# CANVAS STUDENT ANDROID GUIDE





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# **General Information**



# How do I download the Canvas Student app on my Android device?

Download the Canvas Student app on your Android device for easier accessibility to course content.

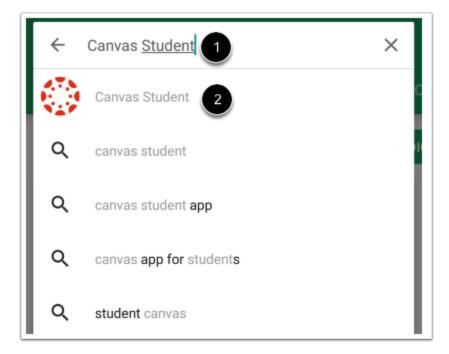
The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

### **Open App Store**



Open your Android device and tap the Play Store icon.

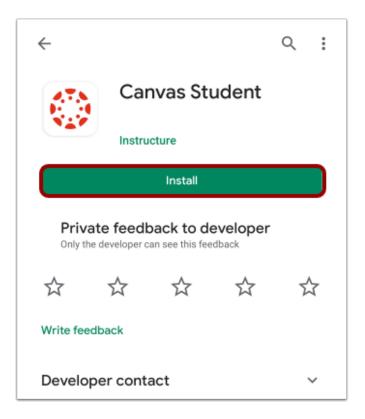
# Search for App



In the search field, type Canvas Student [1]. Tap the full name when it appears [2].



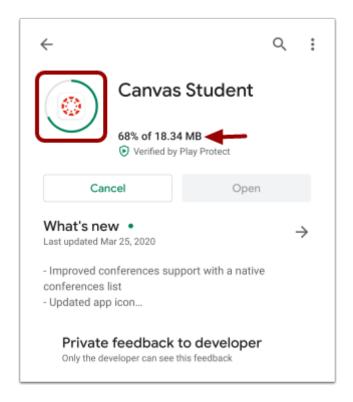
# **Install App**



Tap the **Install** button.



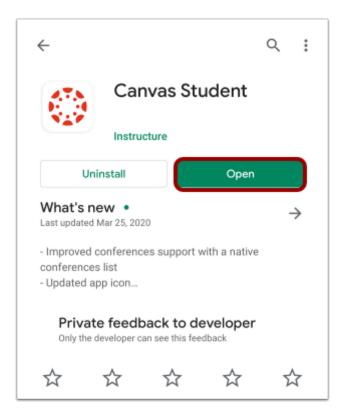
# **Download App**



View the app download and install progress.



# **Open App**



When the app has downloaded and installed onto your device, you can access the app immediately by tapping the **Open** button.

# View App on Android Home Screen



You can also open the app on your Android home screen by tapping the Canvas Student icon.



### How do I log in to the Student app on my Android device with a Canvas URL?

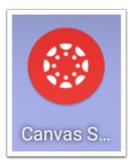
Once you download the Canvas Student app from the Play store, you can use the app to log in to your Canvas account.

You can enter your institution's name into the app to locate your account. If the app cannot find your institution by name, you can enter your institution's Canvas URL into the app. If you don't know your Canvas URL, you can <u>log in using a QR</u> <u>code</u>, which does not require knowing your Canvas URL for the mobile app.

If you have multiple accounts and do not want to log in to the app every time, learn how to switch to another user account.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

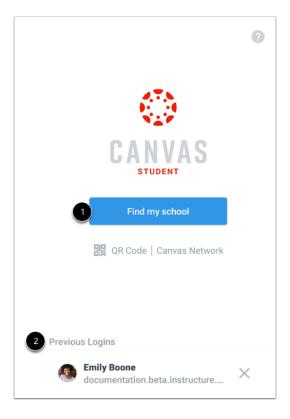
### **Open Canvas Student**



Open your Android device and tap the Canvas Student icon.



### **Find Institution**

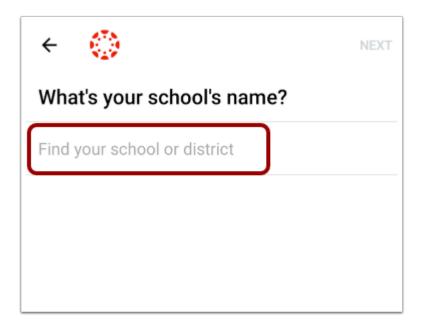


Click the Find My School button [1].

If you've previously logged in where you want to use the account, tap the name of the account [2].



### **Search for Institution Name**



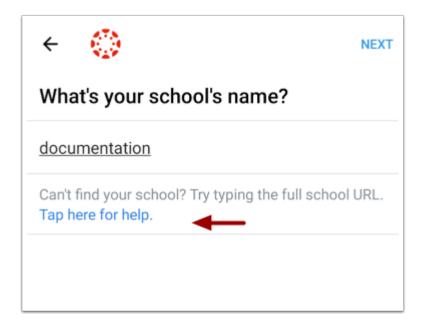
Enter the name of your institution or school district. If the full name appears in the search list, tap the name.

#### Notes:

- If you are an admin and your school does not appear in the search list, please contact your CSM about mobile smart search.
- To log in to a Free For Teacher account, enter Free Canvas Accounts or canvas.instructure.com in the search field.



### **Enter Canvas URL**

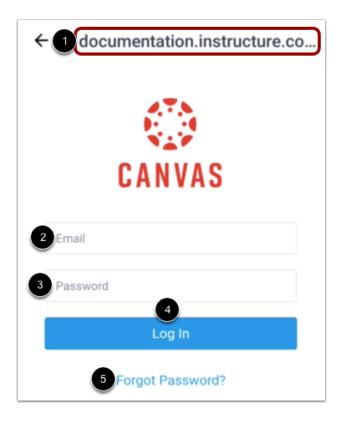


If the name of your institution does not appear in the search list, you may need to locate your Canvas account by entering the full Canvas URL in the *Find your school or district* text field.

If you don't know your Canvas URL, tap the **Tap Here for Help** link. Or you can <u>log in using a QR code</u>, which does not require knowing your Canvas URL.



# **Enter Login Credentials**



After you've located an account, you can view the Canvas URL at the top of the screen [1]. Enter your email [2] and password [3]. Tap the **Log In** button [4].

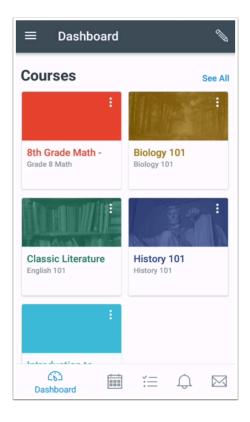
If you don't know your password, tap the Forgot Password? link [5].

#### Notes:

- The Canvas email field credential varies according to institution. Some institutions may require a username or account number.
- If your Canvas mobile login page does not show the reset password option, contact your institution if you need to reset your password.
- If your institution requires you to log in to Canvas using their authentication system, you will be redirected to your institution's login page.



### **View Dashboard**



View the dashboard for your user account.

Learn how to use the Student app.



### How do I log in to the Canvas Student app on my Android device with a QR code?

Once you download the Canvas Student app from the Play store, you can use the app to log in to your Canvas account.

You can generate a unique QR code from your Canvas web browser to quickly log into the app. This method uses your credentials from the QR code to log you into the app. The QR code is located in your account profile (User Navigation Menu).

If you do not want to locate your Canvas URL every time you log in to Canvas, learn how to switch to another user account.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

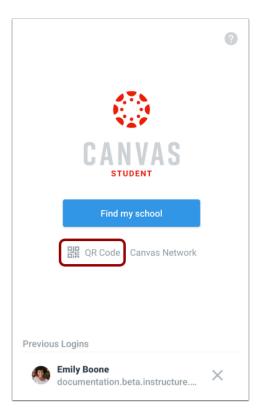
### **Open Canvas Student**



Open your Android device and tap the Canvas Student icon.



# Open QR Code



Tap the **QR Code** link.



### **View Instructions**

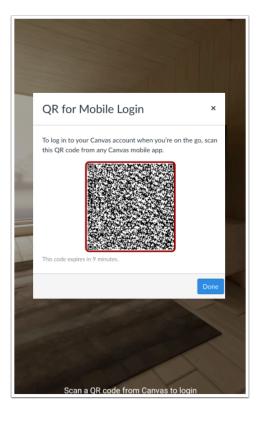


Review the instructions for locating the QR code in the web version of Canvas. The QR code is located in your account profile (User Navigation Menu).

When you have located the QR code, click the **Next** button.



# Scan QR Code



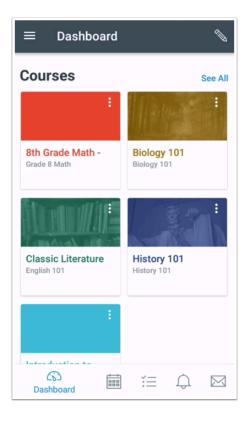
Hold your phone up to your computer screen to scan the QR code. Once the code is located, the app will update automatically.

### Notes:

- You may have to grant permission for your phone to use your camera.
- The app may take a few minutes to log you in.



### **View Dashboard**



View the dashboard for your user account.

Learn how to use the Student app.



### How do I use the Student app on my Android device?

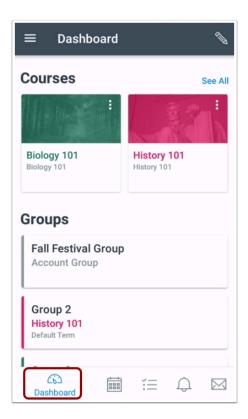
The Canvas Student app helps you access your courses and groups when you are away from a computer browser. The app provides functionality to view and participate in a course or group, as well as view your course calendars, To-Do items, notifications, Conversations messages, and grades.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### Note:

- Not all Canvas features are supported on the app at this time.
- The Canvas Student app uses your device's settings to set the time zone used within the app.
- To change the language displayed in the Student app, select a language in Canvas from a web browser, log out of the Student app, and log in again.

#### View Dashboard



When you log in to the Canvas Student app, the default landing page is the Dashboard.





The Dashboard displays all your current courses and groups, including your favorite courses. The Dashboard can also display overall grades in each course. Learn how to <u>view your Dashboard</u>.

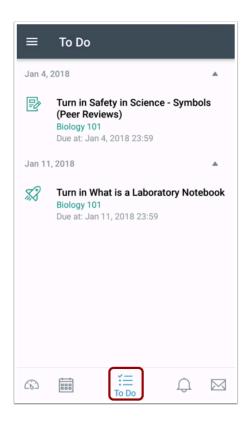
### **View Calendar**



The Calendar displays events and assignments for your courses and groups. Learn how to view the Calendar.



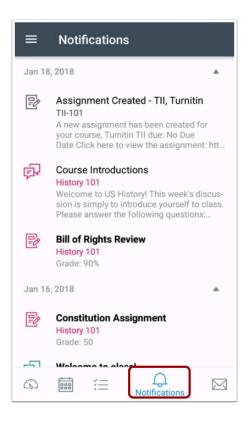
### **View To-Do List**



The To-Do List gives a quick view of upcoming course activities that you have not completed. Learn how to view the To-Do List.



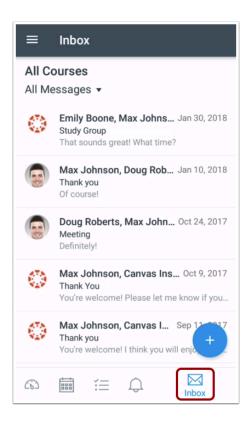
### **View Notifications**



Notifications gives you an overview of all course notifications, such as changes to an assignment due date, newly created assignments, course announcements, or a reply to a subscribed discussion. You can also view specific notifications within each of your courses. Learn how to <u>view Notifications</u>.



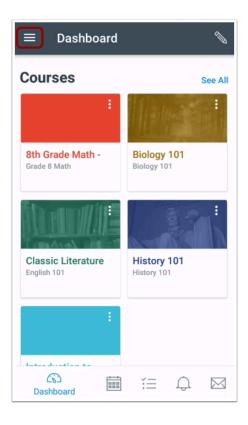
### **View Inbox**



The Inbox displays all Conversations messages in the Canvas Student app. Learn how to view the Inbox.



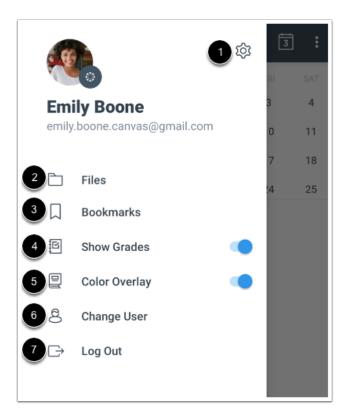
# **Open User Menu**



To open the User Menu, tap the **Menu** icon. You can open the menu by swiping from the left side of the screen.



### View User Menu



### From the User Menu, you can:

- Open app settings, including profile pictures (if supported) [1]
- Manage your personal files [2]
- View your bookmarks [3]
- Show or hide grades on the <u>Dashboard</u> [4]
- Overlay a selected color in courses over Dashboard course cards [5]
- Change user [6]
- Log out of the app [7]

Your User Menu may display other LTI tools that you can access via a mobile browser.

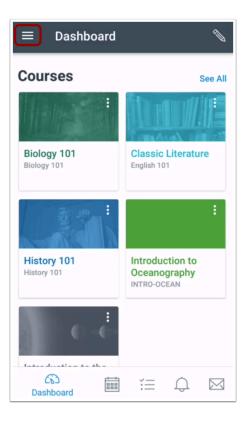


# How do I get help with the Student app on my Android device?

From the Help Menu, you can get help with Canvas directly on your mobile device. Help Menu links may vary across institutions.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

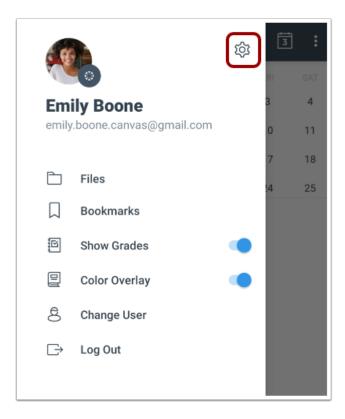
# Open User Menu



In the Dashboard, tap the **User Menu** icon.



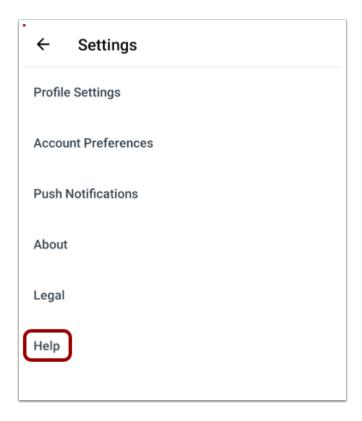
# **Open Settings**



Tap the **Settings** icon.



# Open Help



Tap the **Help** link.

Note: Depending on your institution, the Help link name and icon may vary.



# View Help Menu

# Help

Search the Canvas Guides

Find answers to common questions

Ask Your Instructor a Question

Questions are submitted to your instructor

Report a Problem

If Canvas misbehaves, tell us about it

View the Help links provided to you. Available links may vary according to institution.

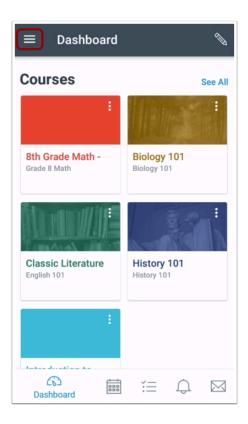


# How do I switch to another user account in the Student app on my Android device?

You can switch your profile to view another account on your app at any time.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

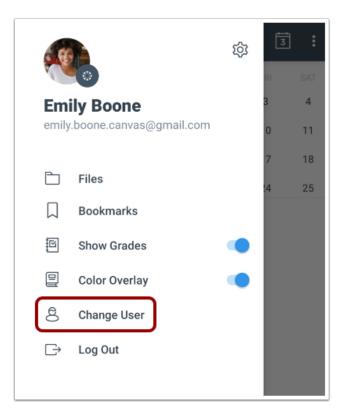
### **Open User Menu**



In the Dashboard, tap the User Menu icon.



# **Change User**



Tap the **Change User** link.



### **Select User**



Previous logins appear in the user list. Tap the user profile you want to open [1]. To remove a profile, tap the **Remove** icon [2]. To add an account, log in to Canvas [3].



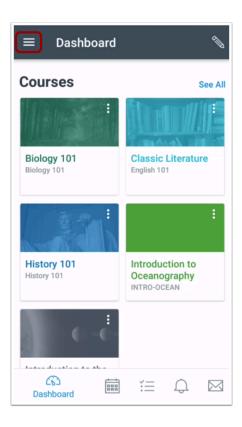
# How do I log out of the Student app on my Android device?

You can easily log out of Canvas when you are finished using the app.

You can also switch users in the Canvas Student app.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

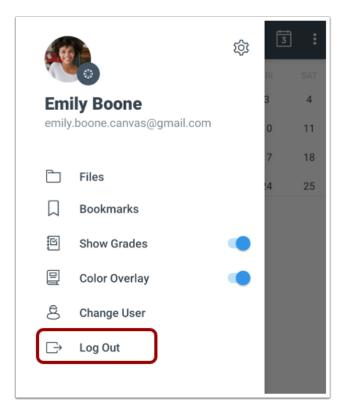
# Open User Menu



In the Dashboard, tap the User Menu icon.



# Log Out



Tap the **Log Out** link.

# **Confirm Log Out**



To confirm, tap the **OK** link.



# **App Settings**



### How do I view my user settings in the Student app on my Android device?

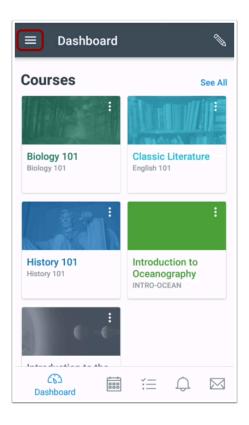
You can manage your personal settings in the Canvas Student app.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

Language settings cannot be managed from the Canvas Student app. The app will display the language set from a user's account settings in Canvas. To change the language displayed in the Student app, select a language in Canvas from a web browser, log out of the Student app, and log in again. If that cannot be found, the app will display the device language.

**Note:** General settings for the app, such as clearing the cache, can be managed in the Application manager within your Android device settings menu.

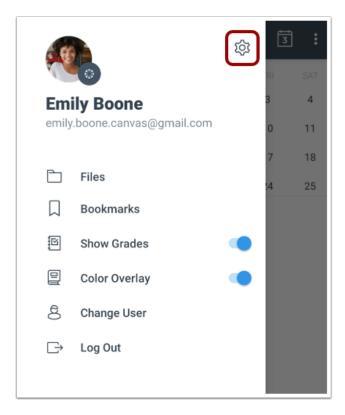
## **Open User Menu**



In the Dashboard, tap the **User Menu** icon.



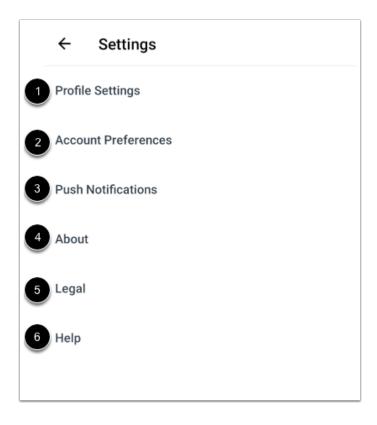
## **Open Settings**



Tap the **Settings** icon.



## **View App Settings**



You can change the following settings in the app:

- Edit profile settings [1] (user name, profile picture, panda avatar)
- Change account preferences [2]
- Set available Notification Preferences in the app [2]
- View details about the app [4]
- View legal information about the app [5]
- Get help with the app [6]



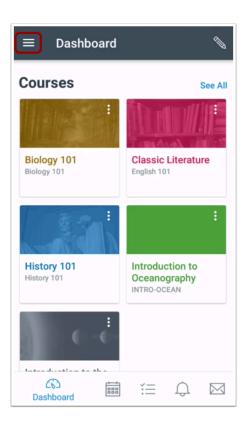
### How do I set Notification Preferences in the Student app on my Android device?

You can set notification preferences in the Canvas Student app to receive updates about your Canvas courses. Once notifications are selected, notifications are sent to you even if you have not opened the Canvas Student app. You can choose to set notifications for specific communication channels, or you can set notifications for all your available channels.

Communication channels in the Canvas Student app match the same notification options within your Notification Preferences in the browser version of Canvas. Any preferences updated in the app will be reflected in the browser version.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

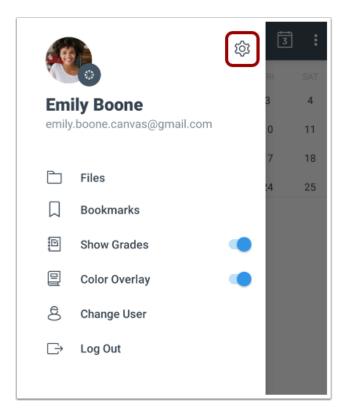
## **Open User Menu**



In the Dashboard, tap the User Menu icon.



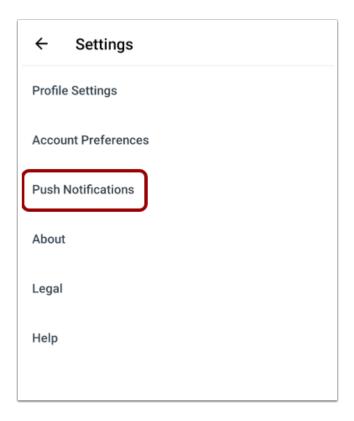
## **Open Settings**



Tap the **Settings** icon.



#### **Select Communications Channel**

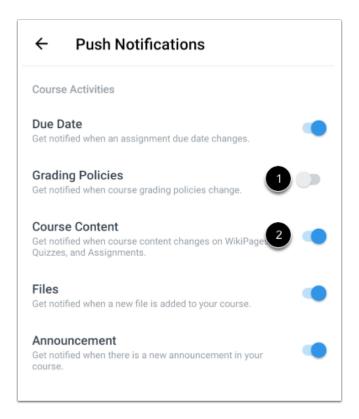


All notification communication channels available to you display in the Settings page.

Tap the communication channel you want to view.



#### **Set Notification Preferences**



By default, communication notifications can either be on or off.

Enabled notifications show the toggle to the right [1] and are sent ASAP.

To disable a notification, tap the slider (toggle will be on the left) [2]. Disabled notifications are never sent.



## How do I set a profile picture in the Student app on my Android device?

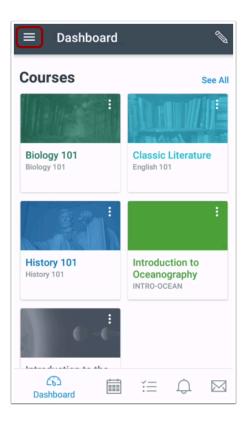
If your institution allows profile pictures, you can add a profile picture in the Student app.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### **Notes:**

- Changing your profile picture in the app will also change the profile picture in your browser version of Canvas.
- If you cannot add a profile picture, your institution has restricted this feature.

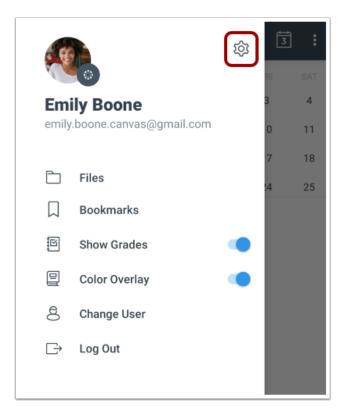
## **Open User Menu**



In the Dashboard, tap the Menu icon.



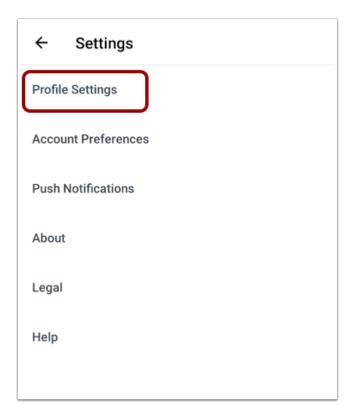
## **Open Settings**



Tap the **Settings** icon.



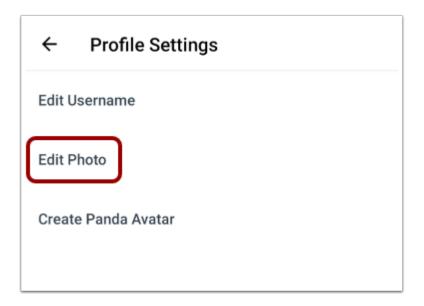
## **Open Profile Settings**



Tap the **Profile Settings** link.



#### **Edit Photo**



Tap the **Edit Photo** link.

## **Select Photo Option**

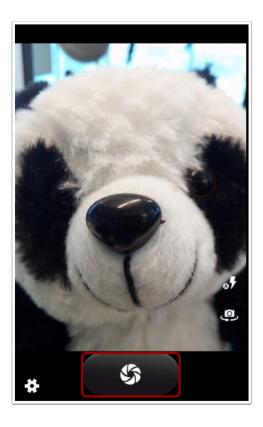


To take a new photo, tap the **Take photo** option [1]. To select a photo from your gallery, tap the **Choose photo from Gallery** option [2].

Note: You may need to allow the app to take pictures, record video, and access photos, media, and files on your device.



