

The panel on the left displays all the Inbox messages that you've received:



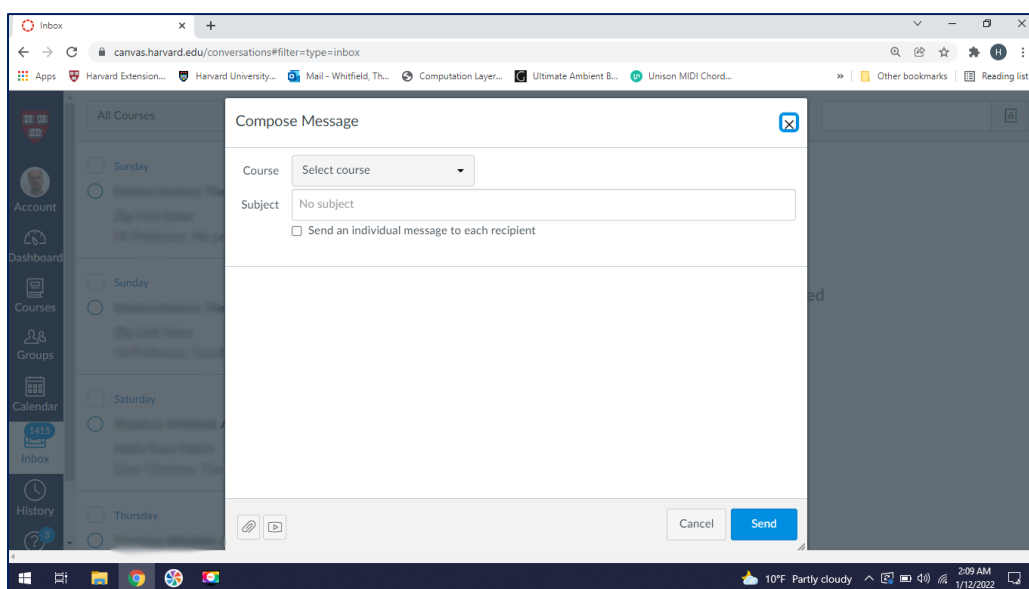
**Figure 59:** Canvas Inbox message list

To create a new message, click on the writing icon in the upper menu:



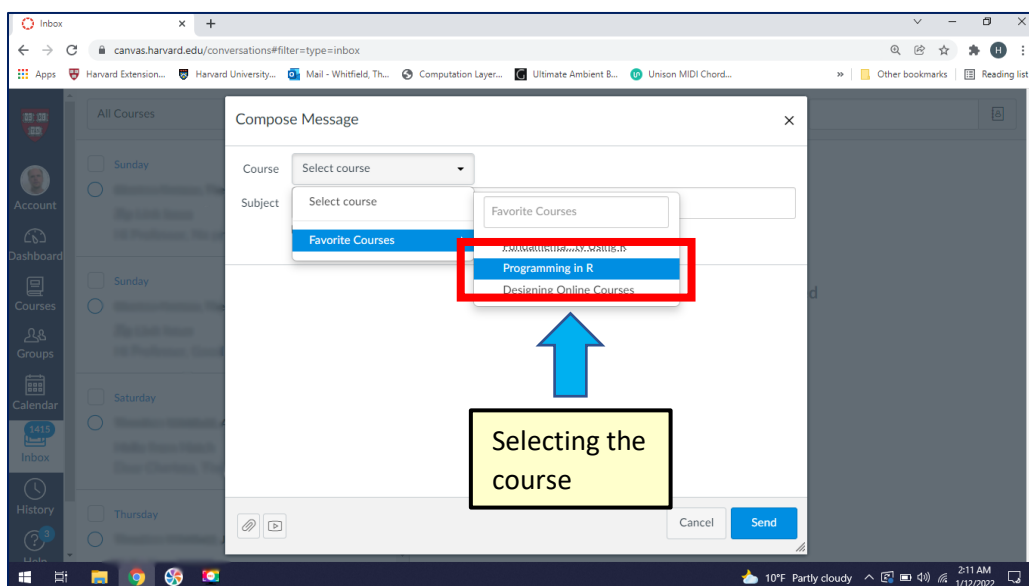
**Figure 60:** Create new message icon

When you click on this link, you'll get a dialog box for creating the message:



