

STEP 1:

Assess your class Canvas Websites.

- A. What are the tabs available?
- B. Where are the modules?
- C. Where are the assignments and how are they supposed to be turned in?
- D. Where are the links to other resources?
- E. Go to Calendar and be aware of the deadlines.
- F. Locate your teacher's email and office hours time.

STEP 2:

Go to settings and turn on the notifications that you want to receive.

STEP 3:

Consider downloading the Canvas app and allow it to send you notifications.

STEP 4:

Based on the material and the professor's recommendation, draft a schedule