## **Take Photo**

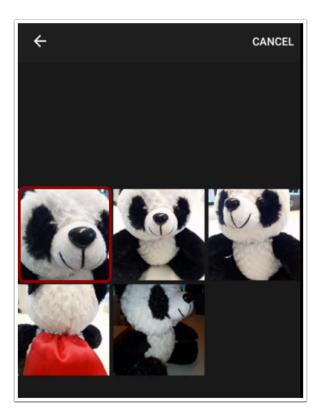


To take a new photo, tap the **Camera** button.

Note: Depending on your device, Camera displays may vary.



## **Select Photo**



To select a photo from your gallery, tap the image you want to use.



## **Adjust and Crop Photo**



Pinch and drag to adjust the part of your image that will display in your profile picture [1]. To save your profile picture, tap the the **Checkmark** icon [2].



### How do I edit my user name in the Student app on my Android device?

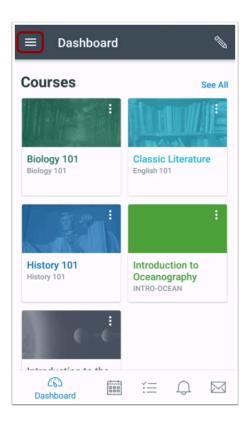
If your institution allows you to edit your user name, you can edit it in the app. This is the name that users see in the app.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### **Notes:**

- Changing your user name in the app will also change your user name in your browser version of Canvas.
- If you cannot change your user name, your institution has restricted this feature.

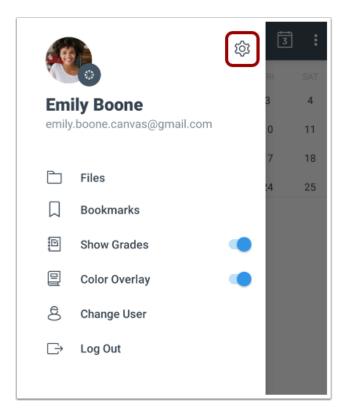
## **Open User Menu**



In the Dashboard, tap the User Menu icon.



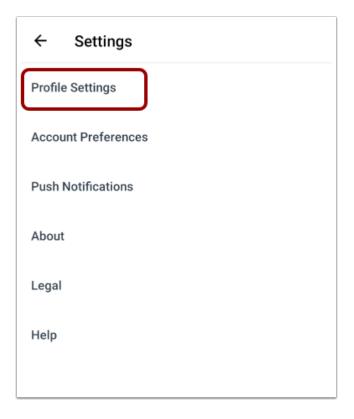
## **Open Settings**



Tap the **Settings** icon.



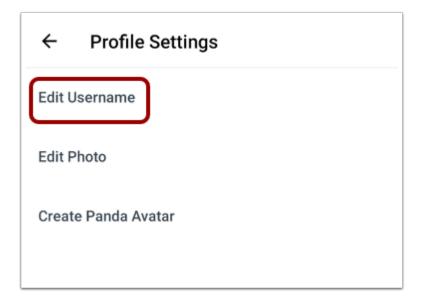
## **Open Profile Settings**



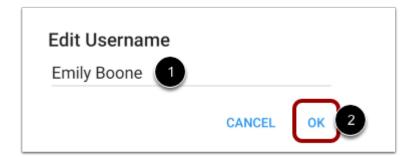
Tap the **Profile Settings** link.



#### **Edit User Name**



Tap the **Edit username** link.



Type your user name in the **Edit user name** field [1]. Then tap the **OK** link [2].



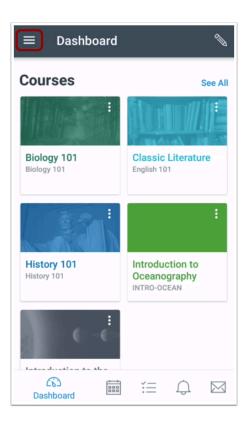
## How do I create a Panda avatar in the Student app on my Android device?

If your institution allows <u>profile pictures</u>, you can create a Panda avatar on the Canvas Student app. You can save the Panda avatar as your profile picture on the mobile app, or share it with others.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

Note: If you cannot create a Panda avatar, your institution has restricted the profile pictures feature.

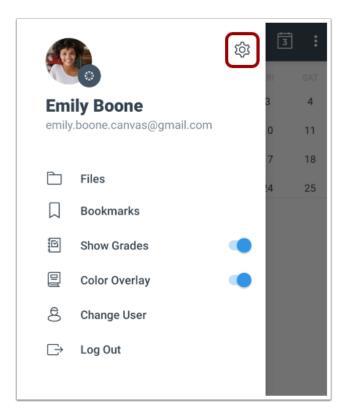
## **Open User Menu**



In the Dashboard, tap the User Menu icon.



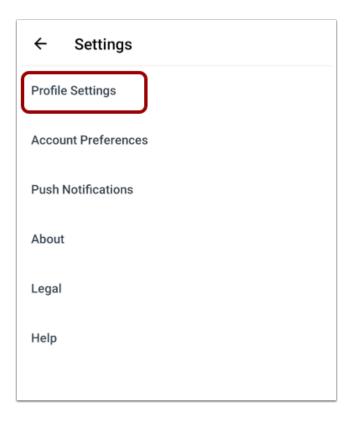
## **Open Settings**



Tap the **Settings** icon.



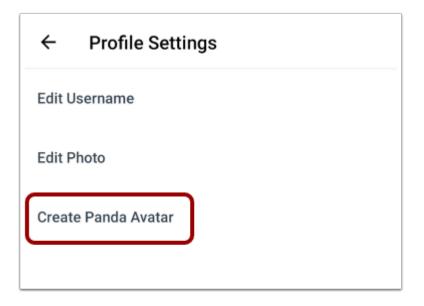
## **Open Profile Settings**



Tap the **Profile Settings** link.



#### **Create Panda Avatar**



Tap the **Create panda avatar** link.



## **Customize Panda Avatar**



At the bottom of the window, tap the area of the panda you want to customize. You can customize the panda head [1], body [2], and feet [3].





Tap the design you want to use for your panda [1]. To return to the customize options, tap the **Back** link [2].



# Manage Panda Avatar



When you are finished customizing your avatar, tap the **Options** icon.





To save your panda avatar, tap the **Save** link [1].

To set your panda as your profile picture in the app, tap the **Set as avatar** link [2].

To share your panda avatar, tap the **Share** link [3]. The app will open a new window with all the apps on your device and ask where you want to share your panda image.



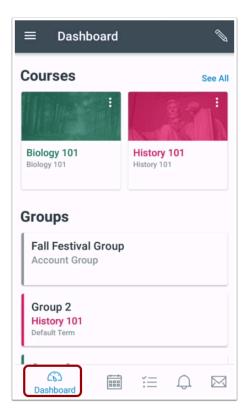
# **App Features**



## How do I use the Dashboard in the Student app on my Android device?

The Canvas Student app Dashboard displays your active courses. It can also display course invitations and announcements from your institution.

#### View Dashboard

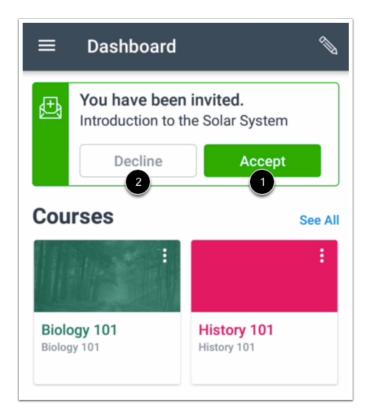


The Dashboard displays all your current courses and groups.

When viewing courses, you can manage how they display in the Dashboard, including background colors and favorite courses. Learn how to manage courses and groups.



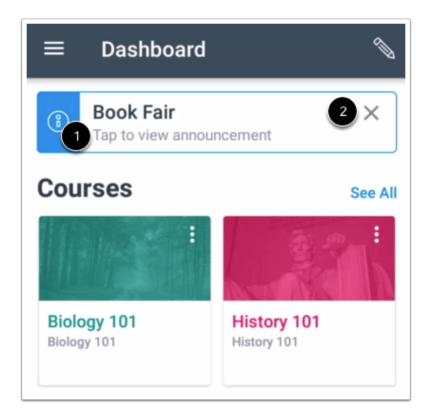
#### **View Course Invitation**



If you have been invited to join a course, you can view the course invitation on your Dashboard. To accept the invitation, tap the **Accept** button [1]. To decline the invitation, tap the **Decline** button [2].



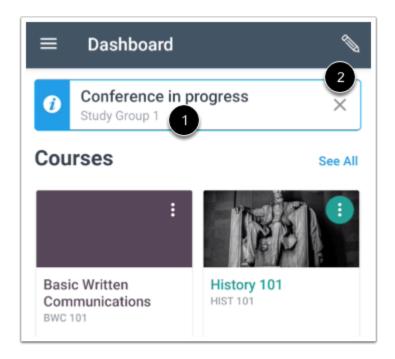
#### **View Global Announcement**



If a global announcement has been sent to students at your institution, you can view the announcement on your Dashboard. To read the announcement, tap the announcement [1]. To dismiss the announcement, tap the **Close** icon [2].



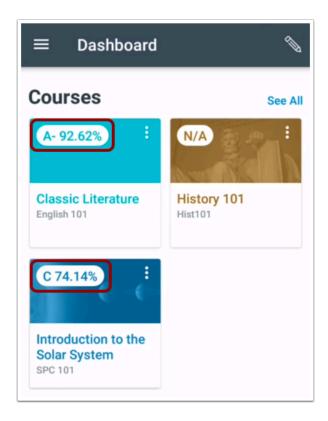
## **View In-Progress Conference**



If a course includes a BigBlueButton Conference, any conference in progress will display on the Dashboard. To join the conference, tap the name of the conference [1]. To dismiss the conference, tap the **Close** icon [2].



#### **View Course Grades**



You can display your course grades in the dashboard from the User Menu.

Grades are shown according to the grading scheme for the course (percentage, letter grade, etc.). To view details of a grade, tap the grade percentage.

You can also view your grades within your course.

Note: Users who do not have a student role will always see grades with a percentage of zero.



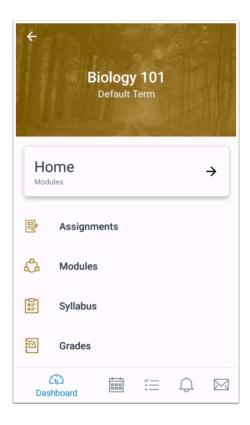
## **Open Course or Group**



To open a course or group, tap the course or group name.



## View Navigation Menu



Within each course or group, you can view the navigation links that are available in the browser version of Canvas.

#### Note:

- If a course navigation link is hidden in the browser version, you will not be able to access it in the app.
- Not all course navigation links are supported in the Canvas Student app. However, all navigation links are supported in a mobile browser.



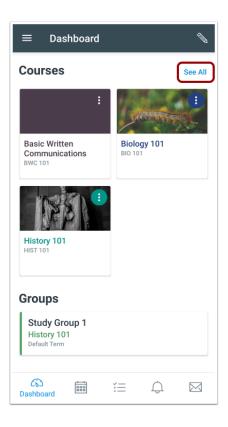
### How do I manage Courses and Groups in the Student app on my Android device?

You can view all your courses and groups in the Canvas Student app. You can also change your course and group favorites and change the colors for your Dashboard course cards and groups.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** Changes to your favorite courses will apply to the browser version of Canvas.

#### **View Courses and Groups**

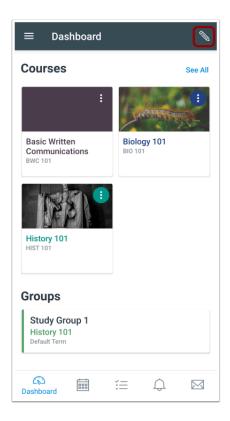


The app defaults to your favorite courses and groups. Favorite courses mirror the courses customized drop-down menu in the web version of Canvas.

To view all your courses, tap the **See All** link.



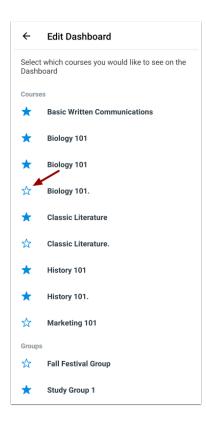
### **Set Favorites**



To set or remove a course or group as a favorite, tap the **Edit** icon.



# **Edit Courses and Groups**

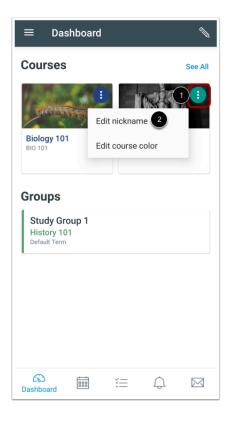


Tap the **Star** icon next to the course or group you want to favorite. To remove a favorite, tap the **Star** icon again. Changes to the favorites page are applied automatically.

Note: The Courses list includes active and concluded courses.



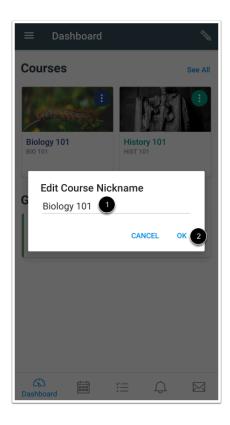
### **Edit Nickname**



Course names can be customized with nicknames to help distinguish them throughout other areas of the Canvas Student app. To customize a course, tap the **Options** icon [1], then tap the **Edit nickname** option [2].



### **Create Nickname**

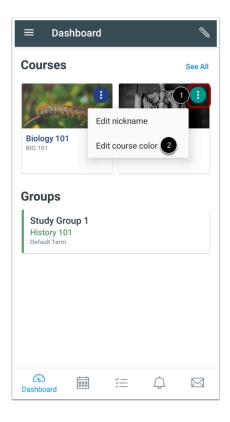


Tap the Course Nickname field [1] and type the nickname.

Tap the **OK** link [2].



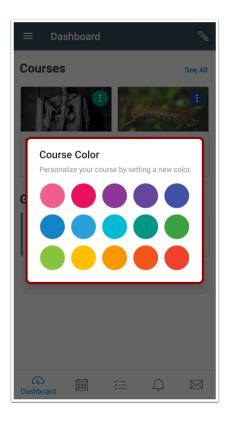
### **Edit Course Color**



To edit the course color, tap the **Options** icon [1], then tap the **Edit course color** option [2].



### **Select Color**



Tap the new color for your course. The color will automatically apply to your course.

**Note**: To view the selected color across your entire course card, you can enable the <u>Color Overlay option</u> in the User Menu.



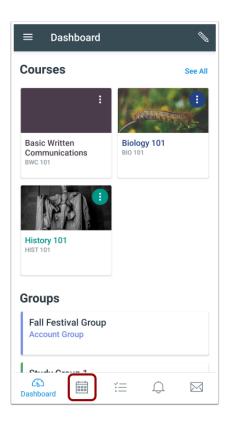
# How do I view the Calendar in the Student app on my Android device?

You can view up to 10 calendars from your courses and groups in the app.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

Note: Students cannot sign up for Scheduler appointments in the Canvas Student app.

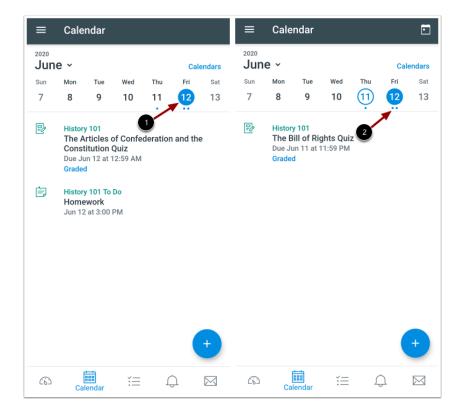
# **Open Calendar**



In the Navigation Bar, tap the Calendar icon.



### **View Calendar**



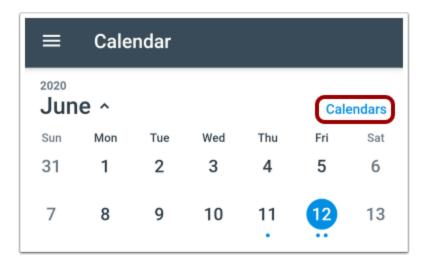
The Calendar page shows all assignments and events for your courses. By default, the calendar displays assignments and events by week. The current date is always selected and indicated by the solid background [1]. Any assignments or events on the current date display below the calendar in an agenda format.

Assignments or events on other dates are indicated by a dot below the date [2]. Multiple dots indicate multiple assignments or events, which can be viewed by tapping the date.

The day of the week defaults to Sunday. You can change the start date to Monday in your app personal Settings.



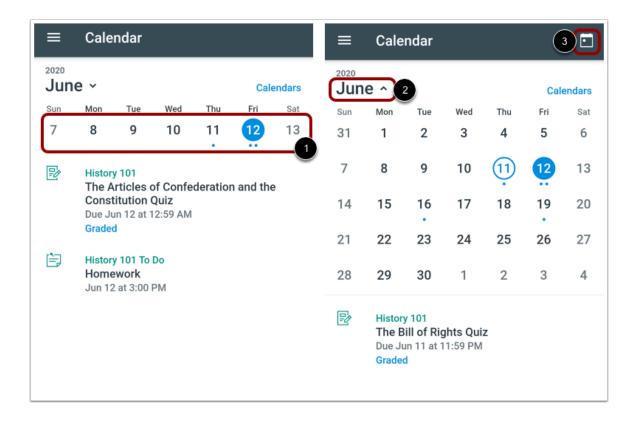
# **Manage Calendars**



You can manage the courses that display in the calendar by tapping the **Calendars** link.



### **View Additional Dates**



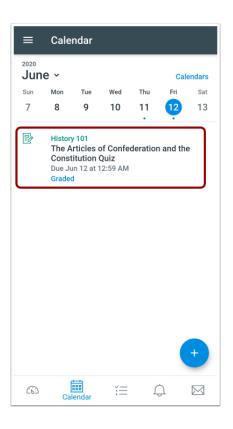
To view assignments and events for other dates, swipe the week view left or right [1].

You can also expand to the calendar Month view by tapping the name of the month [2] and swiping the month view left or right.

To return to the current date, tap the **Calendar** icon [3].



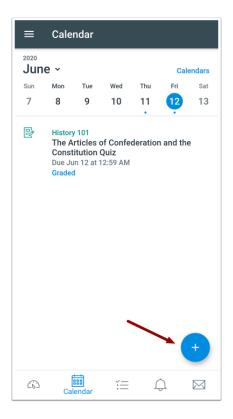
# **View Individual Event or Assignment**



To view the details of an individual assignment or event, tap the name of the assignment or event.



### Add To-Do Item



To add a new to-do item to your calendar, click the Add icon.

**Note:** Currently To-Do items created in the app only display in the Calendar; items will display in the To-Do list in a future release.

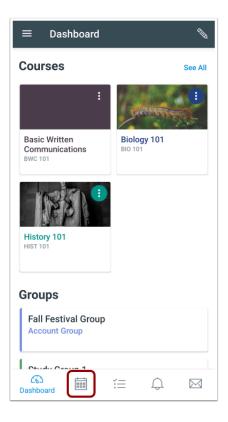


# How do I add a Calendar To-Do List item in the Student app on my Android device?

You can create a new calendar item in the Canvas Student app. Calendar items are for your own personal use.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

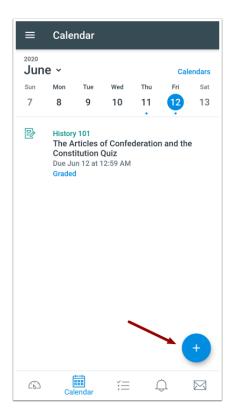
# **Open Calendar**



In the Navigation Bar, tap the Calendar icon.



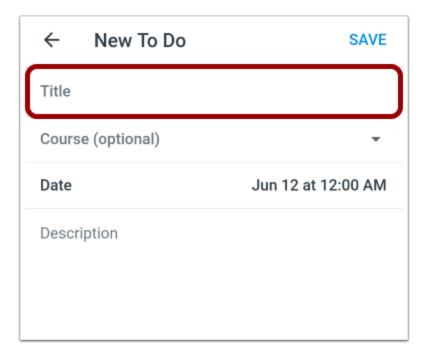
# **Add Item**



Tap the **Add** icon.



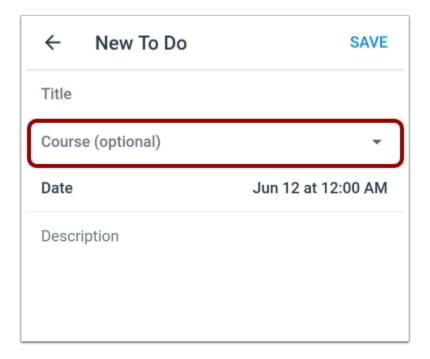
# **Add Title**



In the Title field, create a title for your To-Do item.



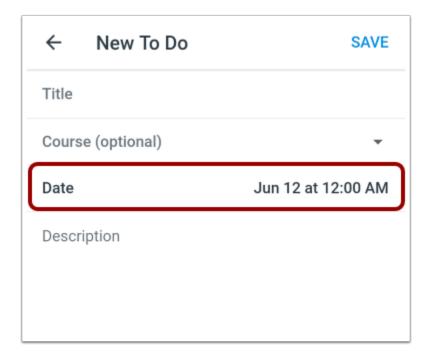
### **Select Course**



The To-Do item defaults to your personal calendar. If you want to associate the To-Do item with a course, tap the **Course** link and select the course.



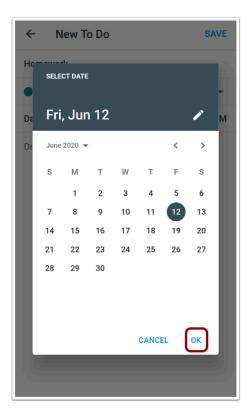
### **Select Date**



By default, the current date is selected for your to-do item. To select a different date, tap the **Date** field.



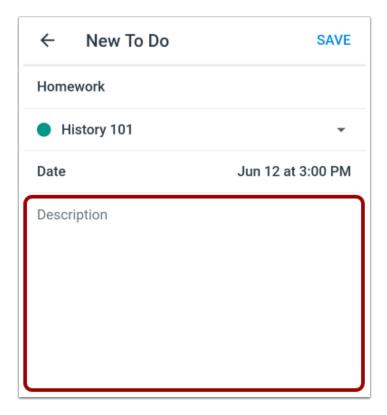
# **Update Date and Time**



Select the date and time where you want the to-do item to display on your calendar. Then tap the **OK** link.



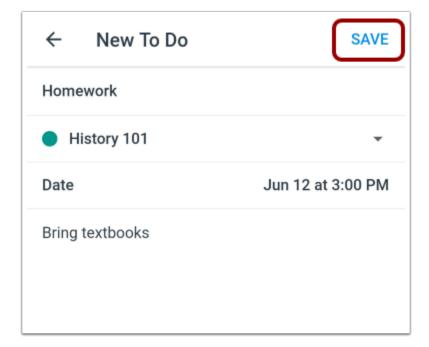
# Add Description



In the **Description** field, enter the description for your to-do item.



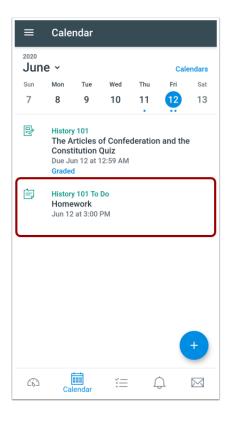
# **Save Item**



Tap the **Save** link.



## **View Item**



View your item in the Calendar.

**Note:** Currently To-Do items created in the app only display in the Calendar; items will display in the To-Do list in a future update.



## How do I view the Conversations Inbox in the Student app on my Android device?

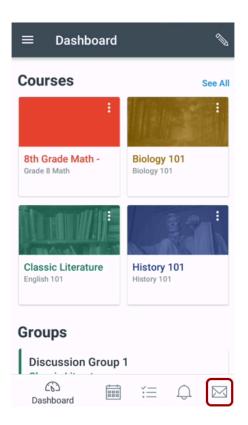
Canvas lets you access your Conversations Inbox on your Android device so you can keep in touch with people in your course at any time.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### Notes:

- Unlike the web version of Canvas, you cannot view assignment comments from your instructor in Conversations. However, you can view comments in the assignment.
- The mobile version of Canvas supports the ability to star a conversation. However, it does not currently support a filter option to view starred messages. Any messages that you star in the app can be viewed in the starred filter in the web version.

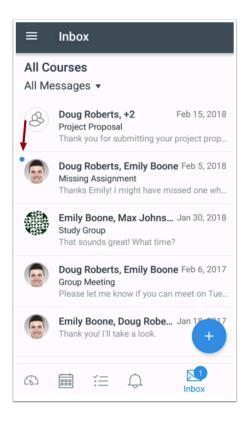
## **Open Inbox**



In the Navigation Bar, tap the Inbox icon.



### **View Inbox**

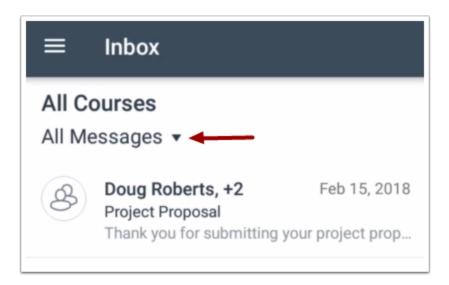


The Conversations Inbox folder displays all messages you have received and is organized the same way as the browser version of Conversations. Messages are arranged in chronological order—newer messages appear at the top, and older messages appear near the bottom. Unread messages are indicated by a blue dot.

