**TEMPLATE #3: WELCOME CANVAS MODULE**

**Open your Canvas course with a Welcome** **Module** that corresponds to your first week or first

class. The Welcome Module orients students to the course and includes basic information that will

orient your students to your course. Include links to resources as needed.

**Welcome Module (Header)**

Why learn about (COURSE TOPIC)

*Instructor explains why the class topic is important; how it relates to students’ goals; how it relates to*

*Work done by professionals in your discipline.*

Instructor/TA information and bios, photos and/or pictures

*Instructor presence is an important element of online classes. Write up a bio to give your students a sense of who you are as an instructor, and as a person. This can help students feel more connected to your class, which promotes learning.*

How to learn in this course  
  
*Let students know how to best navigate the course online. This can include a description of the major sections of your Canvas modules, including their functions.  You may also want to provide tips for interacting with each element of the course. You may also want to address attendance and/or participation in this section, emphasizing a willingness to be flexible in light of the current context.*

How we’ll communicate in this course

*In this section, you can let students know how you will communicate with them and how they can communicate with you. Let students know how (via what means, e.g., e-mail, Canvas notifications) and when (at what times of the day, e.g., during business hours) they can expect to hear from you.*

Guidelines for how to participate  (Netiquette)

*Provide students with guidelines on how to interact with you and with other students in the class.*

*This set of* [*guidelines from the University of Memphis*](https://www.memphis.edu/fcbe/students/netiquette.php) *is a good reference for web-based etiquette.*

*(embedded link: https://www.memphis.edu/fcbe/students/netiquette.php)*

Link to the syllabus and course schedule

*Provide a link to the syllabus in a format that is easy to read online, as well as easy to download and print for students who prefer to write notes on a paper copy. Try printing your syllabus out yourself to see what it looks like in print form, as some web-based formats do not transfer well to a printed format.*

Instructions for Student Introductions

*Give instructions to students for introducing themselves to one another on a Discussion Board assignment. It is helpful to provide a few prompts (e.g., What do you like to be called in class? What do you enjoy doing in your free time? What are you looking forward to learning in this class?), including instructions to respond to at least one other person’s introduction.*