

Observer: Alex Yang
Observee: Kelvin Liu
Date: 10/30

Topic: Daily Usage of Canvas and checking what you need to do

1. Go to Canvas App
 2. Go to TODO section
 3. Check for any assignments I need to do
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1. Go to Canvas webpage
 2. Check for any red notifications on my classes
 - a. If there are, check the notification by clicking on the megaphone icon
 3. Go to calendar tab
 4. Review all assignments displayed on the calendar