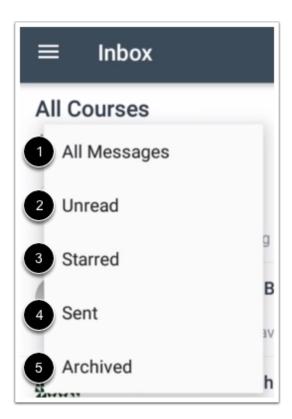
Swipe your device from top to bottom to quickly refresh your messages.



### **View Mailbox Filters**



You can view different types of messages. To filter what displays in the inbox, tap the **Arrow** icon.

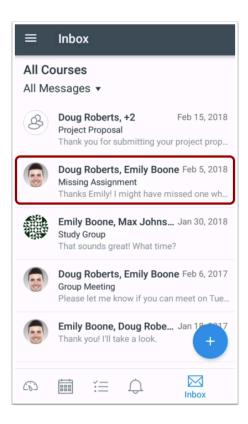




The default view is **All Messages** [1], which shows all types of messages. If you only want to view messages you haven't read yet, tap the **Unread** option [2]. To view messages you have starred, tap the Starred option [3]. To view all your sent messages, tap the **Sent** option [4]. To view messages you've archived, tap the **Archive** button [5].

Note: Some filters may not apply to any messages.

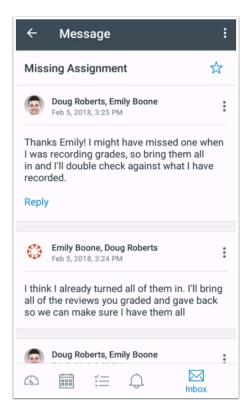
### Open Message



To view a message, tap the message you want to open.



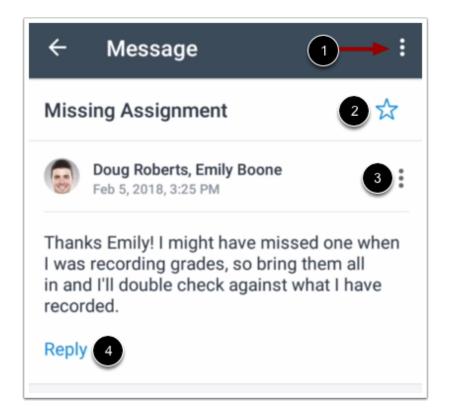
# View Message



View the selected message thread.



# Manage Message



To reply, reply all, mark as unread, forward, archive, or delete the entire message thread, tap the message **Options** icon [1].

To star the message, tap the **Star** icon [2].

To reply, forward, or delete an individual message in the thread, locate the message and tap the **Options** icon [3].

To reply to the message, tap the Reply link [4].



# How do I send a message in the Student app on my Android device?

You can send conversation messages to people in your courses using your Android device.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

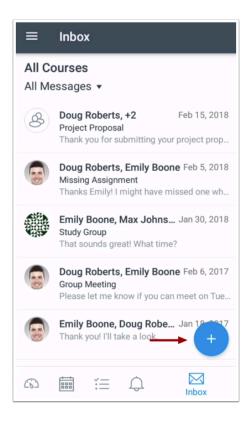
# **Open Inbox**



In the Navigation Bar, tap the Inbox icon.



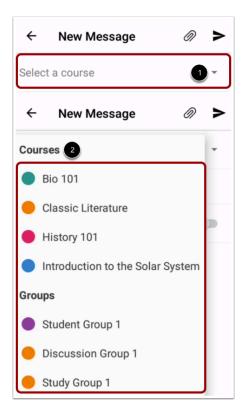
# Add Message



Tap the Add icon.



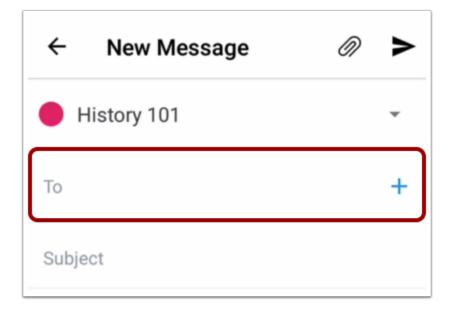
## **Select Course**



Tap the **Select a course** menu [1]. Then select the course or group for your message [2].

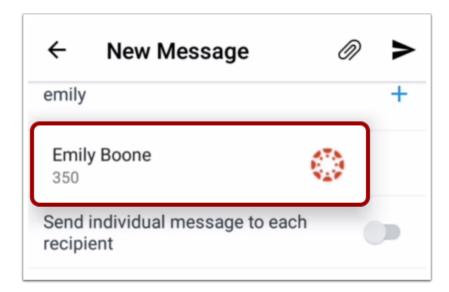


# Search by Name



To search by name, type the name of your recipient in the **To** field.

# **Choose Recipients**



When the full name of the recipient appears, tap the name.

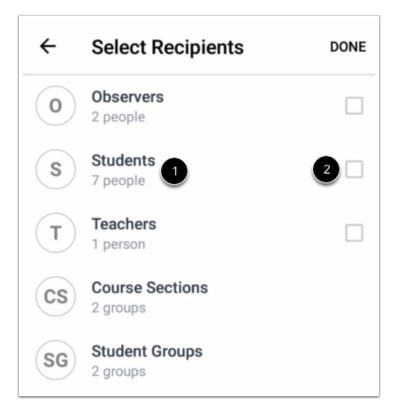


# **Search by Course Filter**



To search by filter, tap the **Add** icon.

### **View User Roles**



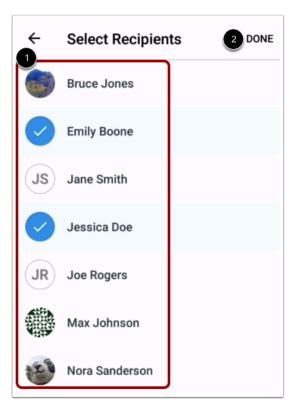
To search by course filter, select users by group.





To select users in a group, tap the recipient's user group [1]. You can select all members in a specific user group by tapping the checkbox next to the group [2].

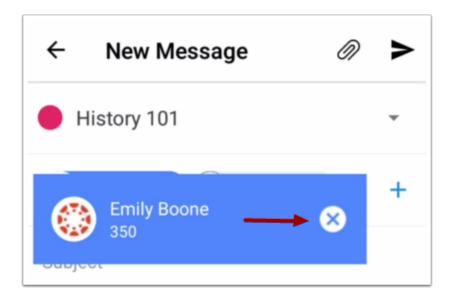
### **Choose Recipients**



Tap the name(s) of the recipients [1]. A checkmark will display on the profile icon for each selected user. Then tap the **Done**link [2].



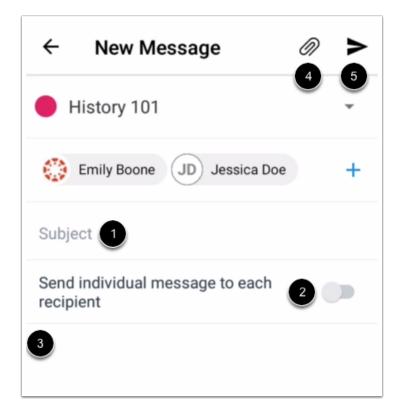
# **Remove Recipient**



To remove a recipient, hold down the name of the recipient and tap the **Remove** icon.



# Send Message



In the **Subject** field [1], enter a subject for your message.

If you want to send individual messages to each recipient, tap the Send individual message to each recipient toggle [2].

In the message field [3], type your message.

If you want to add an attachment to your message, tap the attachment icon [4].

When you are ready to send your message, tap the **Send** icon [5].

**Note:** New messages will not appear in the Inbox on the Canvas app until there is a reply to the message. However, if you have an existing Inbox message with a recipient, the message will appear as part of that message thread.



# How do I reply to a message in the Conversations Inbox in the Student app on my Android device?

You can reply to Conversations Inbox messages in your Inbox on your device so you can keep in touch with your course at any time. After your reply is sent, it will display at the top of the message thread.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

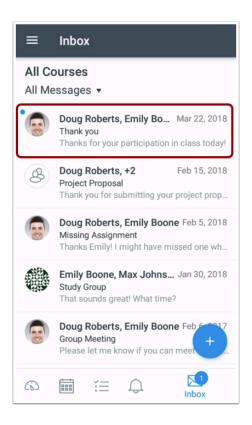
# **Open Inbox**



In the Navigation Bar, tap the Inbox icon.



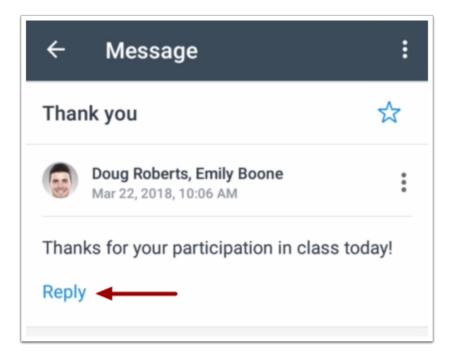
### Open Message



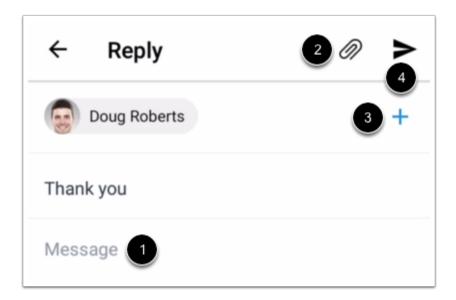
To view a message, tap the message you want to open.



### **Create Reply**



Tap the **Reply** link.



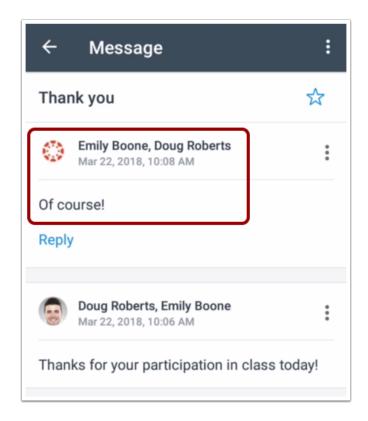
Type your message reply [1]. If you want to add an attachment to your message, tap the **Attachment** icon [2]. To add additional recipients to the message, tap the **Add** icon [3].

When you are ready to send your message, tap the **Send** icon [4].





# **View Reply**



View your message reply in the message thread.



### How do I view recipients in an existing group message in the Student app on my Android device?

If you send or receive a group conversations message, you can easily view all the recipients in the message.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

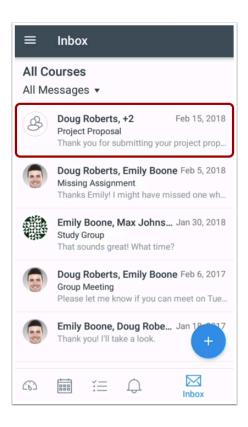
### **Open Inbox**



In the Navigation Bar, tap the Inbox icon.



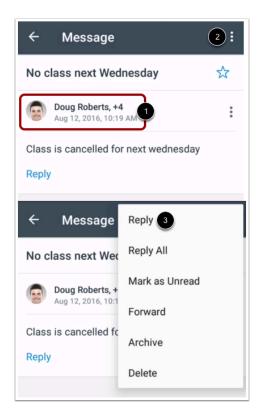
### **Open Group Message**



Group messages include more than one recipient, as displayed in the recipient list. To open a group message, tap the message.



### **Open Group Recipients**

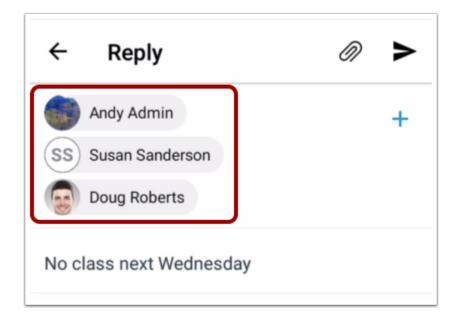


The complete list of recipients appears at the top of the message thread [1]. If the recipient list is too long to display all names, the list will show the additional number of recipients.

To view the list of recipients, tap the **Options** icon for the message [2]. Then tap the **Reply** option [3].



### **View Group Recipients**



The message reply displays all recipients in your group message.

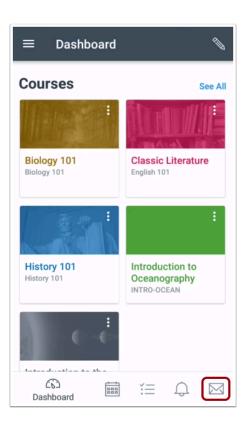


### How do I add an attachment to a message in the Student app on my Android device?

You can send attachments in conversations messages using the Canvas Student app.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

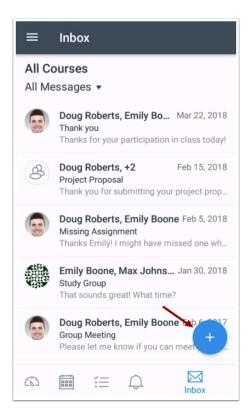
### **Open Inbox**



In the Navigation Bar, tap the Inbox icon.



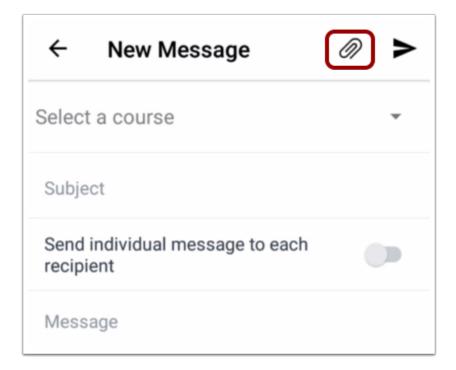
### Add Message



Tap the Add icon.

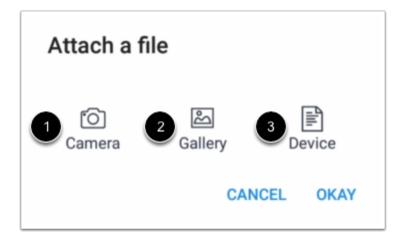


### **Open Attachments**



Tap the **Attachment** icon.

### **Select Attachment Type**



To attach a new photo from your camera, tap the **Camera** icon [1]. To attach an existing photo on your Android device, tap the **Gallery** icon [2]. To attach a file from your device, tap the **Device** icon [3].



Note: To learn more about attaching a file from your device, view the <u>Canvas Media Comparison PDF</u>.

### **Take Photo**



Tap the **Camera** icon.



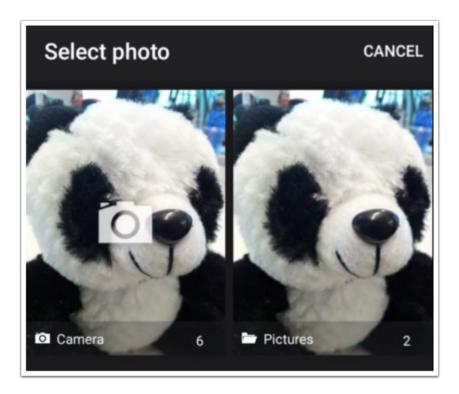
### **Use Photo**



If you want to re-take the photo, tap the **Retake** icon [1]. Otherwise tap the **Checkmark** icon [2].



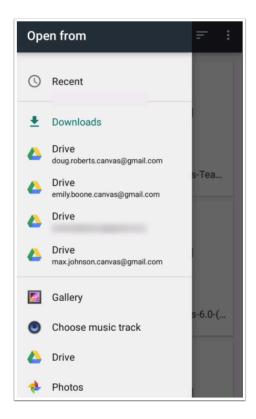
# **Choose from Gallery**



To select an existing photo, locate and select a photo from a photo gallery on your device.



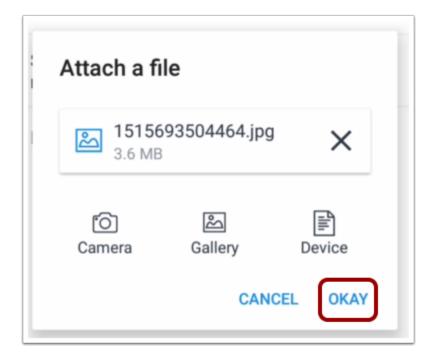
#### **Choose from Device**



To select a file saved on your device, locate and select a file from your device.



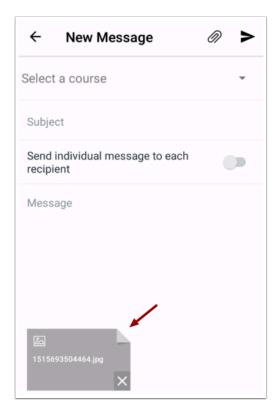
### **Add Attachment**



To add the attachment to the message, tap the **OK** link.



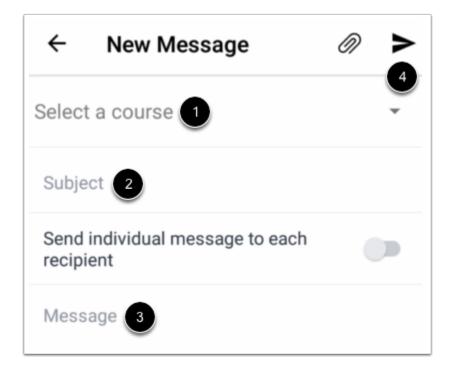
# **View Attachment**



Attachments display at the bottom of your message. If you want to delete an existing attachment, tap the **Delete** icon for that attachment.



## Send Message



To <u>add a message recipient</u>, first select a course [1]. In the **Subject** field, enter the message topic [2]. In the **Compose Message** field [3], type your message. When you are ready to send your message, tap the **Send** icon [4].

**Note**: New messages will not appear in the Inbox on the Canvas Student app until there is a reply to the message, but you can view the message in your Sent folder. However, if you have an existing Inbox message with a recipient, the message will appear as part of the Inbox message thread.



### How do I view Notifications in the Student app on my Android device?

Canvas lets you view notification items in your Canvas courses. Notifications gives you an overview of all course notifications such as changes to an assignment due date, newly created assignment, course announcement, or a reply to a subscribed discussion. You can interact directly with any items that appear within notifications.

You can also set Notification Preferences in the app to receive push notifications for Canvas activity on your mobile phone.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

You can also view notifications by adding a Canvas widget to your Android device.

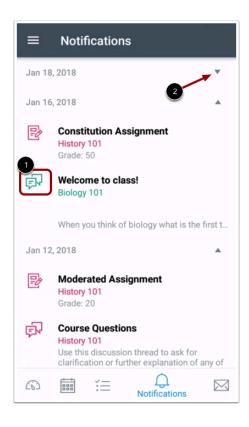
### **Open Notifications**



In the Navigation Bar, tap the **Notifications** icon.



#### **View Notifications**



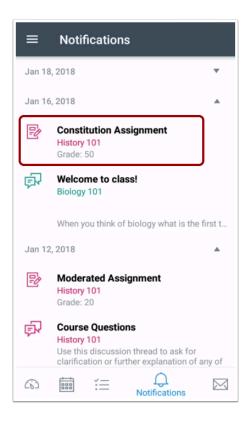
Notifications gives you an overview of all course notifications such as changes to an assignment due date, newly created assignments, course announcements, conference invitations, or a reply to a subscribed discussion.

Each item is color-coordinated according to course or group and displays an icon for its activity type [1].

Items are organized by date. To collapse and expand to-do items for a specific date, tap the Arrow icon [2].



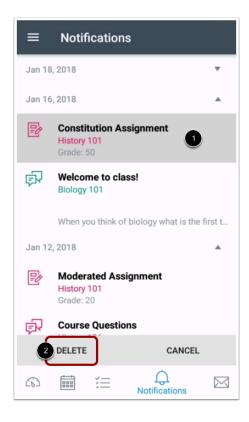
#### **View Notification Item**



To view a notification item, tap the name of the item. The app will redirect to the notification's corresponding page.



### **Delete Notification**



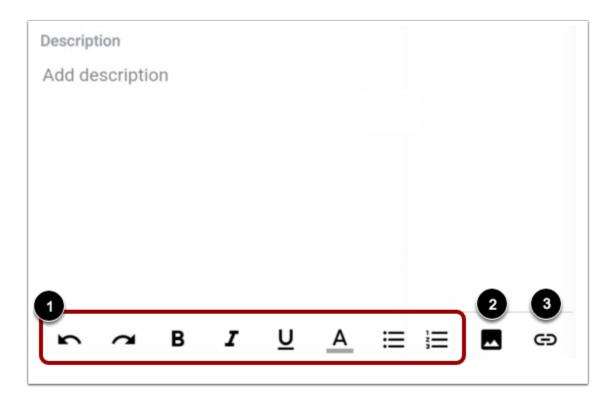
To remove a notification, tap and hold the notification [1]. Tap the **Delete** button [2].



### How do I use the Rich Content Editor in the Student app on my Android device?

You can use the Rich Content Editor to edit and format text in the Student app. The Rich Content Editor is available in Assignments, Announcements, and Discussions.

#### **View Rich Content Editor**

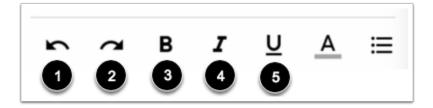


You can use the Rich Content Editor when editing posts and replies in Announcements and Discussions.

The Rich Content Editor allows you to format text [1], attach images [2], or add links [3]. You may have to swipe your screen to the left or right to view all Rich Content Editor icons.



#### **Format Text**

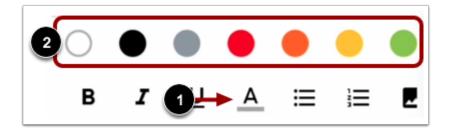


To undo your last action, tap the **Undo** icon [1]. To redo what was previously undone, tap the **Redo** icon [2].

To bold text, tap the **Bold** icon [3]. To italicize text, tap the **Italics** icon [4]. To underline text, tap the **Underline** icon [5].

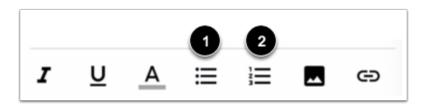
To stop using bold, italics, or underline formatting, tap the Bold, Italics, or Underline icon again.

#### **Change Text Color**



To change the text color, tap the **Color** icon [1]. Then tap the color you want to use [2].

#### **Create List**



To format text as a bulleted list, tap the **Bulleted List** icon [1]. To format text as a numbered list, tap the **Numbered List** icon [2].

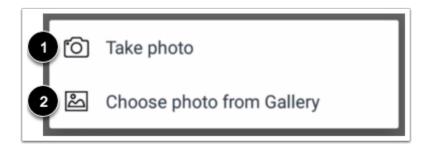


# **Insert Image**



To insert an image, tap the **Image** icon.

#### **Select Image Option**



To take a photo from your camera, tap the **Take photo** link [1].

To select an image from your device, tap the Choose photo from Gallery link [2].

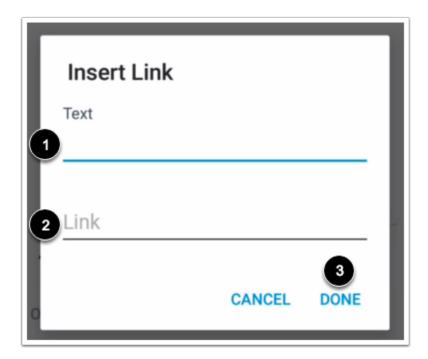
#### Add Link



To add a link, tap the **Link** icon.



#### Link to Website URL



Enter the link title in the **Text** field [1] and the link URL in the **Link** field [2]. Then tap the **Done** link [3].



### How do I view the To-Do List in the Student app on my Android device?

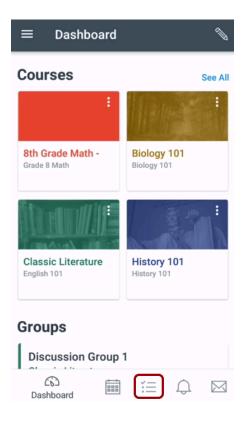
The To-Do List gives you a quick view of upcoming graded course items that you have not yet completed in <u>your favorite</u> <u>courses</u>.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

You can also view the To-Do List by adding a Canvas widget to your Android device.

Note: You can add personal to-do items in the app. However, to-do items created in the app only display in the Calendar.

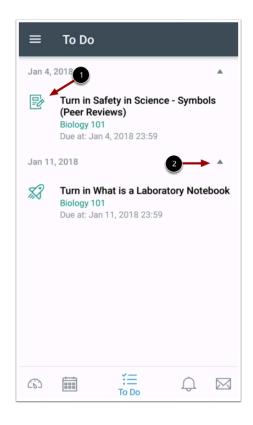
### **Open To-Do List**



In the Navigation Bar, tap the **To-Do List** icon.



#### **View To-Do List**



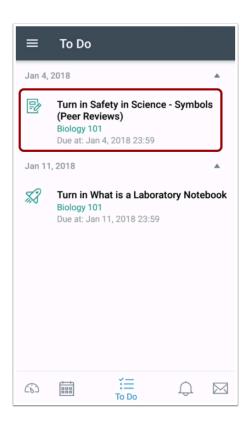
The To-Do List gives you a quick view of upcoming graded assignments, quizzes, and discussions that you have not yet completed. Each item is color-coordinated according to course and displays an icon [1] for its activity type: discussion, quiz, or assignment.

To-do items are organized by due date. To collapse and expand to-do items for a specific date, tap the Arrow icon [2].

Note: Users who are using the student app with an instructor role will see To Do notifications about grading assignments.



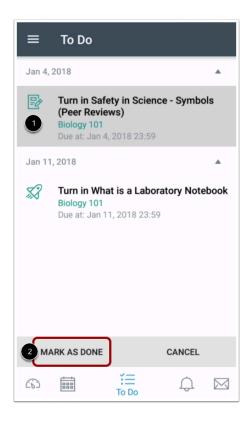
#### **View To-Do List Item**



To view a to-do item, tap the name of the item. The app will redirect to the item's corresponding page.