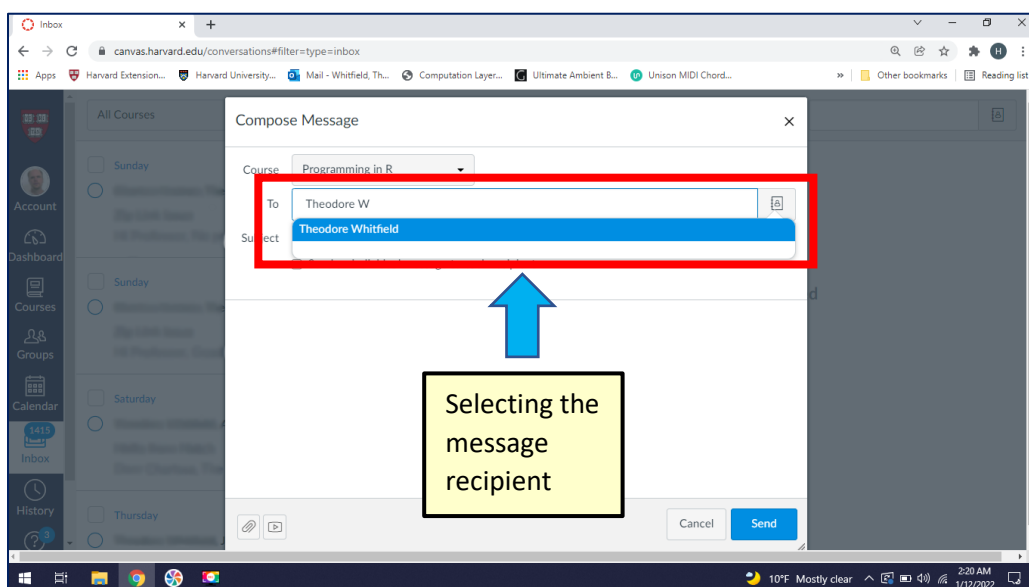
**Figure 61:** Create new message dialog box

First, select the course *Programming in R*:



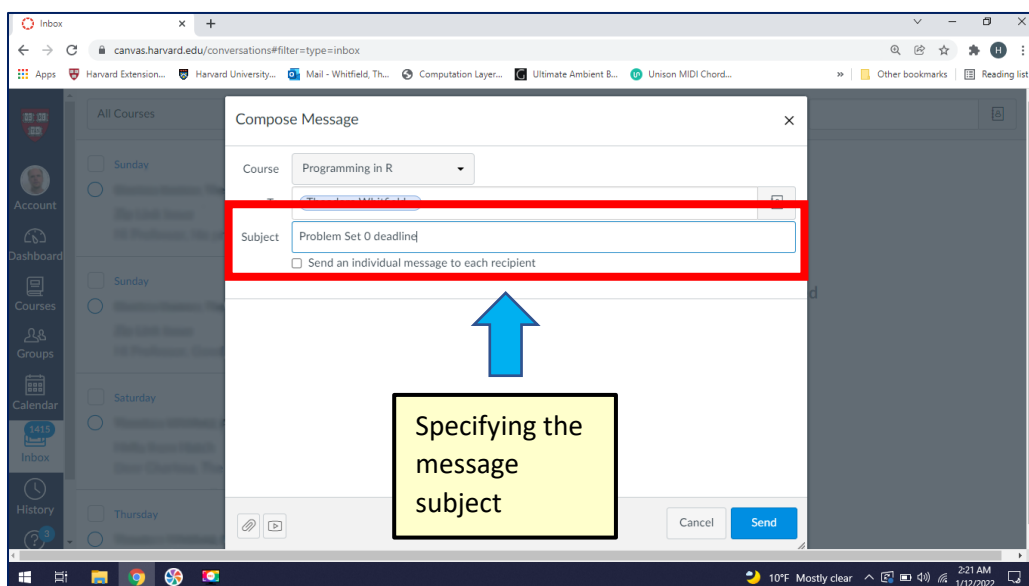
**Figure 62:** Selecting the course

Next, select the person you want to send the message to. If you want to send a message to Hatch, then you should select the name “Theodore Whitfield”:



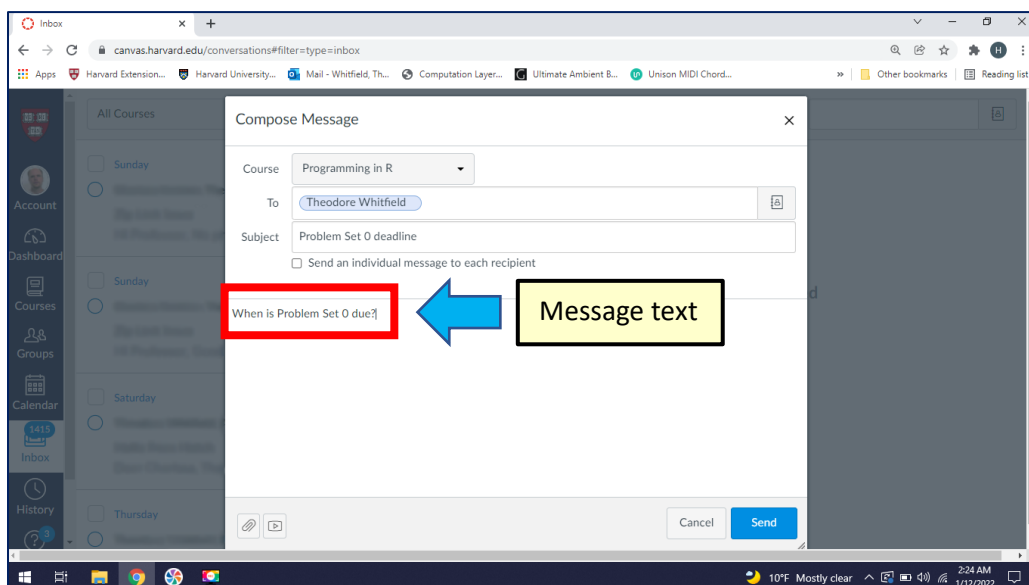
**Figure 63:** Selecting the message recipient

Next, fill in the message subject:



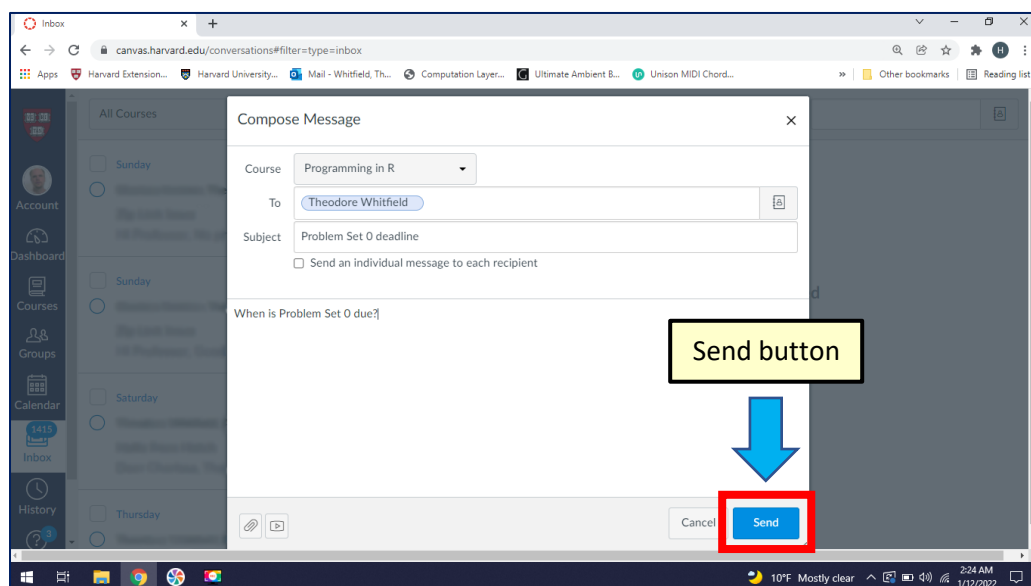
**Figure 64:** Specifying the message subject

Finally, type in the text of the message:



