

e-Bytes Bulletin

December 2021 | e-Learning Services

Workin' to the Bone

e-Learning is open while the campus is between semesters. You can continue to contact and schedule with Angela and Carrie over the break. Morty is also here, dressed for the festivities, and ready to share his candy with visitors!



Canvas Bullets

In our November edition, we included information on the Spring 2022 classes opening in Canvas! That information is so valuable we are sharing it again!

- Using previous content?
[Copy a course](#)
- Starting new?
[Get the LC template from Canvas Commons](#)
- Don't see Spring courses on your Dashboard?
[Organize your Dashboard](#)
- Is your course ready to launch?
[Start of the semester checklist](#)

These tutorials and more are on the e-LS [Canvas Coaching webpage](#).

Making a List, Checking it Twice

As the semester wraps up, e-Learning wants to remind faculty of a few end of the semester items. Make your list, and check it twice...

Finals week at the Testing Center

The [LC State Testing Center](#) is open for in-person testing. If you have a class that needs to use the Testing Center over finals week, please get your [submission forms](#) to the Testing Center ASAP.

Assign points (0 or otherwise) to all graded work

The Total column in Grades calculates as a running total of all *graded* assignments in the course, including assignments with hidden grades. If a student has missing work, make sure you have either set Canvas to automatically assign zeros or you have manually entered zeros for all missing work. Otherwise, the total grade displayed to the student will not accurately reflect their final grade.

Canvas Grades are not official grades

Final, official student course grades are determined by the instructor and must be [submitted through WarriorWeb](#). Canvas does not automatically transfer grades to WarriorWeb. In addition, grades displayed in Canvas may not accurately reflect students' final, official grade for a course, as determined by the instructor.

Get your merge requests to IT for Spring 2022

Instructors can have multiple sections of the same course merged into one section to reduce workload. To request a "section merge," send an email to helpdesk@lcsc.edu. Sections that are already cross-listed in Colleague cannot be merged in Canvas. **Requests should be made by 1/12/2022.**

Student access to Fall classes ends the Sunday after finals week

Student access to fall semester classes ends on December 19th at 11:59PM. Remind students to retrieve any work they'd like to have from the course before this time.

Delete the Read&Write page from Student Resources module

The LC State Accessibility Services office has discontinued campus-wide access to Read&Write. If you are using the LC State course template in Canvas, you will need to delete the page titled "SR: Read&Write Literacy Software" from the Student Resources module in your Spring 2022 courses. Instructions on [how to delete a page](#) are on the Canvas Community site.