#### Mark Item as Done



To mark a to-do items as done, tap and hold the item [1]. Tap the Mark as Done button [2].



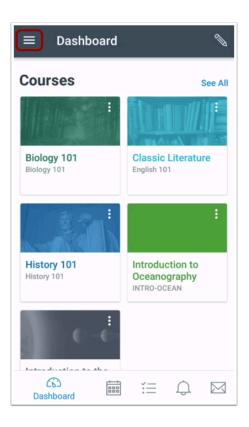
### How do I view my User Files in the Student app on my Android device?

You can view personal files that you've added to your account on the Canvas Student app.

Learn how to manage your personal files.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

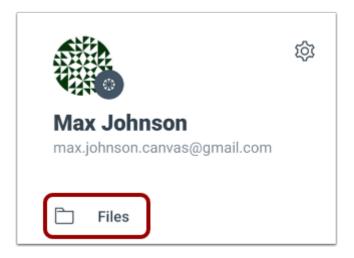
### **Open User Menu**



In the Dashboard, tap the User Menu icon.

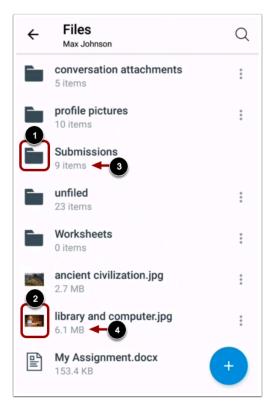


# **Open Files**



Tap the **Files** link.

### **View User Files**

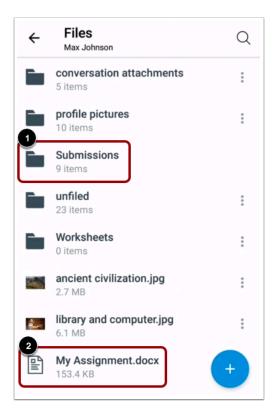




User Files displays file folders [1] and file items [2].

File folders show how many file items are within a folder [3]. Individual files show the size of the file [4].

#### **View Files and Folders**

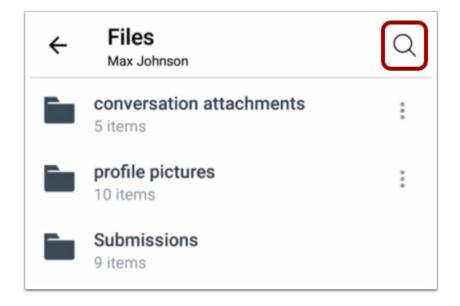


To view files within a folder, tap the name of the folder [1].

To view a specific file, tap the name of the file [2]. If your device has an application installed that can display the file, you can view the file in the app.

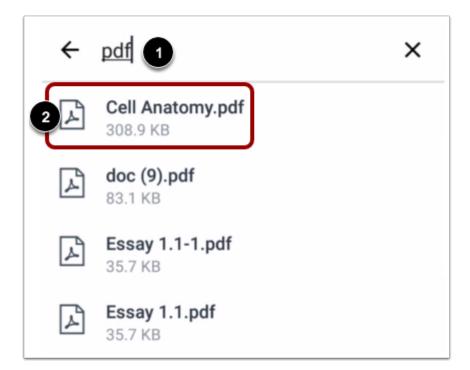


### **Search Files**



To open the search field, tap the **Search** icon.

### **Open File**





To search for a file, type the file name in the search field [1]. To open the file, tap the name of the file [2].

#### Notes:

- You must type three or more characters for search results to display.
- Search results will not include file folders.



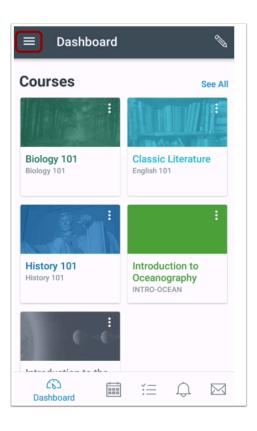
# How do I manage my User Files in the Student app on my Android device?

You can manage all the personal files in your Canvas account in the Canvas Student app.

If you want an uploaded file to appear in a specific folder, open the folder before uploading the file. File items that are uploaded in the Root User Folder will be placed in the unfiled folder.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

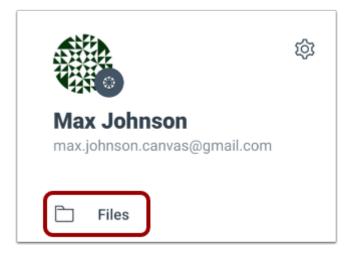
### **Open User Menu**



In the Dashboard, tap the User Menu icon.

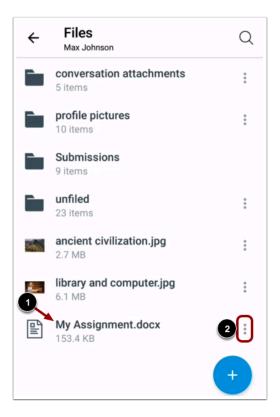


# **Open Files**



Tap the **Files** link.

# Manage My Files





To open a file, tap the name of the file [1]. To manage a file, tap the **Options** icon [2].

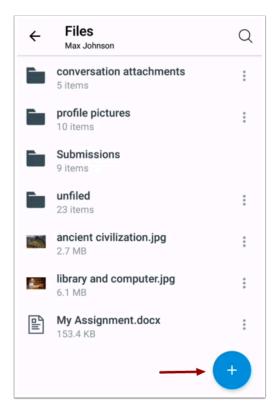
#### **View File Options**



To rename the file, tap the **Rename** option [1]. To delete the file, tap the **Delete** option [2].

Note: You cannot create new folders, move files from one folder to another, or download files in the Canvas Student app.

#### Add New Item

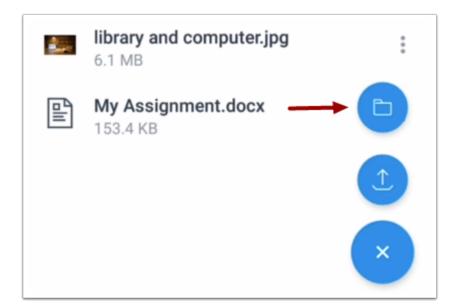




To upload a new file or folder, tap the **Add** button.

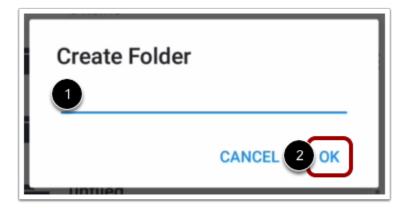
**Note:** If you want an uploaded file to appear in a specific folder, open the folder before uploading the file. File items that are uploaded in the Root User Folder will be placed in the unfiled folder.

#### **Add Folder**



To add a new folder, tap the **Folder** button.

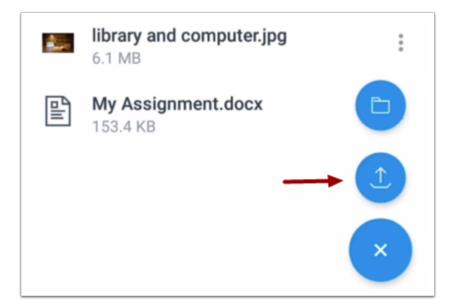
#### Name Folder



Enter the name of your folder [1], then tap the **OK** link [2].

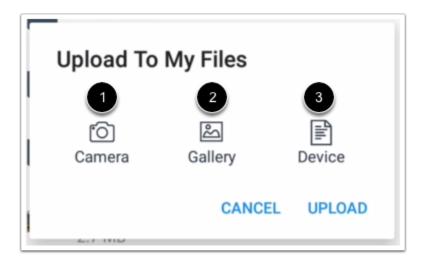


#### Add File



To add a new file, tap the **Upload** button.

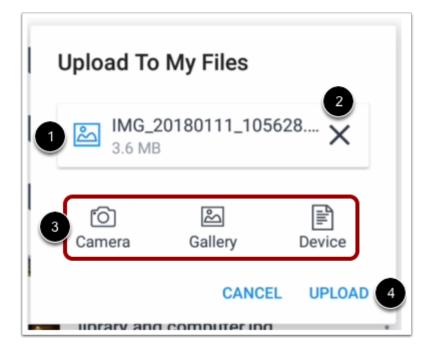
#### **Select File Location**



Select the location of your file. You can take a new photo from your camera [1], find a file in your photo gallery [2], or search your device for a file [3].



## **Upload File**



Once your file has been selected, it will display in the Attachments window [1]. To remove the file, tap the **Remove** icon [2]. To add another file, tap the destination for the file [3].

To upload your file, tap the **Upload** button [4].



### How do I add a Canvas widget for the Student App to my Android device?

The Canvas Student app comes with several widgets for quick access to grades, notifications, to-do items, and bookmarks.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### **Notes:**

- Depending on your Android device, the steps to install a widget may vary from what is pictured below. If you have questions, please refer to your device instructions about how to install a widget.
- Widgets are not available for the Canvas Teacher or Canvas Parent apps.

### **Tap and Hold Screen**



Tap and hold the home screen.



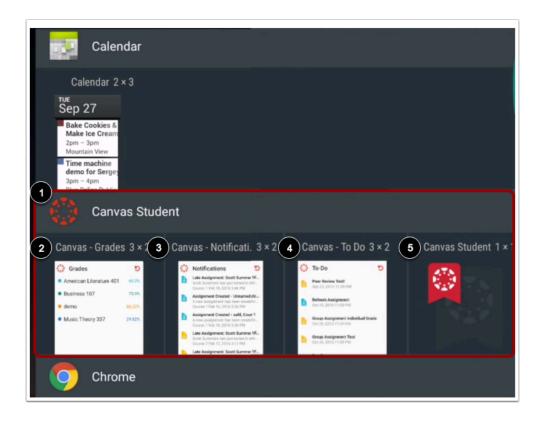
# **Open Widgets**



Tap the **Widgets** icon.



### **Find Canvas Widgets**



Find the Canvas Student widgets [1]. The following widgets are available:

- Grades [2]: displays the overall grade for a student's favorite courses.
- Notifications [3]: displays the <u>notifications listed on the Notifications page</u>.
- To Do List [4]: displays <u>To Do list items</u> from <u>your favorite courses</u>.
- Bookmarks [5]: creates a shortcut to <u>any bookmarked item in the Student app</u>.



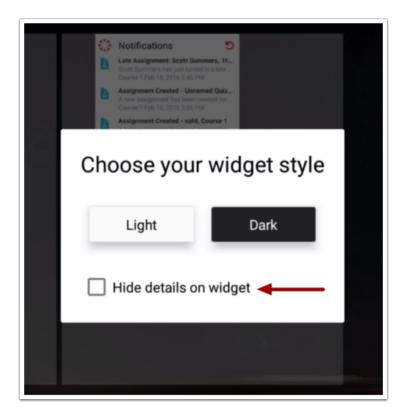
# **Place Widget**



Tap and hold the widget, then select a screen to place it on.



# **Choose Widget Style**

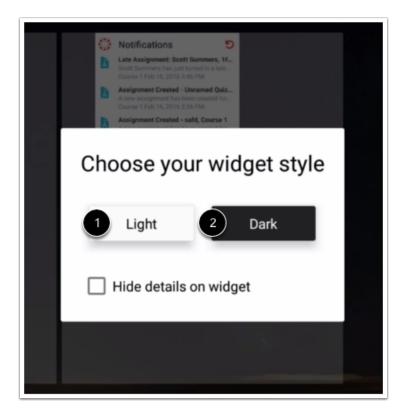


If you want to hide the details in the widget, tap the **Hide details on widget** checkbox.

Note: The Hide details on widget option is not available for the bookmark widget.



# **Select Style**

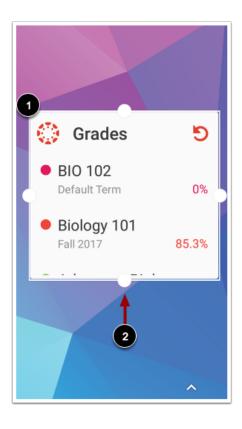


Tap your preferred widget style: light [1] or dark [2]. The light widget style will style the widget has dark text over a light background. The dark widget style will style the widget as light text over a dark background.

Note: Widget styles are not available for the bookmark widget.



# **Resize Widget**



To move the widget, tap and hold on the widget [1]. To resize the widget, tap and drag the resize icons [2].



# View the Widget



View your Canvas widget. To view a widget item directly in the app, tap the item [1].

To refresh the widget information, tap the **Refresh** icon [2].



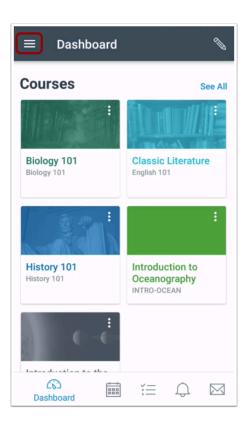
### How do I view Bookmarks in the Student app on my Android device?

You can view all links that you've bookmarked in the Canvas Student app. Learn how to bookmark app content.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

You can also view bookmarks by adding a Canvas widget to your Android device.

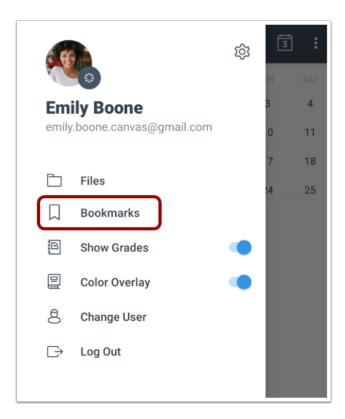
### **Open User Menu**



In the Dashboard, tap the User Menu icon.



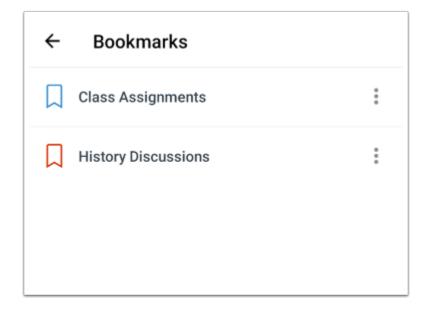
# **Open Bookmarks**



Tap the **Bookmarks** link.

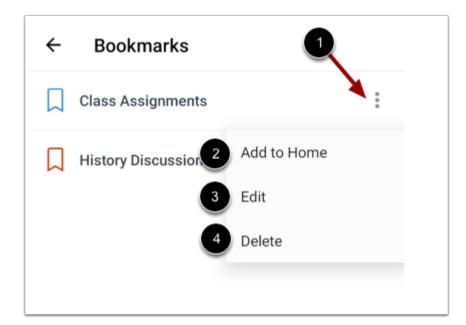


#### **View Bookmarks**



View your bookmarks in the app.

# Manage Bookmarks



To manage your bookmarks, tap the **Options** icon [1].



If supported by your device, you can add a bookmark to the Home page of your device by tapping the Add to Home link [2].

To edit the name of your bookmark, tap the **Edit** link [3].

To delete the bookmark, tap the **Delete** link [4].



# **Course Features**

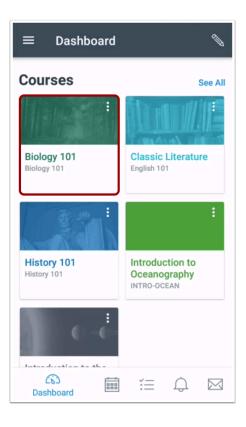


### How do I bookmark content in the Student app on my Android device?

You can bookmark any course page in the Canvas Student app for quick reference at any time. Learn how to <u>view your bookmarks</u>.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

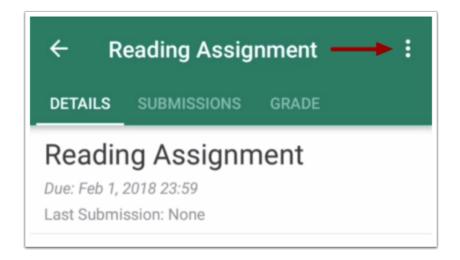
### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.

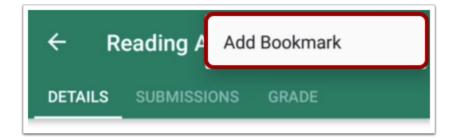


# **Open Options Menu**



On any course content page, tap the **Options** icon.

#### **Add Bookmark**



Tap the Add Bookmark link.



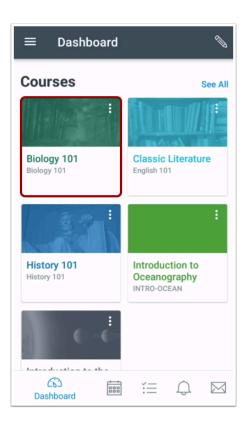
### How do I view Announcements in the Student app on my Android device?

Canvas lets you view Announcements in your Canvas courses. You can also view Announcements directly in the <u>Notifications tab</u>. If your instructor allows, you can <u>reply to announcements</u>.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** The Course Navigation menu matches the browser version of your Canvas course. If Announcements is not available in your Course Navigation, it will also be hidden from view in the app.

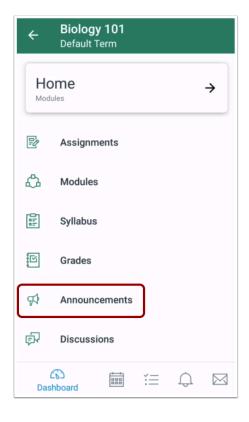
### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



# **Open Announcements**

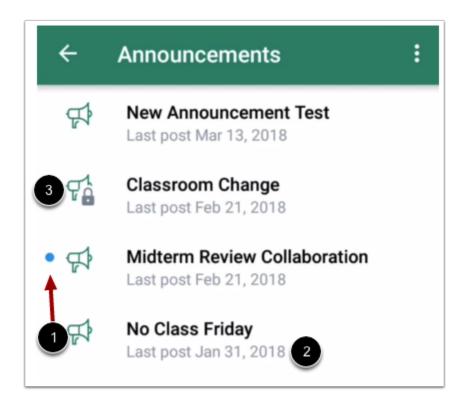


In the Course Navigation Menu, tap the **Announcements** link.

Note: You may need to swipe your screen to view Announcements in the menu.



#### **View Announcements**



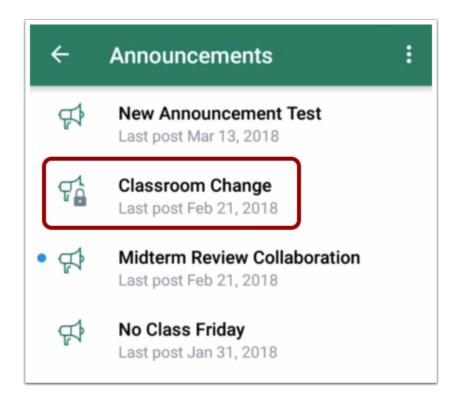
The most recent announcement will always appear at the top. Unread announcements are indicated by a blue dot [1]. All announcements show the last post date [2].

Announcements that do no allow replies display the Lock icon [3].

Swipe your device from top to bottom to quickly refresh Announcements.



### **Open Announcement**



To view an announcement, tap the announcement you want to read.



#### **View Announcement**



View the course announcement.



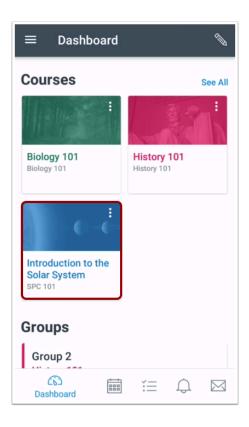
# How do I reply to an announcement on the Student app on my Android device?

You can reply to announcements and announcement replies through your course. You can also reply to announcements through the <u>Notifications tab</u>.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

Note: If you cannot reply to an announcement, this feature has been disabled.

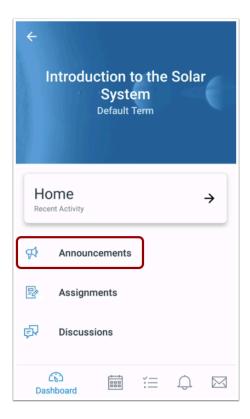
### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



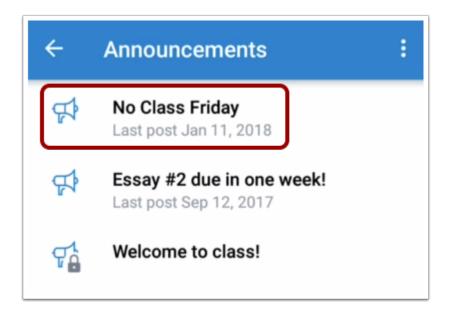
# **Open Announcements**



Tap the **Announcements** link.



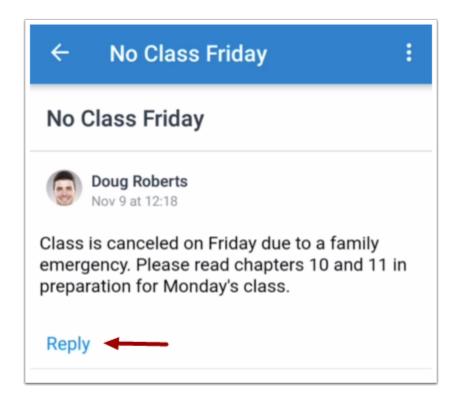
# **Open Announcement**



Tap the announcement where you want to reply.



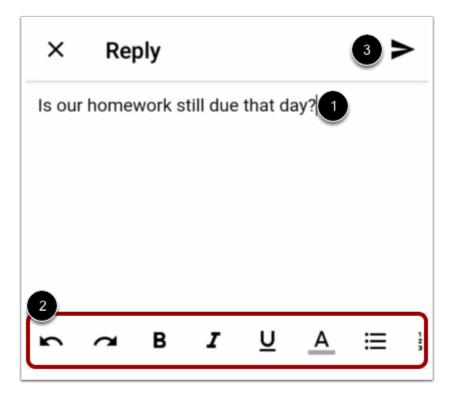
### **Reply to Announcement**



Tap the **Reply** link.



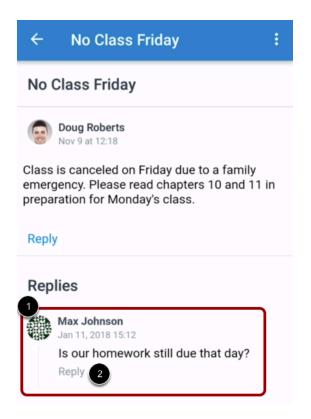
# **Create Reply**



Enter your message in the text field [1]. Use the Rich Content Editor to format your reply [2]. To send the reply, tap the **Send** icon [3].



# **View Reply**



View your reply [1]. To reply to an announcement reply, tap the **Reply** link for that reply [2].

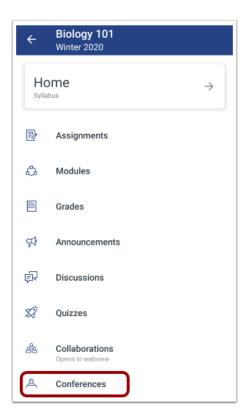


### How do I view Conferences in the Student app on my Android device?

Once you have joined a conference in the Student app, you can use the Conferences interface to participate in the conference. The Conferences interface uses the BigBlueButton web conferencing system.

This guide provides a basic overview of the Conferences interface. To learn more about specific features, view BigBlueButton's <u>HTML5 user documentation</u>.

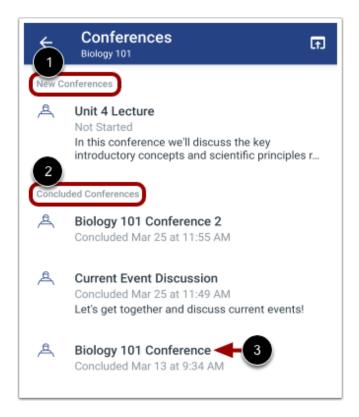
### **Open Conferences**



In Course Navigation, tap the Conferences link.



#### **View Conferences**

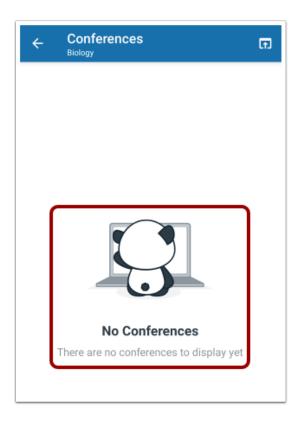


The Conferences page displays all conferences in your course. New conferences, including in-process conferences, display in the New Conferences section [1]. Concluded conferences display in the Concluded Conferences section [2].

To view conference details, tap the name of a conference [3].



#### **View No Conferences**



If your course does not have any conferences, the Conferences page displays a **No Conferences** notification.

## **Open In Progress Conference**

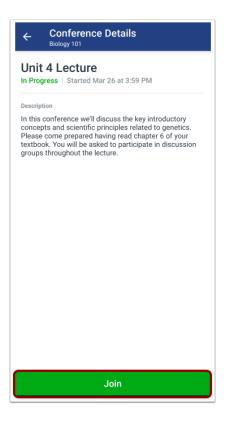


To open a conference that has started, tap the name of the conference [1].



Note: If the In Progress label does not display for your conference, the conference has not started [2].

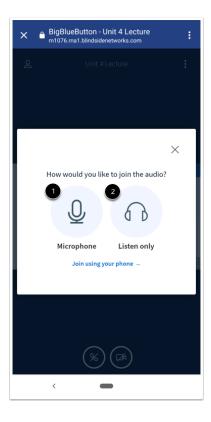
#### Join Conference



To join an in progress conference, tap the **Join** button.