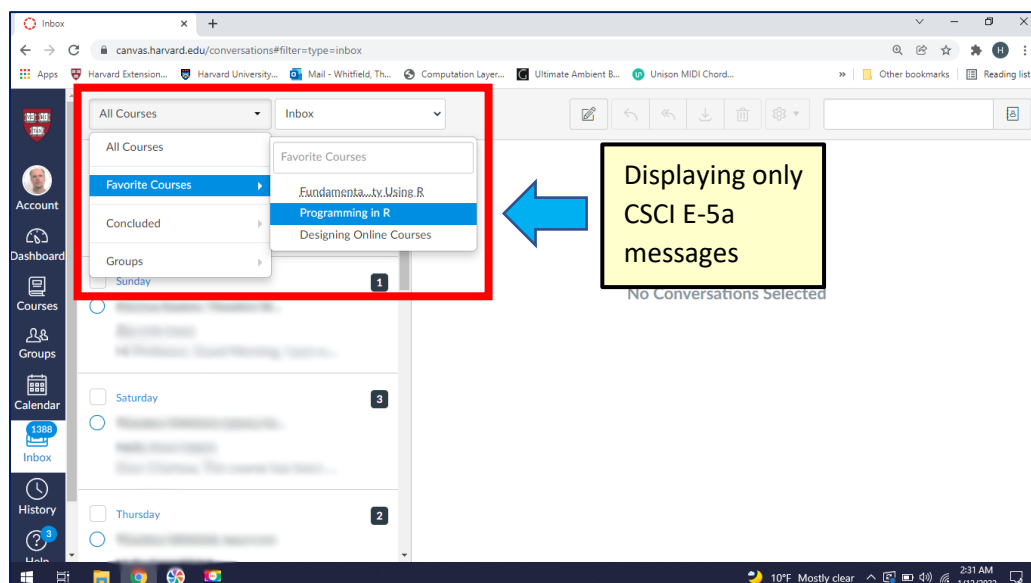
**Figure 65:** Typing in the message text

When you're all done, click on the Send button in the lower right-hand corner of the dialog box:



**Figure 66:** Sending the Canvas Inbox message

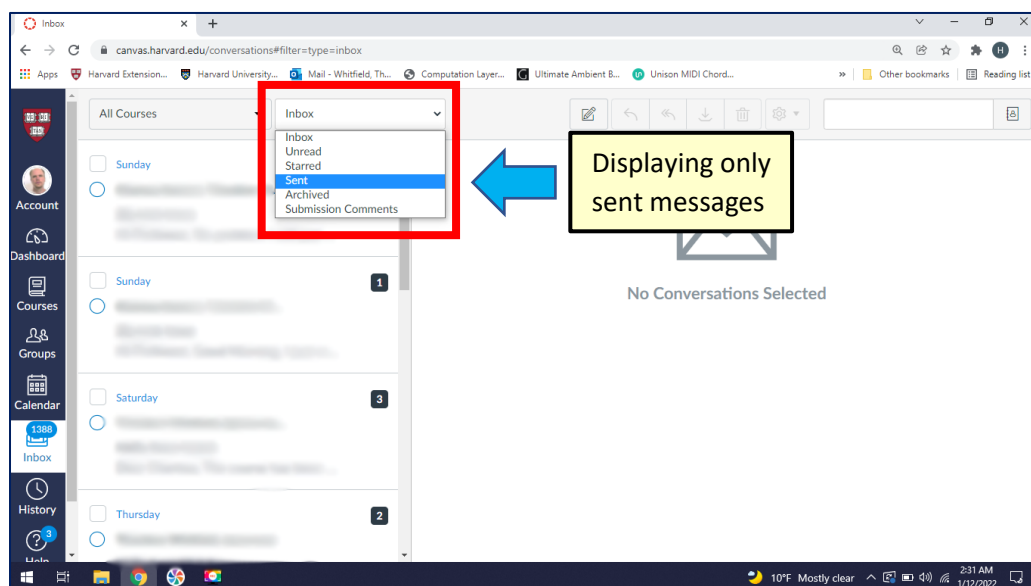
You can filter all the Inbox messages so that only the messages for CSCI E-5a are displayed:



**Figure 67:** Displaying only CSCI E-5a messages



You can also filter to display only the messages that you've sent:



**Figure 68:** Displaying only sent messages

## Module Review

In this module, we took a tour of the CSCI E-5a Canvas website:

- In Section 1, we learned about the Canvas menu.
- In Section 2, we studied the Course menu.
- In Section 3, we investigated the Home page.
- In Section 4, we learned about individual week pages.
- In Section 5, we saw how to use the Ed Discussion tool.
- In Section 6, we learned how to use the Canvas Inbox system.

Now that you've completed this module, you should be able to:

- Navigate through the Canvas system by using the Canvas menu.
- Navigate through the CSCI E-5a course website by using the Course menu.
- Explain the structure and content of the Home page.
- Explain the structure and content of an individual unit page.
- Use the Ed Discussion tool for class discussion and posts.
- Communicate with the teaching staff by using the Canvas Inbox system.

All right! That's it for Module 2: Canvas Website.

Now let's move on to Module 3: Installing Software.