### **Join Audio**

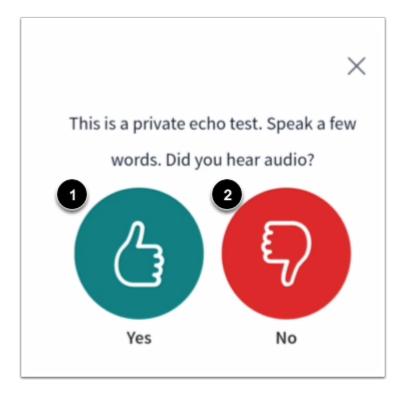


Before joining a conference, you will be asked how you want to join the conference audio. To use your microphone during the conference, tap the **Microphone** icon [1]. You will then need to follow the steps below to enable your microphone.

To quickly join the conference as a listener only, tap the **Listen Only** icon [2]. You will be taken directly to the conference.



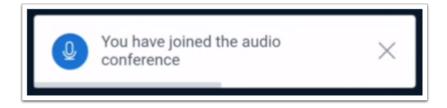
#### **Complete Echo Test**



To test your microphone, you will need to complete an echo test. Speak a few words and listen for an echo. If you hear an echo, tap the **Yes** icon [1]. You will be taken directly to the conference.

If you do not hear an echo, tap the **No** icon [2]. Tapping the No icon will allow you to change your audio settings and retry the echo test.

#### **View Confirmation Message**



A confirmation message will display to confirm you have joined the conference.



### **View Conferences Interface**



The Conferences interface includes four different areas that allow you to participate in the conference:

- Presentation Window [1]
- User Menu [2]
- Conference Tools [3]
- Options Menu [4]



### **View Presentation Window**



The Presentation window displays the conference presentation [1].

You may be able to use the multi-user whiteboard to interact directly in the presentation [2]. If the toolbar is not available in the window, the multi-user whiteboard has not been enabled by your presenter.

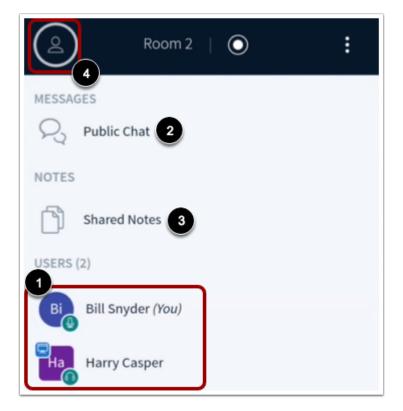


# Open User Menu



To open the User Menu, tap the **Users** icon.

### View User Menu



All of the users in the conference will display in the **Users** list [1].





To open the chat, tap the **Public Chat** link [2]. To view the shared notes, tap the **Shared Notes** link [3].

To exit the User Menu, tap the **Users** icon [4].

### **View Conference Tools**



The Conferences Interface includes tools to manage the audio and video elements of the conference.

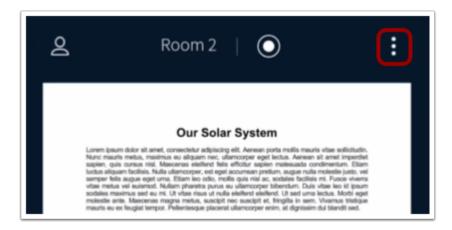
To mute or unmute your microphone, tap the Microphone icon [1].

To leave or join the conference audio, tap the Audio icon [2].

To enable your webcam, tap the Webcam icon [3].

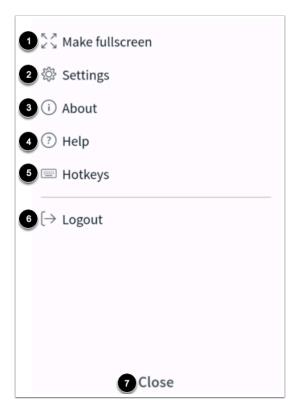


# **Open Options Menu**



To open the Options Menu, tap the **Options** icon.

# **View Options Menu**



From the Options Menu, you can:

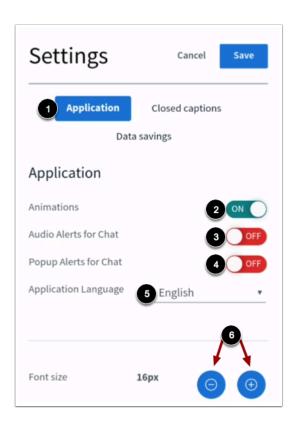




- Enter or exit fullscreen mode [1]
- Open the Settings menu [2]
- View information about the Conferences interface [3]
- View BigBlueButton tutorial videos [4]
- View Conferences hotkeys [5]
- Log out of the Conferences interface [6]

To close the Options menu, tap the Close link [7].

### **View Application Settings**



From the Settings menu, you can manage additional settings for the Conferences interface. By default, the Settings menu will open to the **Applications** tab [1].

To enable or disable audio animations, tap the **Animations** button [2].

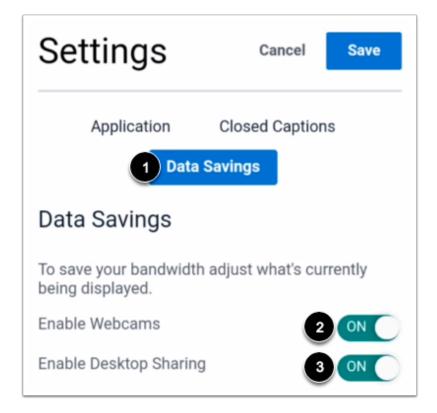
To enable audio alerts, tap the **Audio Alerts for Chat** button [3]. To enable popup chat alerts, tap the **Popup Alerts for Chat** button [4].

To change your language, tap the Application Language menu and select your preferred language [5].

To adjust the font size, tap the Increase or Decrease icon [6].



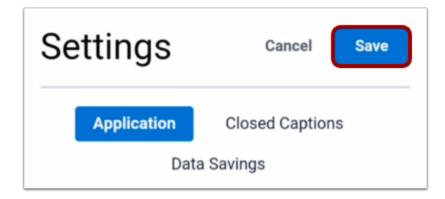
### **View Data Savings Settings**



To manage data savings, tap the **Data Savings** tab [1].

To enable or disable your webcam, tap the **Enable Webcams** button [2]. To enable or disable desktop sharing, tap the **Enable Desktop Sharing** button [3].

### **Save Settings**





To save your changes to the Settings menu, tap the **Save** button.



### How do I view Discussions in the Student app on my Android device?

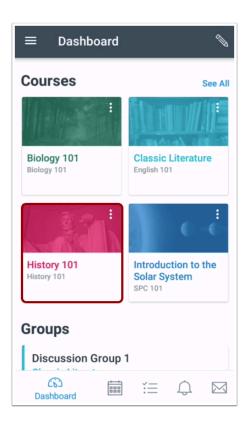
The Canvas Student app helps you keep track of all course discussions. You can also view newly created discussions or changes to discussions in the <u>Notifications tab</u>.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### **Notes:**

- Rubrics are not currently supported for graded discussions in the Canvas Student app.
- The Course Navigation menu matches the browser version of your Canvas course. If Discussions is not available in your Course Navigation, it will also be hidden from view in the app.

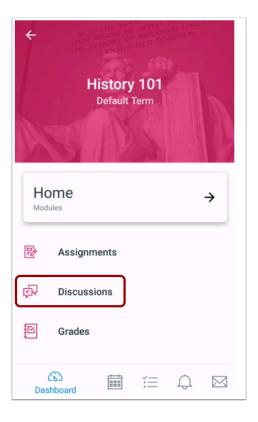
### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



# **Open Discussions**

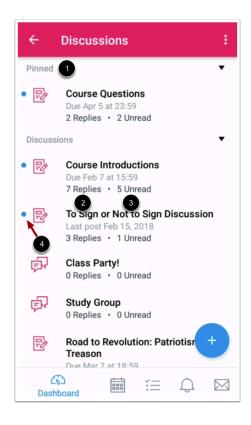


Tap the **Discussions** link.

**Note:** You may need to swipe your screen to view Discussions in the menu.



### **View Discussions**



Pinned discussion will always display at the top of the page [1]. For each discussion, you can view the number of total replies [2] and the number of replies you have not read [3].

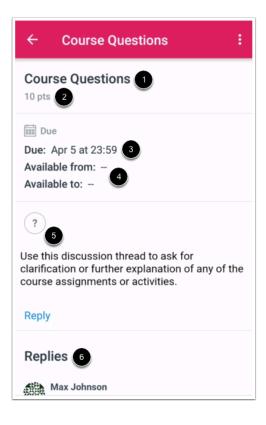
Discussions with unread posts are indicated by a blue dot [4].

Swipe your device from top to bottom to quickly refresh Discussions.

To view a discussion thread, tap the name of the thread.



### **View Discussion**



For each discussion, you can view the title [1], point value [2], due date [3], availability dates [4], and description [5].



# **View Discussion Replies**



Replies can be viewed below the discussion topic. Swipe down on your device to view all replies.

If any users have replied to each other, you can view the replies within replies.

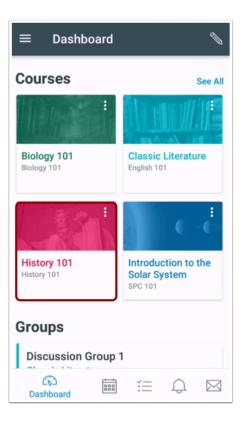


# How do I create a discussion in the Student app on my Android device?

If an instructor allows, students may be able to create new discussions. However, student discussions are always published immediately to the course. If you cannot create a discussion, your instructor has restricted this feature.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

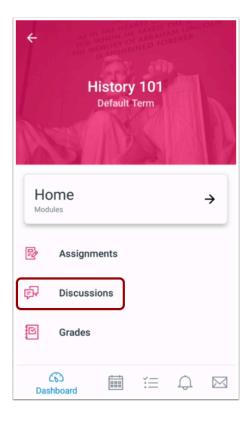
### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



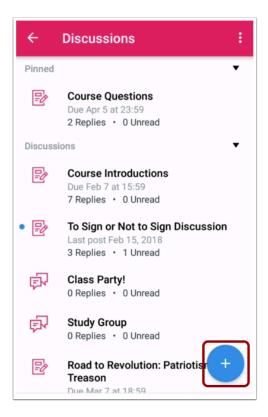
# **Open Discussions**



Tap the **Discussions** link.



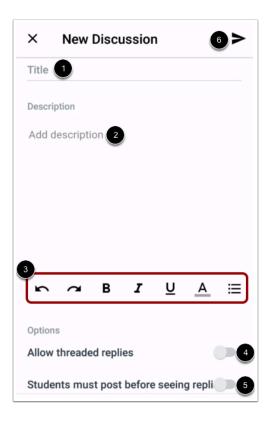
### **Add Discussion**



Tap the **Add** icon.



### **Create Discussion**



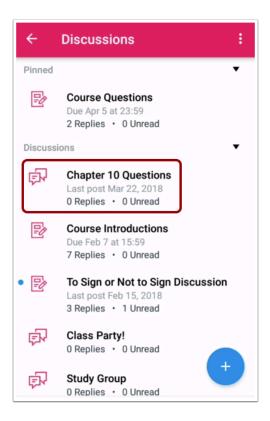
Create a title for your discussion in the **Title** field [1]. Enter the details of your discussion in the **Message** field [2]. To format your description text, use the **Rich Content Editor** icons [3].

To allow your discussion to allow threaded replies, tap the **Allow Threaded Replies** button [4]. To require other students to post before seeing replies, tap the **Students must post before seeing replies** button [5].

When you are finished, tap the **Send** icon [6].



### **View New Discussion**



View your new discussion.



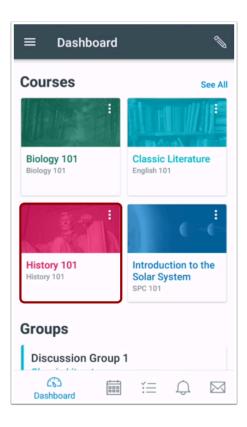
# How do I reply to a discussion in the Student app on my Android device?

You can reply to a discussion within the Canvas Student app.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** The process of responding to a focused discussion or a threaded discussion is the same, although the layout of the discussion may look different depending on the depth of the discussion thread.

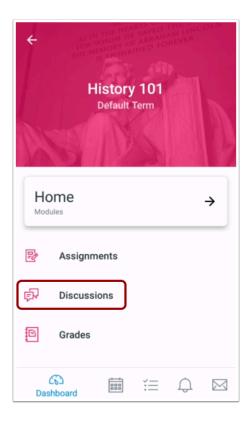
### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



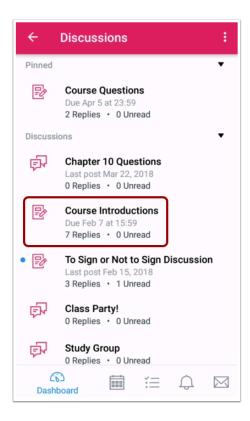
# **Open Discussions**



Tap the **Discussions** link.



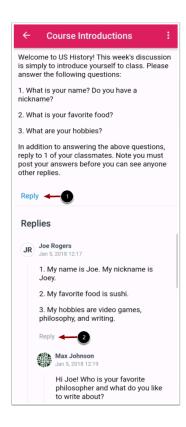
# **Open Discussion**



To view a discussion thread, tap the name of the thread.



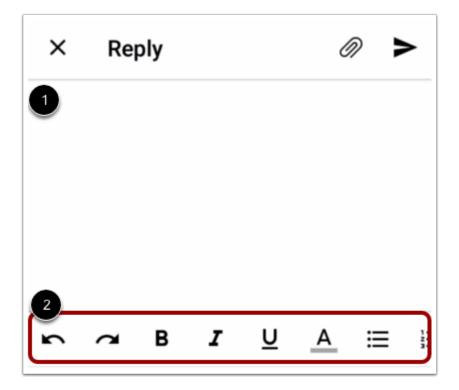
# **Reply to Discussion**



To reply to the discussion, tap the **Reply** link for the discussion [1]. To reply to another discussion post, tap the **Reply** link for the post [2].



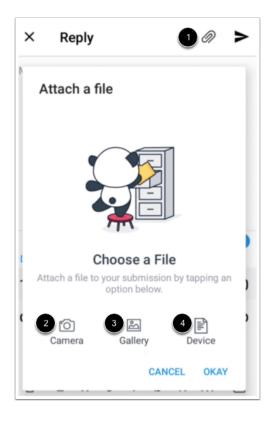
# **Create Reply**



Add your reply in the **Reply** field [1]. To <u>format your reply</u>, use the **Rich Content Editor** icons [2].



### **Add Attachment**



If your course allows attachments in discussions, you can add an attachment by tapping the **Attachment** icon [1].

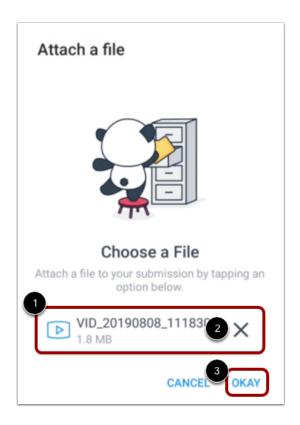
To take a photo from your camera, tap the **Camera** icon [2].

To select an image from your gallery, tap the Gallery icon [3].

To select a file or video from your device, tap the **Device** icon [4].



### **View Attachment**



View your attachment [1]. To remove the attachment, tap the **Remove** icon [2].

To attach the file to your reply, tap the **Okay** link [3].

# **Send Reply**



To send your reply, tap the **Send** icon.



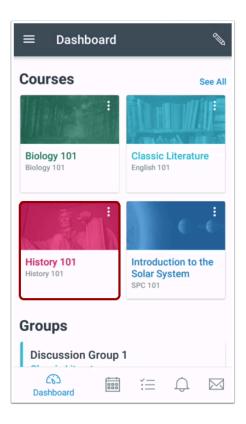
# How do I view Course Files in the Student app on my Android device?

You can view course files with the Canvas Student app. You can also view your personal files.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** The Course Navigation menu matches the browser version of your Canvas course. If Files is not available in your Course Navigation, it will also be hidden from view in the app.

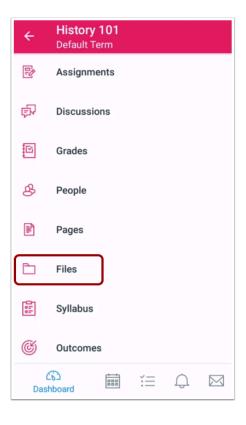
### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



# **Open Files**

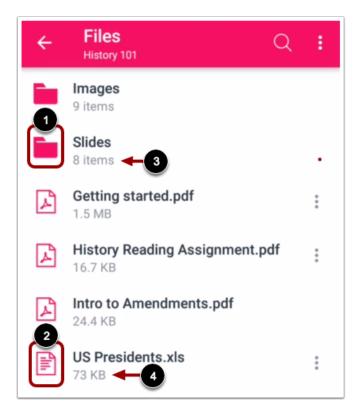


Tap the Files link.

Note: You may need to swipe your screen to view Files in the Course Navigation menu.



### **View Files**

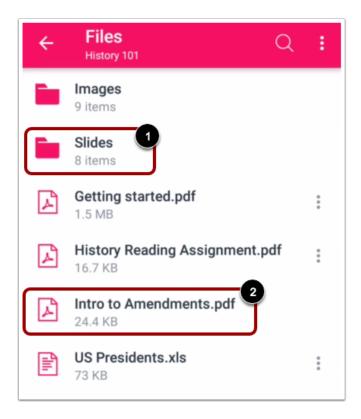


Files displays file folders [1] and file items [2] identified by icon type.

File folders show how many file items are within a folder [3]. Individual files show the size of the file [4].



### **View File Items**

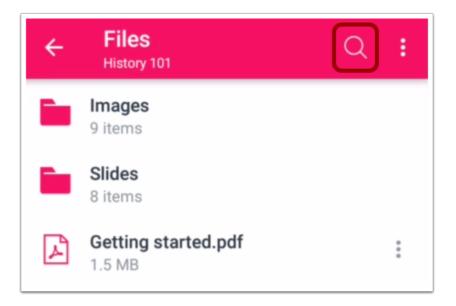


To view file items within a folder, tap the name of the folder [1].

To view a specific file, tap the name of the file [2]. If your device has an application installed that can display the file, you can view the file in the app.

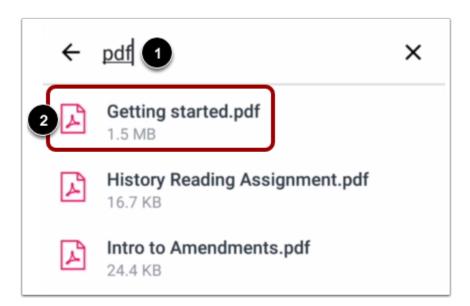


### **Search Files**



To open the search field, tap the **Search** icon.

### **Open File**



To search for a file, type the file name in the search field [1]. To open the file, tap the name of the file [2].

#### Notes:





- You must type three or more characters for search results to display.
- Search results will not include file folders.



### How do I view Course Grades in the Student app on my Android device?

You can view your grades in the Canvas Student app.

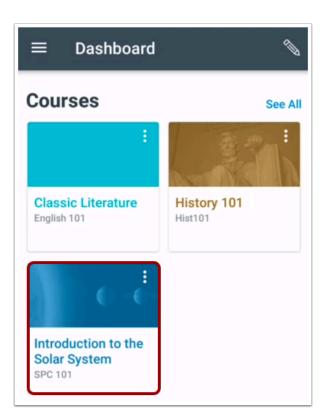
Grades are viewed as a Course Navigation link. However, the Course Navigation menu matches the browser version of your Canvas course. If Grades is not available in Course Navigation, it will also be hidden from view in the app.

If your course is using Multiple Grading Periods, you can filter grades by grading period. If your course is not using Multiple Grading Periods, the Grades page shows all assignments and grades for the entire course. If the Dashboard does not show a total grade, your instructor may have disabled this feature, or there are no active grading periods in your course.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

You can also view your grades by adding a Canvas widget to your Android device.

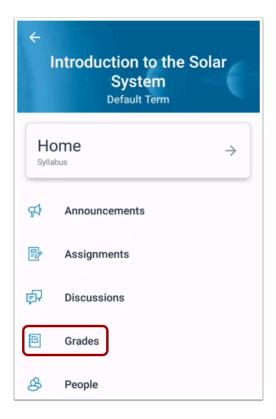
# **View Assignment Grades**



In the Dashboard, tap the name of the course you'd like to view.



# **Open Grades**

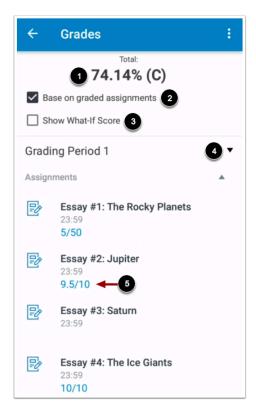


Tap the **Grades** link.

**Note:** You may have to swipe your screen to view the Grades link.



### **View Course Grades**



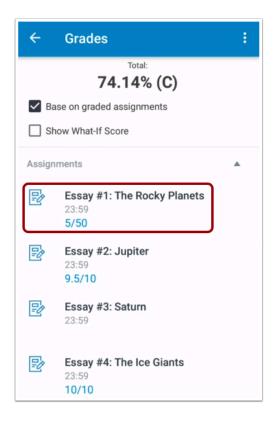
Your total score displays at the top of the page [1]. To base the score on graded assignments only, tap the **Base on graded** assignments checkbox [2]. To view What-if scores, tap the **Show What-If Score** checkbox [3].

To view grades for a different grading period, tap the Grading Period menu [4].

If a grade has been awarded for an assignment, the assignment displays the score you have earned [5].



# **View Assignment Details**



To view the details of an assignment including any comments from your instructor, tap the assignment name.



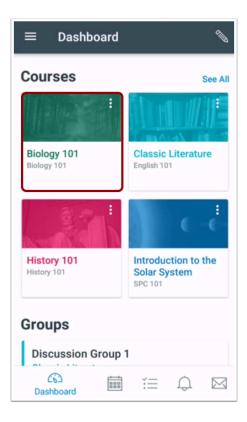
# How do I check my What-if Grades in the Student app on my Android device?

You can view your grades based on What-If scores so that you know how grades will be affected by upcoming or resubmitted assignments.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** What-if grading is only available when a course does not use weighted grading periods. Additionally, what-if scores are not saved in the Canvas Student app.

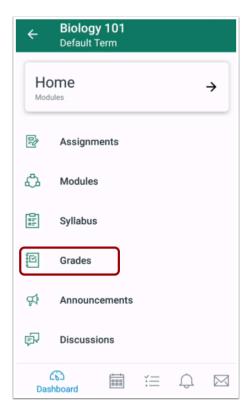
### **Open Course**



Tap the name of the course you want to open.



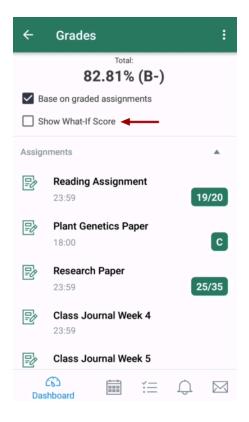
# **Open Grades**



Tap the **Grades** link.



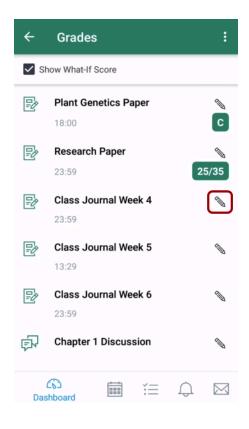
#### **Show What-If Score**



Tap the **Show What-If Score** checkbox.



#### **Edit Score**



Locate the assignment grade you want to view as a hypothetical grade. Tap the Edit icon.

#### **Enter What-If Score**

# What-If Score



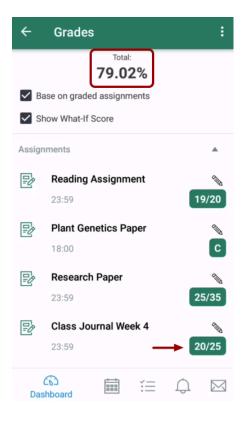
CANCEL DONE



Enter the What-If Score in the text area [1]. For instance, if your assignment is worth 25 points, and you want to see how your grade appears if you earn 20 points, enter 20 in the text area.

Tap the **Done** link [2].

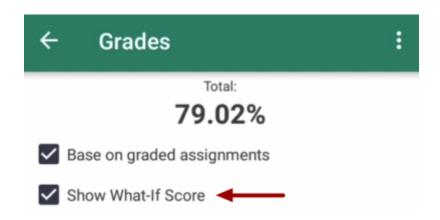
#### **View What-If Score**



View your grade as it would appear based on your What-If Score.



#### **Hide What-If Score**



To hide the What-If Scores, tap the **Show What-If Score** checkbox again.

Note: What-If Scores are not saved in the Canvas Student app.



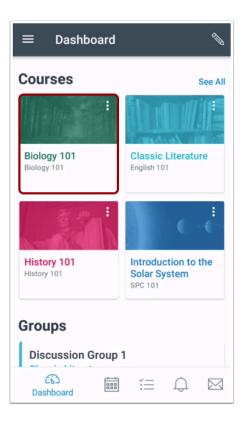
#### How do I view Modules in the Student app on my Android device?

The Canvas Student app gives you access to Modules in your courses.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** The Course Navigation menu matches the browser version of your Canvas course. If Modules is not available in Course Navigation, it will also be hidden from view in the app.

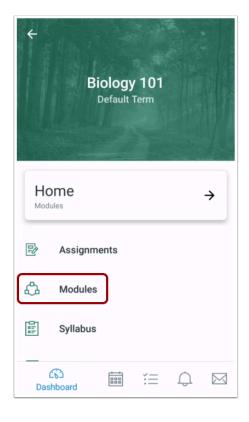
### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



# **Open Modules**

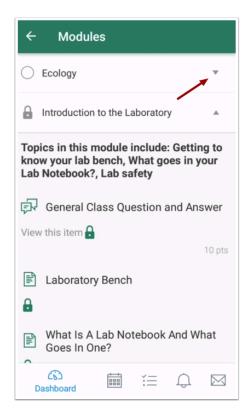


Tap the Modules link.

**Note:** You may need to swipe your screen to view Modules in the Course Navigation menu.



#### **View Modules**

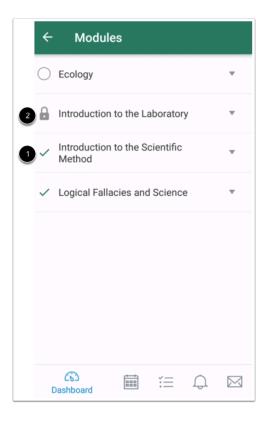


The app displays all the modules in your course.

To collapse and expand modules, toggle the module arrow.



#### **View Module Status**

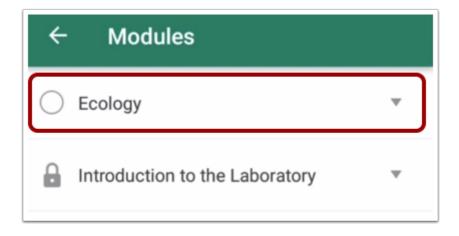


Modules also shows the status of each module. Once a module has been completed, the module includes a checkmark next to the module [1].

If a module is locked [2], it displays a locked icon. Locked modules require completed prerequisites before they can be viewed.

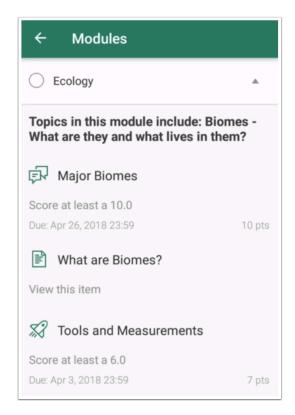


# **Open Module Items**



To view items within a module, tap the name of the module.

#### View Module Items

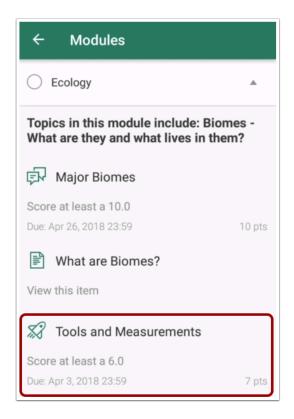


View the items in the module.





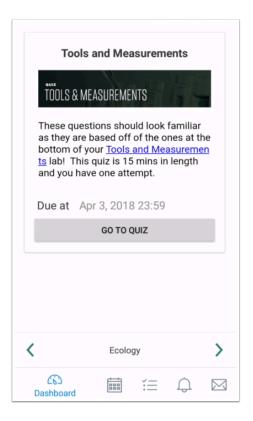
### **Open Module Item**



To open a module item, tap the name of the item.



#### View Module Item



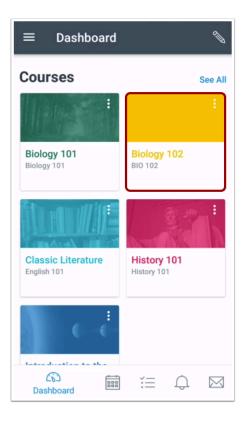
View the module item.



### How do I choose an assignment group in a module in the Student app on my Android device?

If your Modules page asks you to choose an assignment group, you need to choose which assignment(s) you want to select before you can progress to the next assignment.

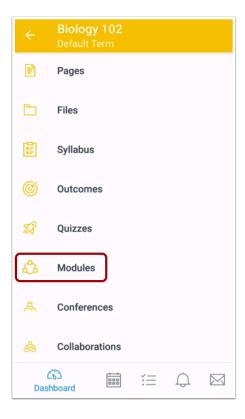
### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



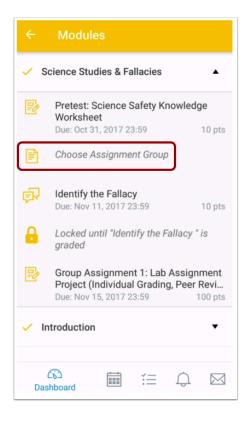
# **Open Modules**



In Course Navigation, click the Modules link.



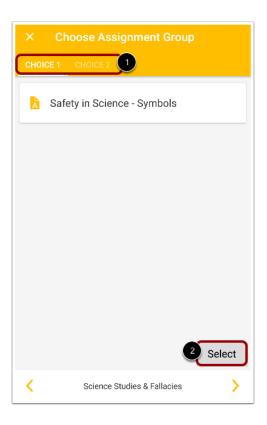
# **Choose Assignment Group**



Locate the current module and click the **Choose Assignment Group** link.



# **Select Assignment**

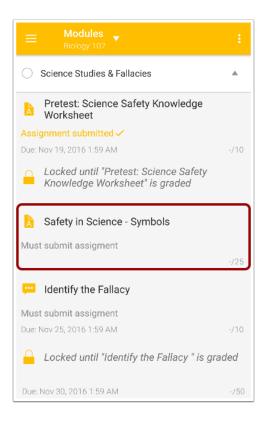


View the assignment options by tapping the tabs [1]. Locate the assignment you want to select and tap the **Select** button. [2]

**Note:** Once you select an assignment, you cannot select a different assignment.



# **View Selected Assignment**



View your selected assignment.

**Note:** If the link generates an error message, you can access the assignment by returning to the Modules link in Course Navigation.



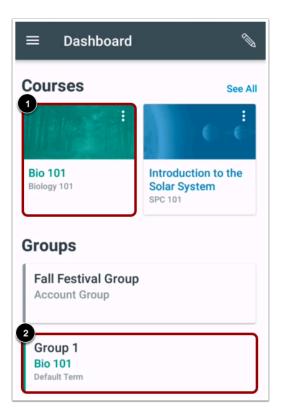
# How do I view Pages in the Student app on my Android device?

Canvas lets you access Pages from your mobile device. You can view pages in a course or group.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** The Course Navigation menu matches the browser version of your Canvas course. If Pages is not available in your Course Navigation, it will also be hidden from view in the app.

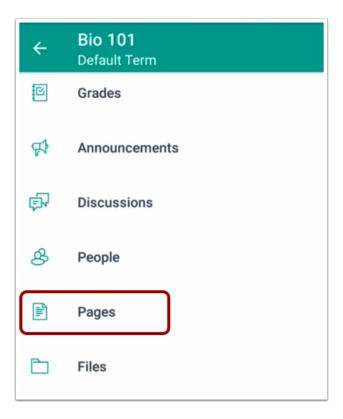
#### **Open Course**



In the Dashboard, tap the name of the course [1] or group [2] that you'd like to view.



# **Open Pages**

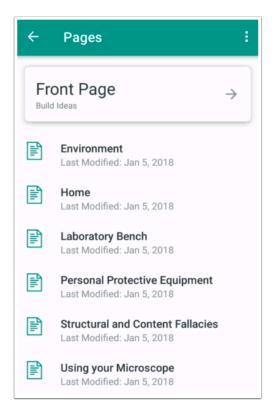


Tap the Pages link.

**Note:** You may need to swipe up on your screen to view Pages in the Course Navigation menu.



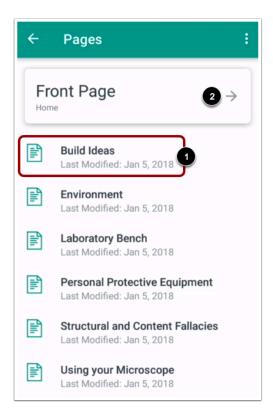
# **View Pages**



View the pages in your course or group.



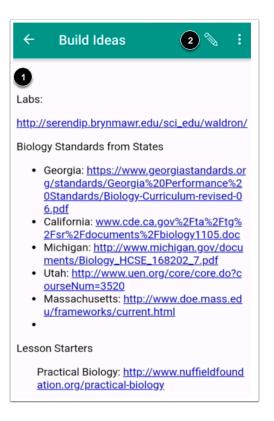
### **Open Page**



To open a page, tap the page name [1]. To open the front page, tap the **Front Page** button [2].



### **View Page**



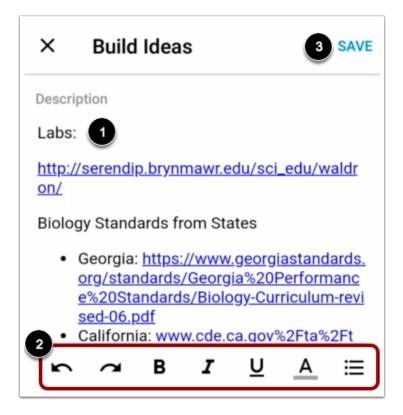
View the page [1].

To edit a page, tap the **Edit** icon [2].

Note: If the Edit icon does not display on a course page, this option has not been enabled in your course.



#### **Edit Page**



To edit page content, tap the area you want to change [1]. To format your text, insert an image, or add a link, use the **Rich Content Editor** icons [2].

To save your changes, tap the **Save** link [3].



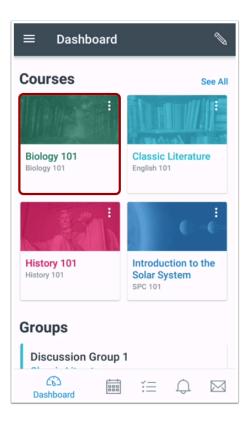
#### How do I view People in the Student app on my Android device?

Canvas lets you access People from your mobile device.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** The Course Navigation menu matches the browser version of your Canvas course. If People is not available in your Course Navigation, it will also be hidden from view in the app.

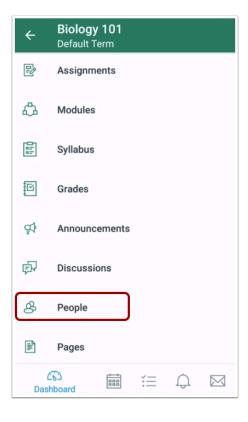
### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



### **Open People**

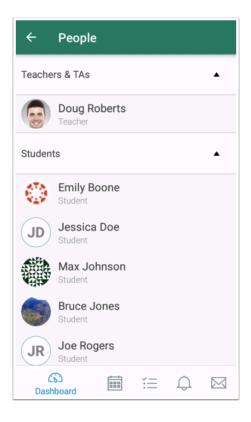


Tap the **People** link.

**Note:** You may need to swipe your screen to view People in the Course Navigation menu.



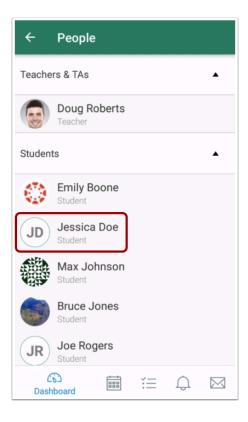
# **View People**



View the users enrolled in your course.



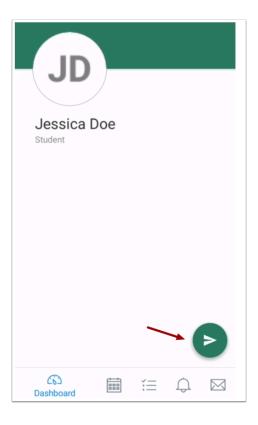
# **Open User Details**



To view details about a user, tap the user's name.



#### **View User Details**



View details about the user, if any. You can send a message to the user by tapping the **Message** icon.



#### How do I take a quiz in the Student app on my Android device?

You can take a quiz on your mobile device.

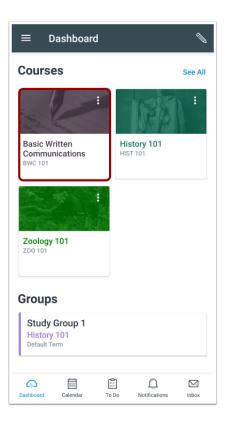
When you are finished, you may be able to view your quiz results in the browser version of Canvas.

If you cannot find your quiz on the Quizzes page, your instructor may have assigned a New Quizzes assessment.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** The Course Navigation menu matches the browser version of your Canvas course. If Quizzes is not available in your Course Navigation, it will also be hidden from view in the app.

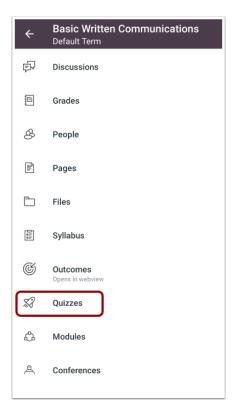
#### **Open Course**



In the Dashboard, tap the name of the course you would like to view.



# **Open Quizzes**

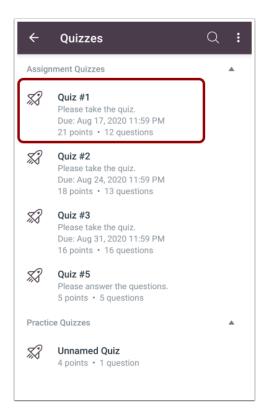


Tap the Quizzes link.

Note: You may need to swipe your screen to view Quizzes in the Course Navigation menu.



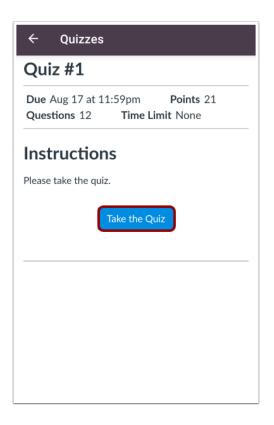
### **Open Quiz**



To open a quiz, tap the name of the quiz.



# **Take Quiz**

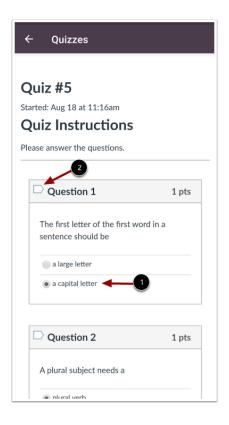


Tap the **Take the Quiz** button.

If you are returning to a quiz you started previously, tap the **Resume Quiz** button.



# **Complete Quiz Questions**



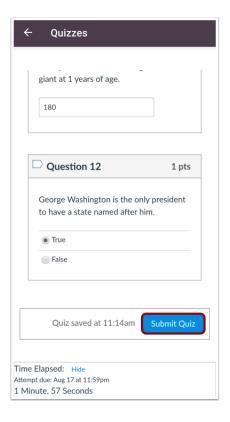
To complete the question, tap the answer choice [1], enter an answer in the text box, or upload a file (depending on the question type).

To flag a question, tap the flag icon for that question [2]. To unflag the question, tap the flag again.

If your quiz is a timed quiz, you can hide/show the timer in the quiz by tapping the hide/show link.



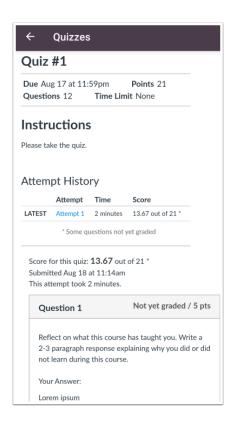
# **Submit Quiz**



When you are finished with your quiz, tap the **Submit Quiz** button.



#### **Confirm Submission**



View your quiz submission. If your instructor allows, you may be able to take the quiz again or view your quiz results.



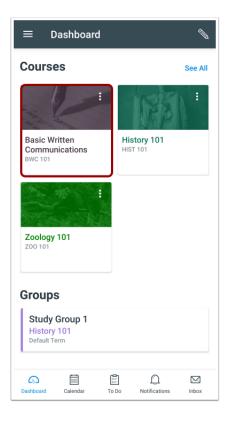
#### How do I take a New Quizzes assessment in the Student app on my Android device?

You can take a New Quizzes assessment on your mobile device. New Quizzes assessments are accessed from the Assignments page. If you cannot find your assessment on the Assignments page, you may need to access a <u>quiz from the Quizzes page</u>.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** The Course Navigation menu matches the browser version of your Canvas course. If Quizzes is not available in Course Navigation, it will also be hidden from view in the app.

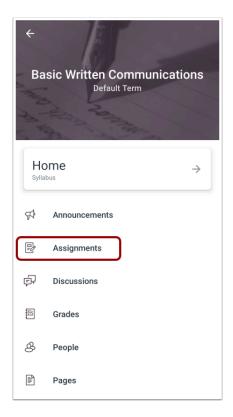
#### **Open Course**



On the Courses page, tap the name of the course you would like to view.



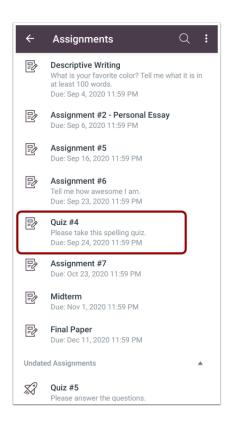
# **Open Assignments**



Tap the **Assignments** link.



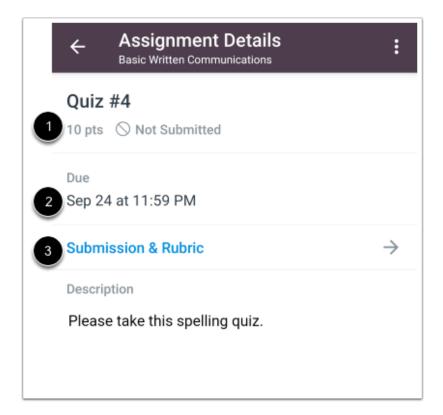
# **Open Assessment**



To open an assessment, tap the name of the assessment.



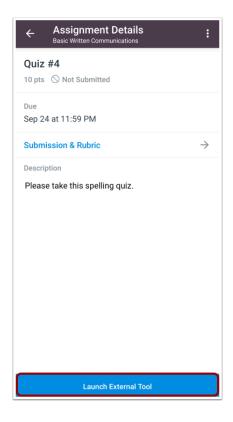
## **View Assignment Details Page**



The Assignment Details page displays the points possible [1] and the assignment due date [2]. You can also <u>view the quiz rubric</u> and <u>leave comments about the assessment</u> by tapping the **Submission & Rubric** link [3].



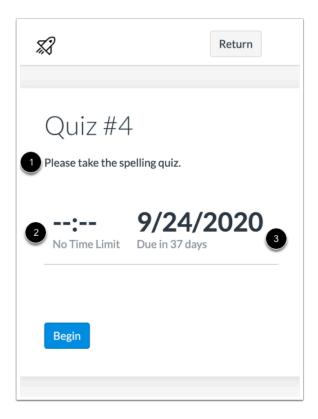
## **Launch External Tool**



Tap the Launch External Tool button.



## **View Assessment Details**



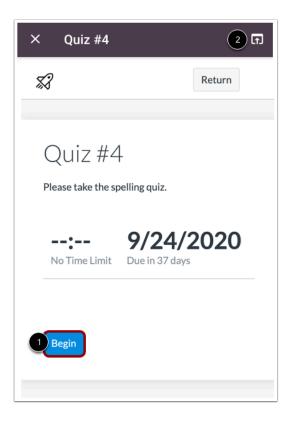
View the details for your assessment, including the description [1].

Depending on settings, your assessment may also include a time limit [2], due date [3], and number of attempts allowed, if applicable.

If your assessment requires an access code, enter the code in the Access Code field and tap the Submit button.



# **Take Quiz**

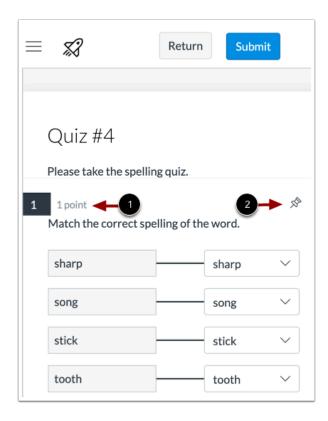


To begin your assessment, tap the **Begin** button [1].

To open your assessment in your mobile browser, tap the **Browser** icon [2].



## **Complete Quiz Questions**



Complete the assessment per your instructor's instructions.

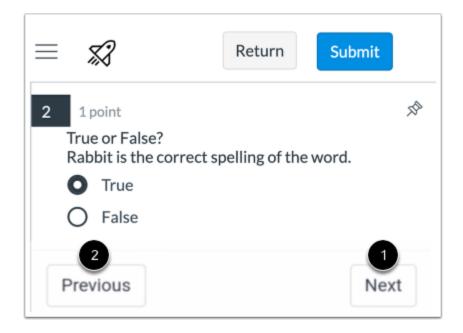
Your instructor may ask you to complete several types of questions. Each question will display its point value [1].

To pin a question to review later, tap the **Pin** icon [2].

If your assessment is a timed, the time remaining will display on the assessment page. To hide the timer, tap the **Hide** icon.



## **Complete One Question at a Time**



If your assessment displays one question at a time, you can advance to the next question by tapping the **Next** button [1].

If your assessment allows backtracking, you can return to previous questions by tapping the **Previous** button [2].

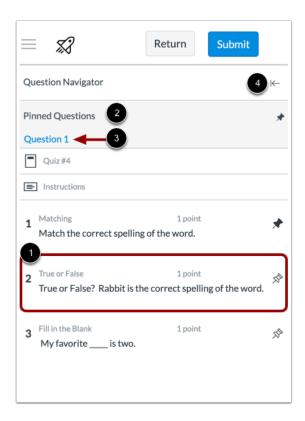
# **Open Question Navigator**



To open the Question Navigator, tap the **Menu** icon.



## **View Question Navigator**



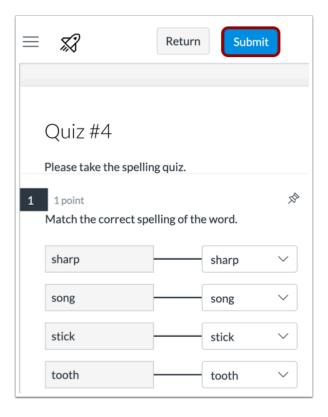
The Question Navigator allows you to easily view all questions included in an assessment. To jump to a specific question, tap the question [1].

All pinned questions will display in the **Pinned Questions** section [2]. To view a pinned question, tap the name of the question [3].

To close the Question Navigator, tap the **Close** icon [4].

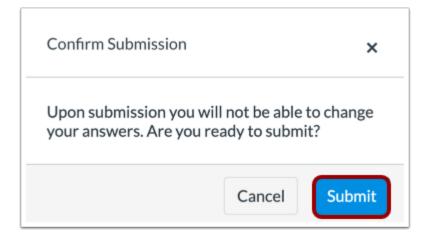


## **Submit Quiz**



To submit the assessment, tap the **Submit** button.

## **Confirm Submission**

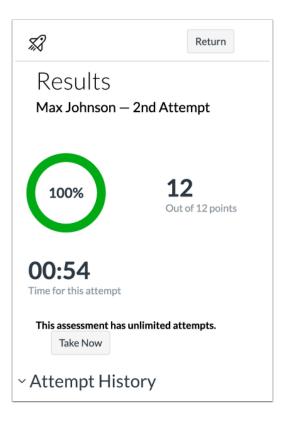


To confirm your submission, tap the **Submit** button.





## **View Results**



View the <u>results for your assessment</u>.

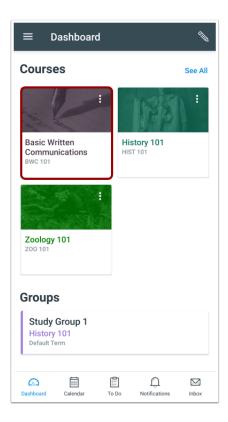


# How do I view quiz results in the Student app on my Android device?

You can view quiz results on your mobile device.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

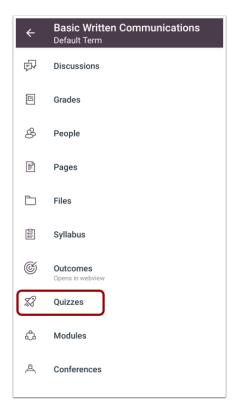
# **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



# **Open Quizzes**

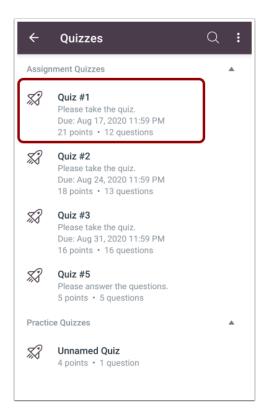


Tap the **Quizzes** link.

Note: You may need to swipe your screen to view Quizzes in the Course Navigation menu.



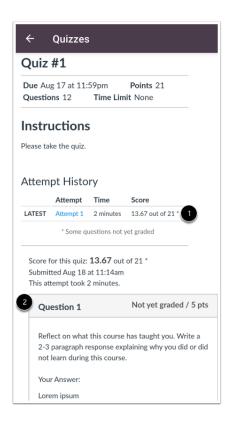
# **Open Quiz**



Tap the name of the quiz.



## **View Results**



Quiz results open in a browser window. You can view your overall quiz results at the top of the page [1]. You can also review the quiz by question, if allowed [2].



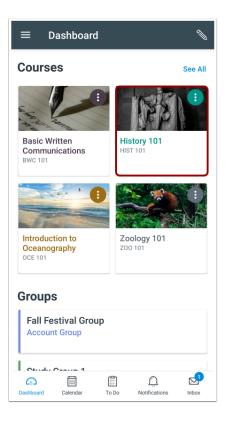
## How do I view the Syllabus in the Student app on my Android device?

Canvas lets you access the Syllabus and course assignment list from your mobile device.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** The Course Navigation menu matches the browser version of your Canvas course. If the Syllabus is not available in Course Navigation, it will be hidden from view in the app. You can always access Syllabus information in the **Notifications** link.

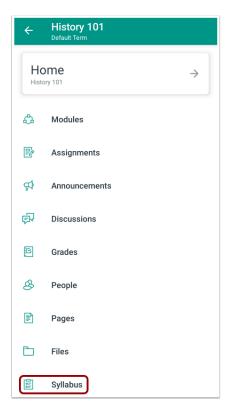
## **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



# **Open Syllabus**

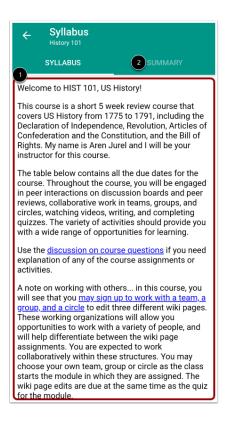


Tap the **Syllabus** link.

Note: You may need to swipe your screen to view Syllabus in the Course Navigation menu.



# **View Syllabus**

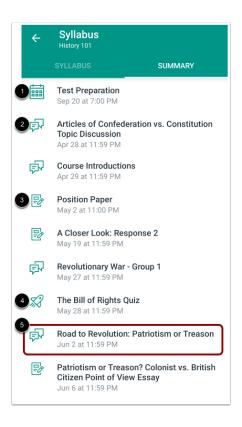


View your course syllabus [1].

To view your assignments and events, tap the **Summary** tab [2].



# **View Course Summary**



View the course summary list. The course summary list includes course events [1], discussions [2], assignments, [3], and quizzes [4]. Items in the course summary list are organized by date.

To open an assignment or event, tap the name of the item [5].

Note: If your instructor hides the course summary in the browser version of your course, it will be hidden in the Student app.



# **Assignments**



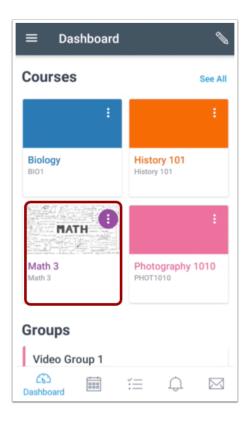
## How do I view Assignments in the Student app on my Android device?

The Canvas Student app helps you keep track of all course assignments. You can also view newly created assignments or changes to assignments in the <u>Notifications tab</u>.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** The Course Navigation menu matches the browser version of your Canvas course. If Assignments is not available in your Course Navigation, it will also be hidden from view in the app.

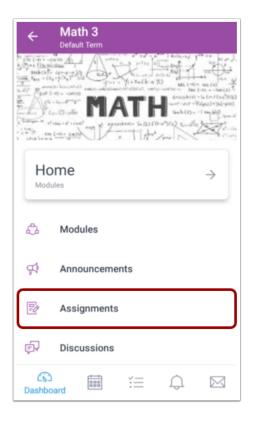
## **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



# **Open Assignments**

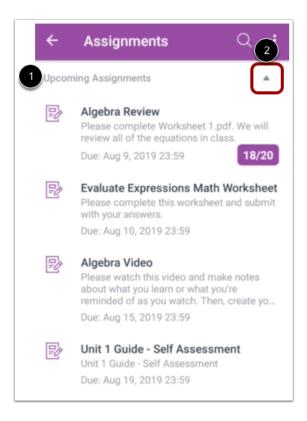


Tap the **Assignments** link.

**Note:** You may need to swipe your screen to view Assignments in the menu.



# **View Assignments**

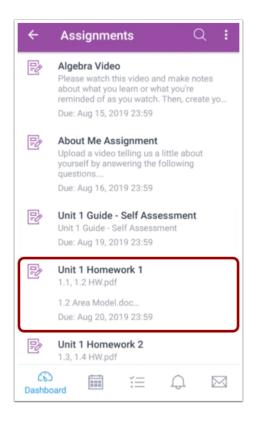


Assignments are organized into assignment groups [1].

To collapse and expand assignment groups, toggle the group arrow [2].



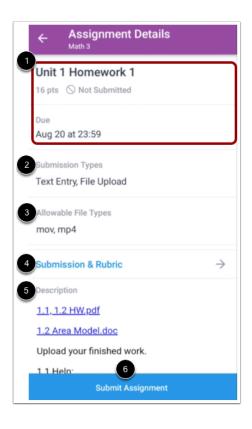
## **Open Assignment**



To view an assignment, tap the name of the assignment.



# **View Assignment Details**



The Assignment Details page displays the assignment title, points possible, submission status, and due date [1]. You can also view the assignment's submission types [2], as well as acceptable file types for file uploads if restricted by your instructor [3].

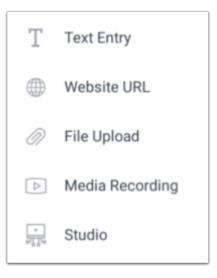
To view submission details and the assignment rubric, tap the Submission & Rubric link [4].

You can also view the assignment's description [5].

To submit your assignment, tap the **Submit Assignment** button [6].



# **Submit Assignment**

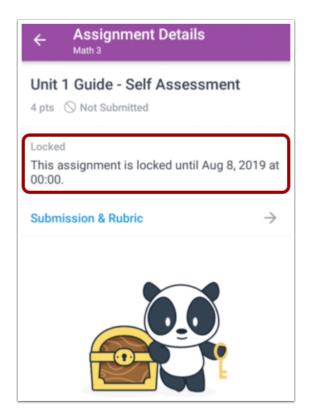


The Student app supports the following assignment submission types:

- Text Entry
- Website URL
- Media Recording
- File Upload
- Canvas Studio

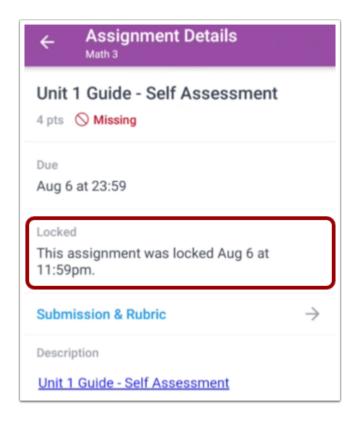


# **View Locked Assignment**



If an assignment is not yet available, the Assignment Details page displays the date and time the assignment will unlock.





If the assignment availability date has passed, the Assignment Details page displays the date and time the assignment was locked.

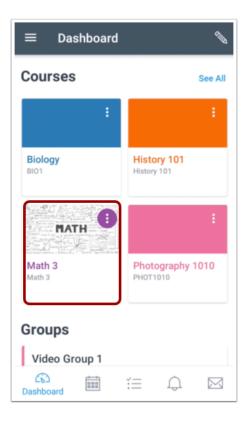


# How do I make a comment about an assignment in the Student app on my Android device?

You can leave comments on an assignment to ask questions or provide feedback.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

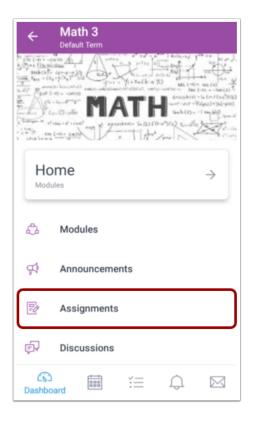
## **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



# **Open Assignments**

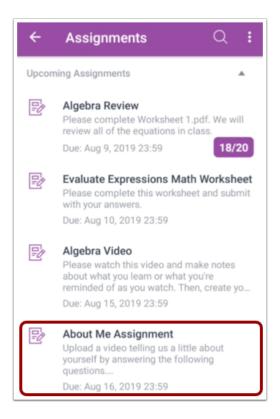


Tap the **Assignments** link.

**Note:** You may need to swipe your screen to view Assignments in the menu.

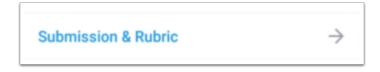


# **Open Assignment**



Tap the name of the assignment.

# **Open Submission and Rubric**



Tap the **Submission & Rubric** link.



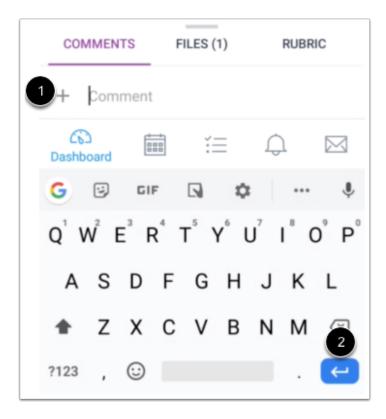
# **Open Submission Comments**



On the Submission details page, swipe up on the comments tab.

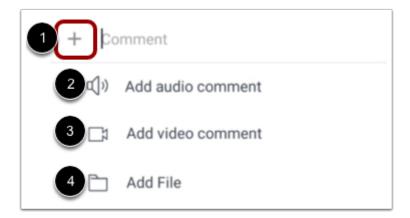


## **Add Text Comment**



To add a text comment, tap the **Comment** field and type your text [1]. Submit your comment by tapping the **Send** button [2].

## **Add Media Comments**

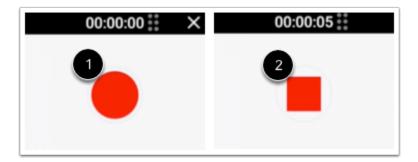


To add different comment type, tap the **Add** icon next to the comment field [1]. You can record an audio comment [2], record a video comment [3], or upload a file [4].





## **Record Audio**



To record audio, tap the **Record** button [1].

To stop recording, tap the **Stop** button [2].

#### **Preview and Send Audio Comment**



To replay the audio, tap the **Replay** button [1]. To re-record the audio, press the **Delete** button [2]. When you are finished, tap the **Send** button [3].



## **Record Video**

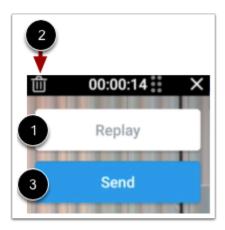


To record a new video, tap the **Record** button [1].

To stop recording, tap the **Stop** button [2].

Note: Canvas may ask permission to access your microphone.

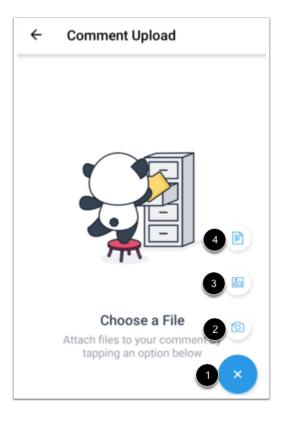
## **Use Video**



To replay the video, tap the **Replay** button [1]. If you want to re-record the video, tap the **Delete** button [2]. When you are finished, tap the **Send** button [3].



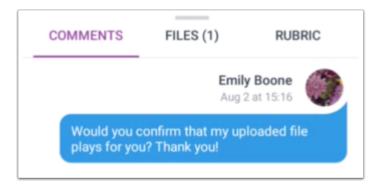
## **Choose File**



Use the file picker to attach a file. Tap the icon to open the file type menu [1].

To take and then attach a camera or video file, tap the **Camera** icon [2]. To attach a file from your device image library, tap the **Library** icon [3]. To attach a file from your device files, tap the **Files** icon [4].

#### **View Comment**



View your comment.





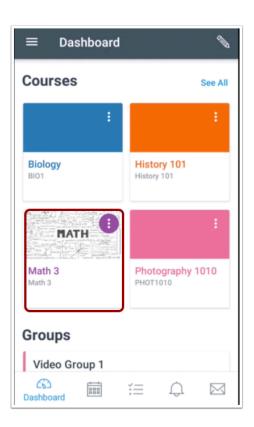
## How do I view the rubric for my assignment in the Student app on my Android device?

Your instructor may include a rubric as part of your assignment. A rubric is a set of criteria that your instructor will use to grade your assignment. Before submitting your assignment, you can view an assignment rubric to evaluate your own work and make sure your assignment fulfills your instructor's requirements.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

Note: Some assignments may not include a rubric.

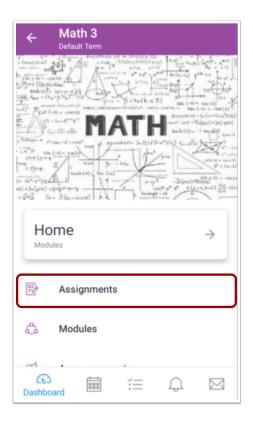
## **Open Course**



Tap the name of the course.



## **Open Assignments**

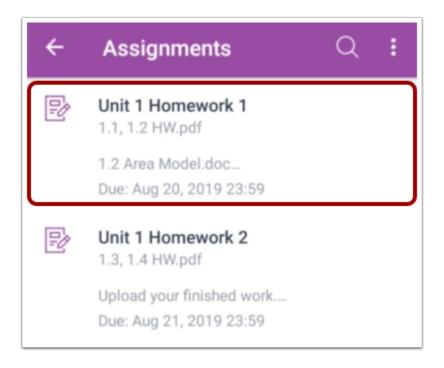


Tap the **Assignments** link.

**Note:** You may have to swipe to view the Assignments link.



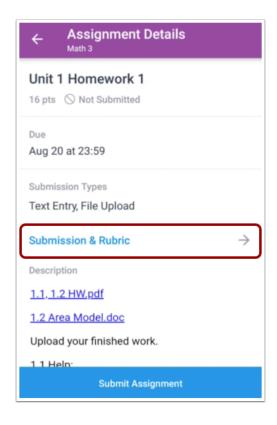
## **Open Assignment**



Tap the name of the assignment.



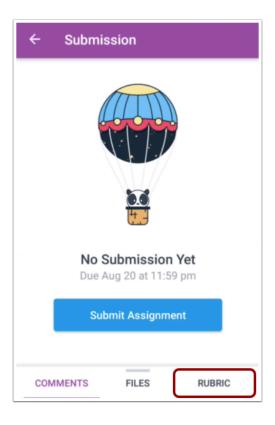
## **Open Submission and Rubric**



On the Assignment Details page, tap the **Submission & Rubric** link.



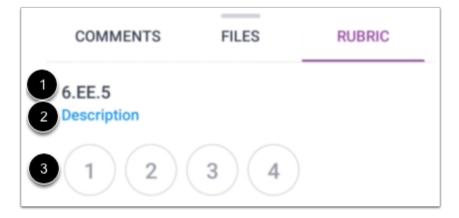
## **Open Rubric**



Tap the **Rubric** link.

**Note:** The Rubric tab displays even if your instructor has not attached a rubric to the assignment.

## **View Rubric**

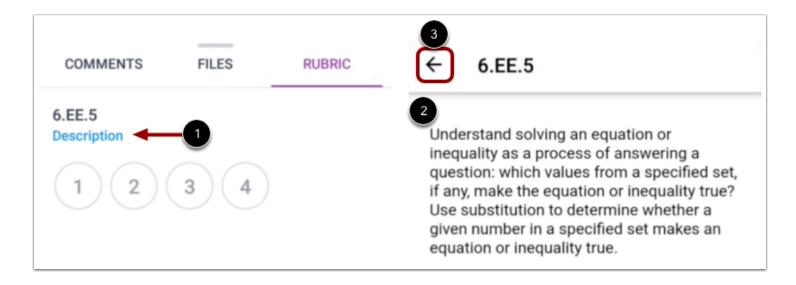




The Rubric tab displays rubric criteria [1], a link to the criterion description [2], and possible criterion ratings [3].

To view additional rubric criteria, swipe up.

#### **View Criterion Description**



To view a description for a criterion, tap the criterion's Description link [1].

The criterion description displays in a new page [2]. When you are finished reviewing the criterion description, tap the **Back** link [3].



## How do I upload a file as an assignment submission in the Student app on my Android device?

You can upload media files from your Android device as an assignment submission in the Student app. Once you submit your assignment, you can <u>verify your assignment</u> submission. You can also <u>resubmit assignments</u> if your instructor allows.

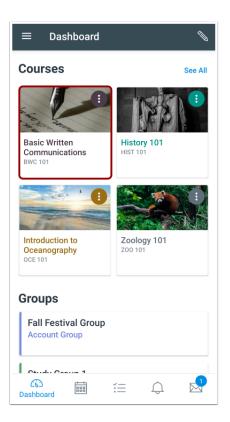
You can also submit an assignment from a third-party app, such as Google Drive and Dropbox.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### **Notes:**

- Your instructor may restrict certain assignment types, including file uploads, so this option may not be available for your assignment submission.
- If your assignment includes a link to a PDF file, you can add annotations as part of your submission.
- If enabled on the browser version of Canvas, you will see celebration animations when you submit an on-time assignment in the Student app.
- To learn more about File Upload and Media Recording submissions in the Canvas Student app, view the <u>Canvas Media</u> <u>Comparison PDF</u>.

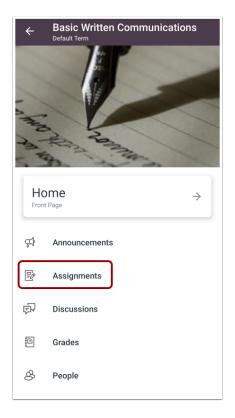
### **Open Course**





On the Dashboard, tap the name of the course you'd like to view.

## **Open Assignments**

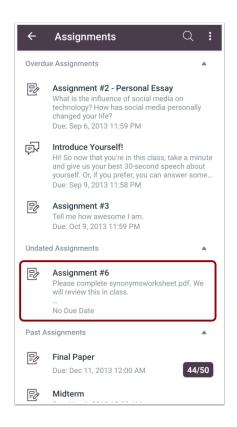


Tap the **Assignments** link.

**Note:** You may have to swipe your screen to view the Assignments link.



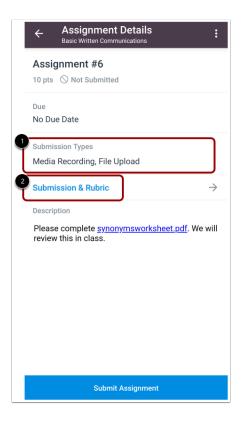
## **Open Assignment**



Tap the name of the assignment.



## **View Assignment Details**

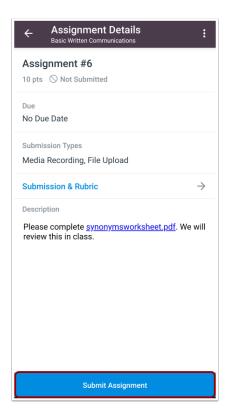


The Assignment Details page displays information about your assignment, including the assignment's acceptable submission types [1] and accepted file types, if applicable.

You can also <u>leave assignment comments</u>, view attached files, and <u>view the assignment rubric</u> from the **Submission & Rubric** link [2].



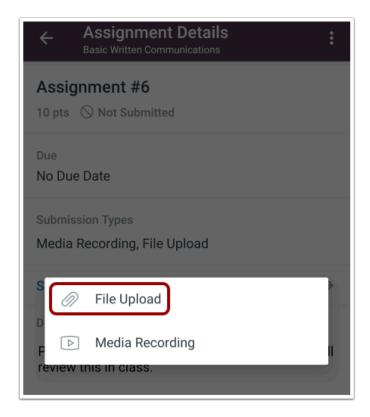
## **Submit Assignment**



Tap the **Submit Assignment** button.



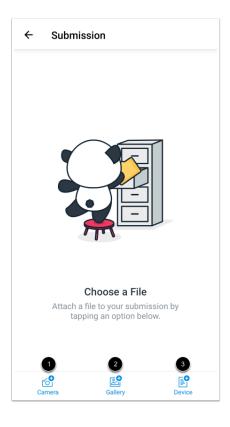
## Select File Upload



Tap the File Upload link.



## **Select Upload Source**



To take a photo from your camera, tap the **Camera** icon [1].

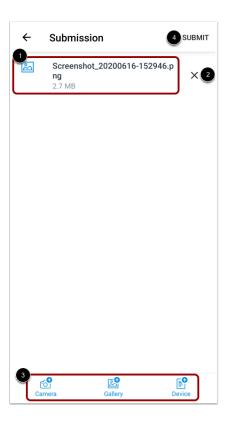
To select an image from your gallery, tap the Gallery icon [2].

To select a file from your device folders, tap the **Device** icon [3].

Note: Depending on the allowed file type submissions, all upload options may not display for your assignment.



## **Submit Assignment**



Verify the file you have chosen for submission [1]. To remove the file, tap the **Remove** icon [2].

To add an additional file, tap one of the upload source icons [3]. To submit your file, tap the **Submit** link [4].



# How do I submit a media file as an assignment submission in the Student app on my Android device?

You can upload media files from your Android device as an assignment submission in the Student app. Once you submit your assignment, you can <u>verify your assignment</u> submission. You can also <u>resubmit assignments</u> if your instructor allows.

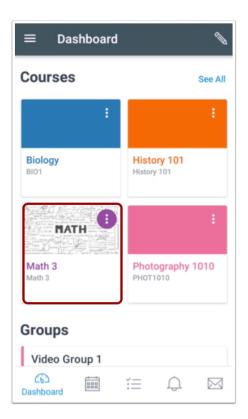
You can also submit an assignment from a third-party app, such as Google Drive and Dropbox.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### **Notes:**

- Your instructor may restrict certain assignment types, including media file uploads, so this option may not be available for your assignment submission.
- If enabled on the browser version of Canvas, you will see celebration animations when you submit an on-time assignment in the Student app.
- To learn more about File Upload and Media Recording submissions in the Canvas Student app, view the <u>Canvas Media</u> Comparison PDF.

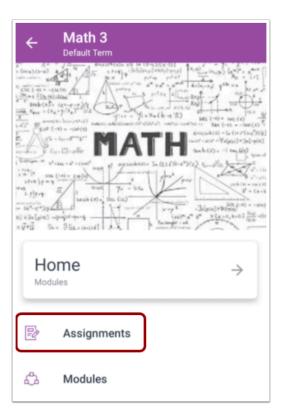
## **Open Course**





On the Dashboard, tap the name of the course you'd like to view.

## **Open Assignments**

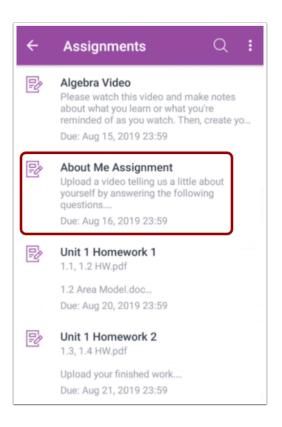


Tap the **Assignments** link.

**Note:** You may have to swipe your screen to view the Assignments link.



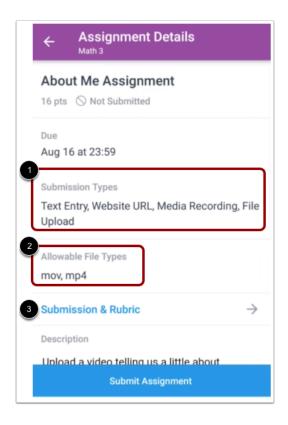
## **Open Assignment**



Tap the name of the assignment.



#### **View Assignment Details**

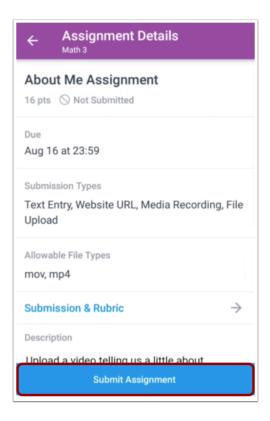


The Assignment Details page displays information about your assignment, including the assignment's acceptable submission types [1] and accepted file types [2].

You can also <u>leave assignment comments</u>, view attached files, and <u>view the assignment rubric</u> from the **Submission & Rubric** link [3].



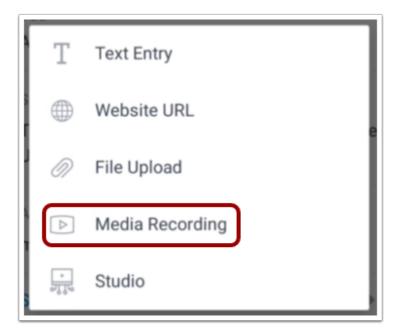
## **Submit Assignment**



Tap the **Submit Assignment** button.

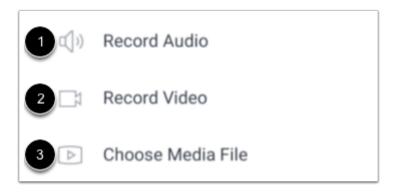


## **Select Media Recording**



Tap the Media Recording link.

## **Select Recording Option**



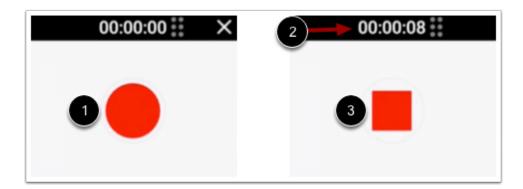
To record an audio submission using your device, tap the **Record Audio** link [1].

To record a video submission using your device, tap the **Record Video** link [2].

To choose a media file from your device, tap the Choose Media File link [3].



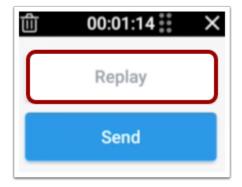
#### **Record Audio File**



To begin recording, tap the **Record** icon [1].

While recording, the stopwatch at the top of the screen displays the length of your recording [2]. To stop recording, tap the **Stop** icon [3].

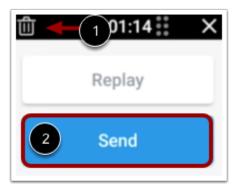
#### **Preview Audio File**



To preview your audio file, tap the **Replay** button.



#### **Submit Audio File**



To delete your file and start again, tap the **Delete** icon [1]. To submit your audio recording as your assignment submission, tap the **Send** button [2].

#### **Record Video File**



To begin recording, tap the **Record** icon [1]. While recording, the stopwatch at the top of the screen displays the length of your recording [2].



To stop recording, tap the Record button again.

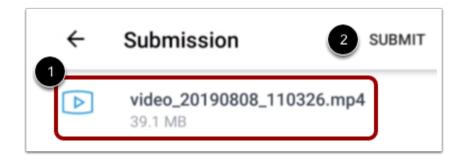
#### View Video File



To preview your video, tap the Play icon [1]. To retake your video, tap the Retake icon [2].

To confirm your video file, tap the **Confirm** icon [3]. To discard your video, tap the **Discard** icon [4].

#### **Submit Video File**



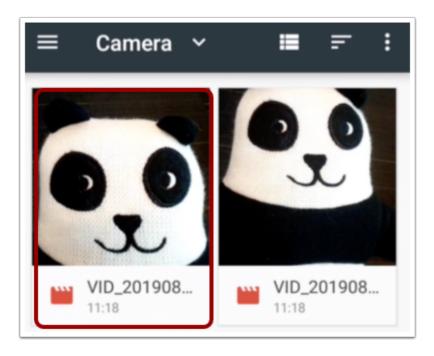
Once you have confirmed your video, the Submission page will display the file name [1].





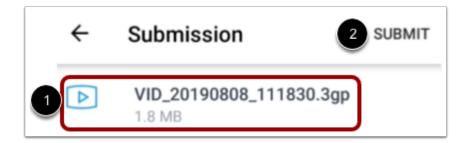
To submit your file, tap the Submit link [2].

#### **Choose Media File**



To select a file from your device, tap the media file you want to submit.

#### Submit Media FIle



The Submission page will display the file name [1].

To submit your file, tap the **Submit** link [2].



# How do I enter a website URL as an assignment submission in the Student app on my Android device?

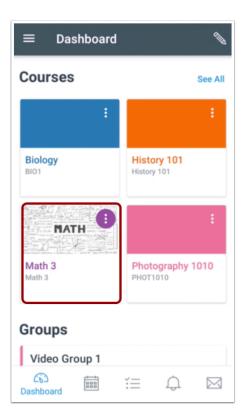
You can enter a website URL as an assignment submission in the Student app from your Android device. Once you submit your assignment, you can <u>verify your assignment</u> submission. You can also <u>resubmit assignments</u> if your instructor allows.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### **Notes:**

- Your instructor may restrict certain assignment types, including URLs, so this option may not be available for your assignment submission.
- If enabled on the browser version of Canvas, you will see celebration animations when you submit an on-time assignment in the Student app.

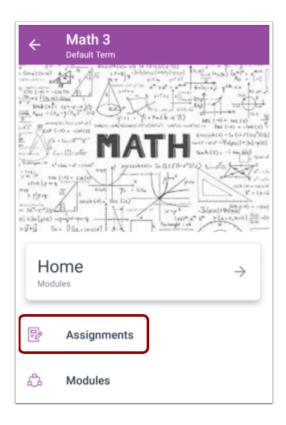
#### **Open Course**



On the Dashboard, tap the name of the course you'd like to view.



## **Open Assignments**

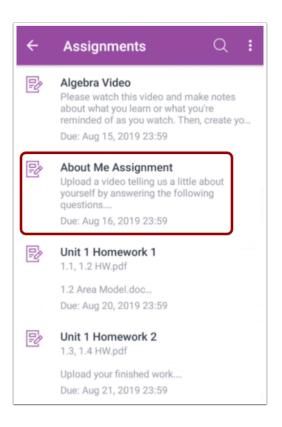


Tap the **Assignments** link.

**Note:** You may have to swipe your screen to view the Assignments link.



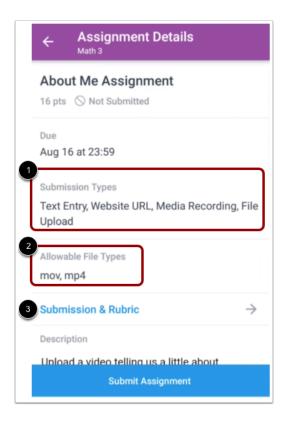
## **Open Assignment**



Tap the name of the assignment.



### **View Assignment Details**

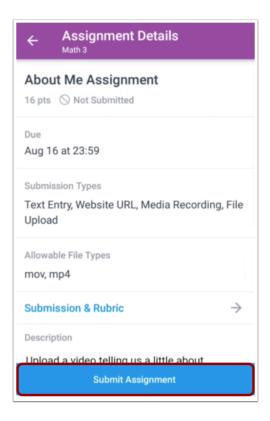


The Assignment Details page displays information about your assignment, including the assignment's acceptable submission types [1] and accepted file types [2].

You can also <u>leave assignment comments</u>, view attached files, and <u>view the assignment rubric</u> from the **Submission & Rubric** link [3].



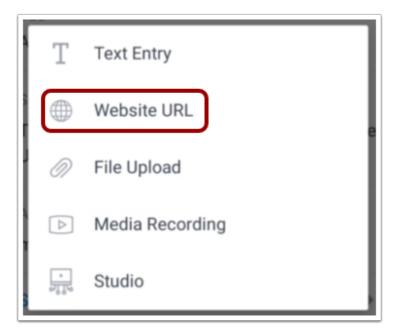
# **Submit Assignment**



Tap the **Submit Assignment** button.



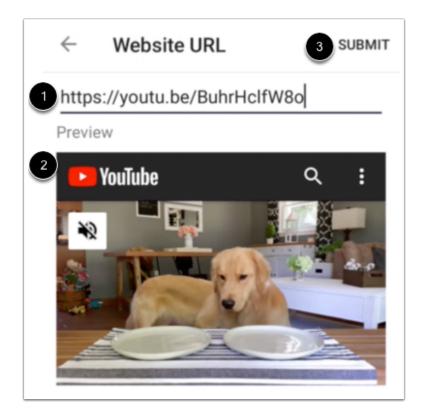
# Select Website URL



Tap the Website URL link.



#### **Enter URL**



Type or paste the website URL in the website textbox [1].

You can preview the link in the **Preview** field [2].

When you are ready to submit the assignment, tap the **Submit** link [3].



## How do I submit a text entry assignment in the Student app on my Android device?

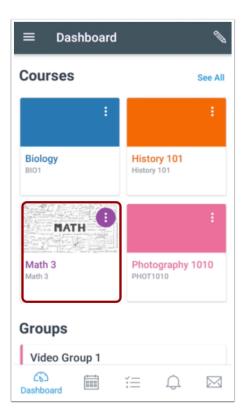
If your instructor has allowed a text entry assignment submission, you can type or copy and paste text as an assignment submission in the Student app using your Android device. Once you submit your assignment, you can <u>verify your assignment</u> submission. You can also <u>resubmit assignments</u> if your instructor allows.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### **Notes:**

- Your instructor may restrict certain assignment types, including text entry, so this option may not be available for your assignment submission.
- If enabled on the browser version of Canvas, you will see celebration animations when you submit an on-time assignment in the Student app.

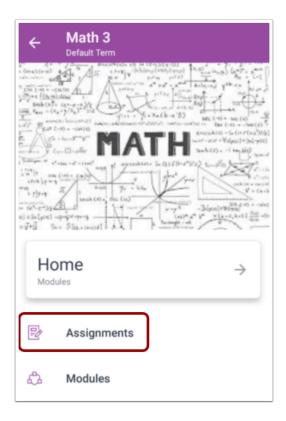
#### **Open Course**



On the Dashboard, tap the name of the course you'd like to view.



# **Open Assignments**

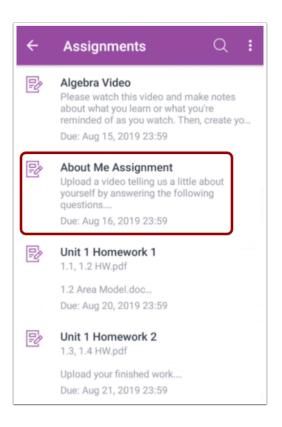


Tap the **Assignments** link.

**Note:** You may have to swipe your screen to view the Assignments link.



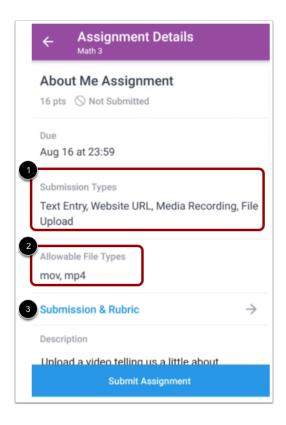
## **Open Assignment**



Tap the name of the assignment.



#### **View Assignment Details**

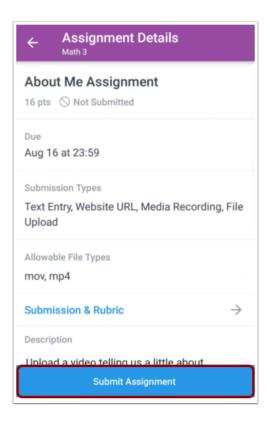


The Assignment Details page displays information about your assignment, including the assignment's acceptable submission types [1] and accepted file types [2].

You can also <u>leave assignment comments</u>, view attached files, and <u>view the assignment rubric</u> from the **Submission & Rubric** link [3].



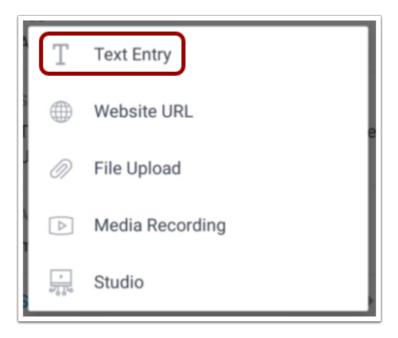
## **Submit Assignment**



Tap the **Submit Assignment** button.



### **Select Text Entry**



Tap the **Text Entry** link.

#### **Enter Text**



Type or paste your text in the Write... field [1].

You can also format your text, insert a photo, or add a link using the Rich Content Editor icons [2].



### **Submit Text Entry**



# **Text Entry**



Lorem ipsum dolor sit amet, consectetur adipiscing elit. Nam eu iaculis turpis, sed dictum ligula. Vestibulum vitae lacinia nulla, a tristique massa. Duis at ullamcorper ipsum, id commodo leo. Nam at ornare sapien.

When you are ready to submit your entered text, tap the **Submit** link.



#### How do I submit a Canvas Studio assignment in the Student app on my Android device?

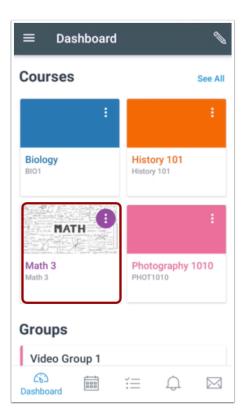
You can submit Canvas Studio media as an assignment submission from the Student app on your Android device. Once you submit your assignment, you can <u>verify your assignment</u> submission. You can also <u>resubmit assignments</u> if your instructor allows.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### **Notes:**

- Your instructor may restrict certain assignment types, including Canvas Studio uploads. Additionally, your institution may not have enabled Canvas Studio, so this option may not be available for your assignment submission.
- If enabled on the browser version of Canvas, you will see celebration animations when you submit an on-time assignment in the Student app.

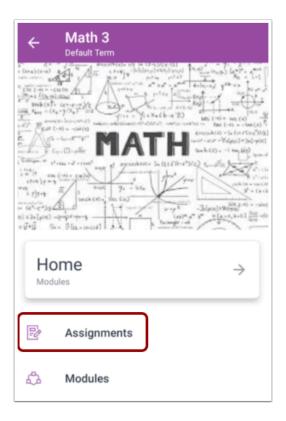
#### **Open Course**



On the Dashboard, tap the name of the course you'd like to view.



## **Open Assignments**

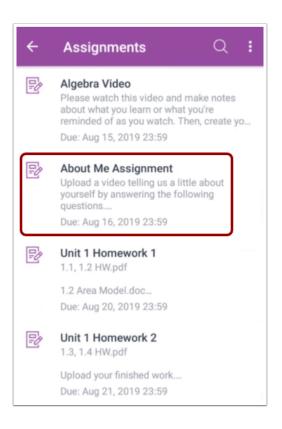


Tap the **Assignments** link.

**Note:** You may have to swipe your screen to view the Assignments link.



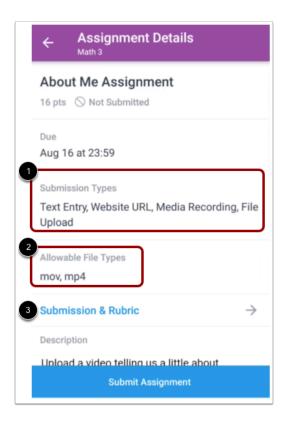
### **Open Assignment**



Tap the name of the assignment.



#### **View Assignment Details**

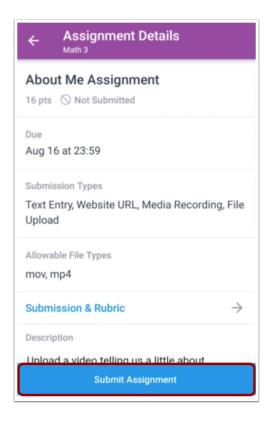


The Assignment Details page displays information about your assignment, including the assignment's acceptable submission types [1] and accepted file types [2].

You can also <u>leave assignment comments</u>, view attached files, and <u>view the assignment rubric</u> from the **Submission & Rubric** link [3].



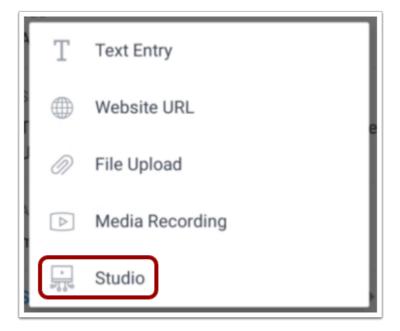
## **Submit Assignment**



Tap the **Submit Assignment** button.



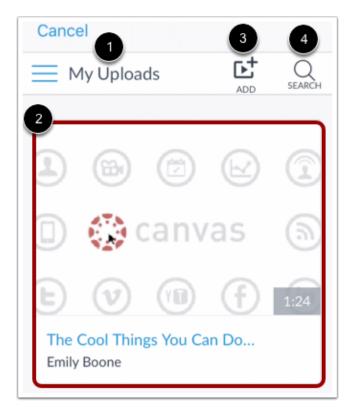
# **Select Studio**



Tap the **Studio** link.



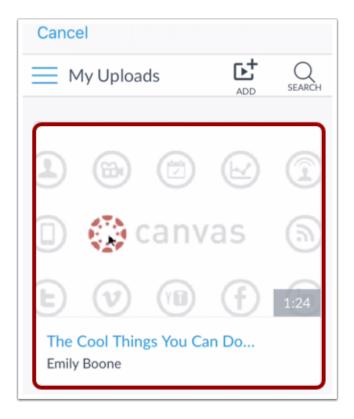
### View Studio in App



The Canvas Studio LTI tool opens to the My Uploads page in the app [1]. You can select media displayed on the **My Uploads** page [2], upload new media [3], or search for your Studio media [4].

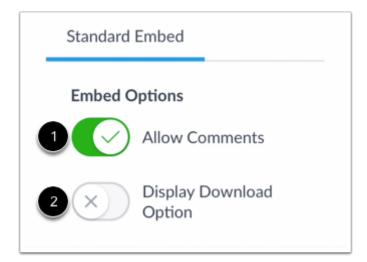


#### **Select Studio Media**



Once you have located the media you wish to use, tap the media tile

### **Select Embed Options**

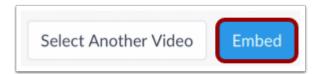




By default, comments are enabled. To disable commenting on your Studio submission, tap the Allow Comments option [1].

To allow others to download your Studio media, tap the **Display Download Option** option [2].

### **Submit Studio Assignment**



To submit your selected media, tap the **Embed** button.



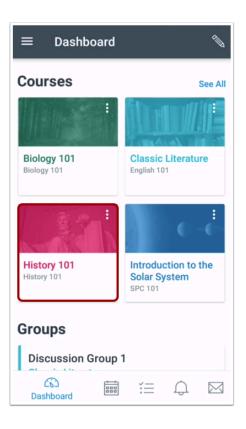
### How do I submit a PDF assignment with annotations in the Student app on my Android device?

Canvas allows you to add annotations to PDF files for assignment submissions.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

**Note:** If enabled on the browser version of Canvas, you will see celebration animations when you submit an on-time assignment in the Student app.

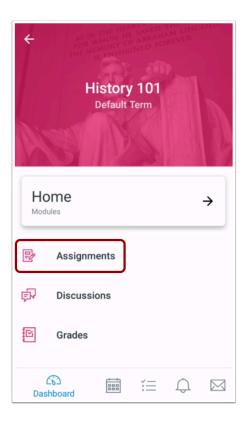
#### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



## **Open Assignments**

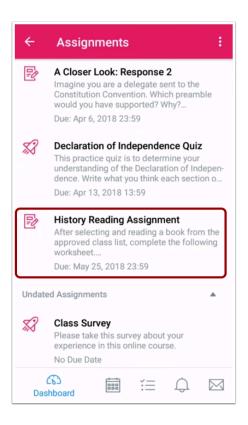


Tap the **Assignments** link.

**Note:** You may need to swipe your screen to view Assignments in the menu.



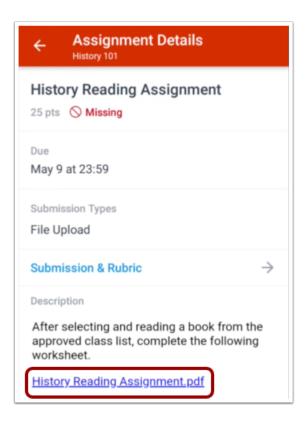
#### **Open Assignment**



Tap the assignment you want to open.



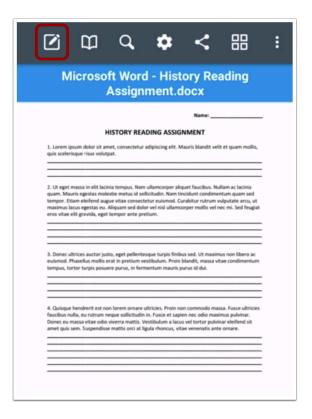
## **Open Link**



Tap the file link in the assignment's Description field.



#### **Edit PDF**



Tap the **Edit** icon.



#### **View Toolbar**



On the toolbar you can manage your annotations.

To format text, tap and hold the **Text Formatting** icon [1].

To add a note, tap the **Note** icon [2].

To add drawings, tap and hold the **Drawing** icon [3].

To move the toolbar, tap and hold the drag handle [4], and move it to the new location. The toolbar can be relocated to either side of the screen.

To return to the previous screen, tap the **Close** icon [5].



### **Use Text Formatting Options**



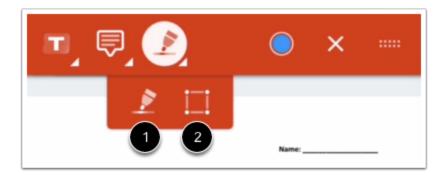
The Text Format option allows you to highlight [1] and strikethrough [2] text.

### **Use Note Options**



The Note option allows you to add a note or comment [1]. The Free Text option allows you to type text [2].

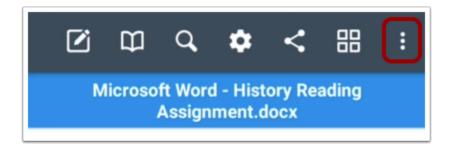
### **Use Drawing Options**





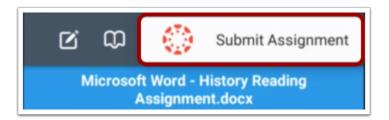
The Ink option allows you to draw on the document [1]. The Rectangle option allows you to add a rectangle to a section of the document [2].

### **Open Options**



When you are finished adding annotations, tap the **Options** icon.

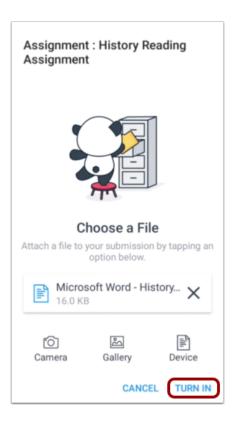
### **Submit Assignment**



Tap the **Submit Assignment** link.



## Turn in Assignment



When you are ready to submit your assignment, tap the  $\overline{\mbox{Turn In}}$  link.



#### How do I turn in an assignment from a third-party app to the Student app on my Android device?

Canvas makes it easy to submit assignments on your Android device by linking them from third-party apps, such as Google Drive and Dropbox.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

#### **Notes:**

- Before uploading an assignment to the Canvas Student app:
  - the assignment must already be uploaded to the third-party app.
  - the third-party app must be installed on your Android device.
- If enabled on the browser version of Canvas, you will see celebration animations when you submit an on-time assignment in the Student app.
- To learn more about File Upload submissions in the Canvas Student app, view the <u>Canvas Media Comparison PDE</u>.

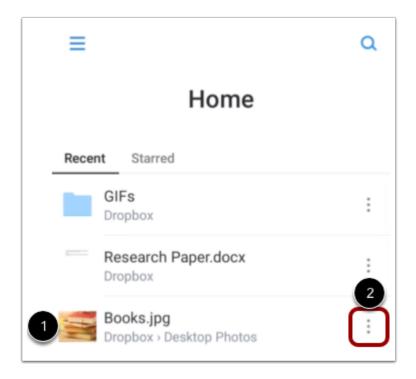
#### **Open Third-party App**



On your Android device, tap to open the third-party app.



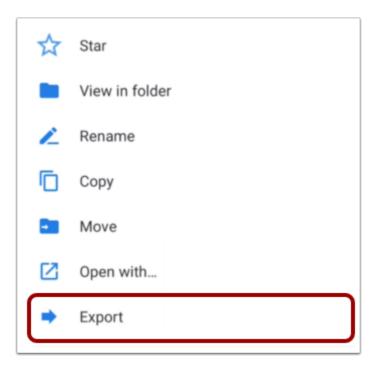
## **Submit from Dropbox App**



Locate the file you wish to submit as a Canvas assignment [1]. Tap the **Options** icon next to the file name [2].



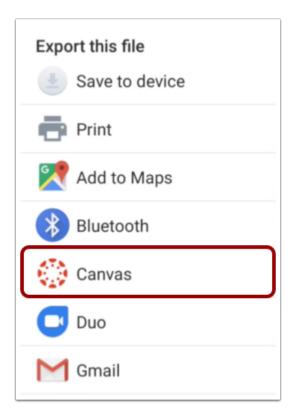
### **Export Dropbox File**



Tap the **Export** link.



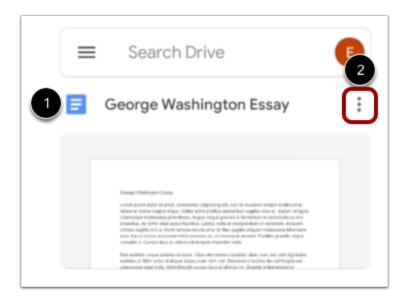
## Open in App



Tap the Canvas icon.



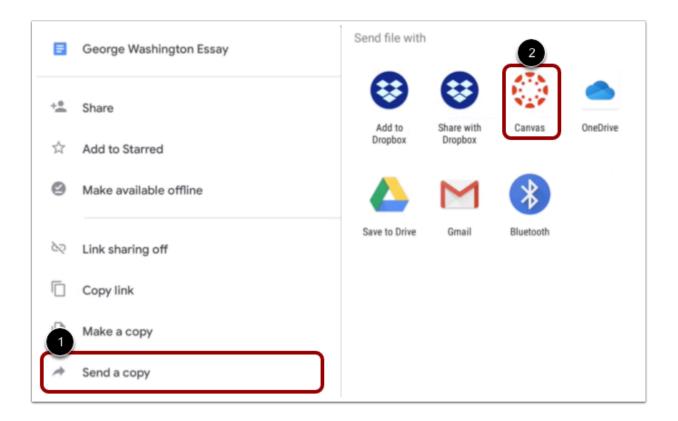
# **Submit from Google Drive App**



Locate the file you wish to submit as a Canvas assignment [1]. Then tap the **Options** icon next to the file name [2].



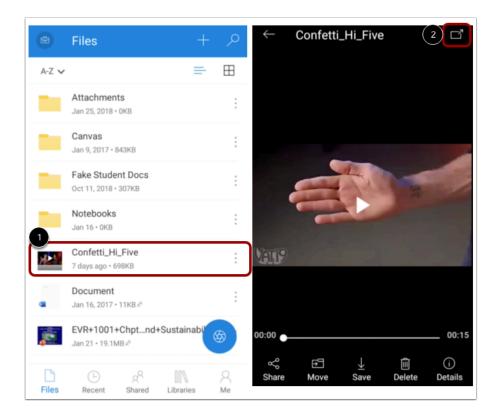
### Send a Copy to Canvas



Tap the **Send a Copy** link [1], then tap the **Canvas** icon [2].



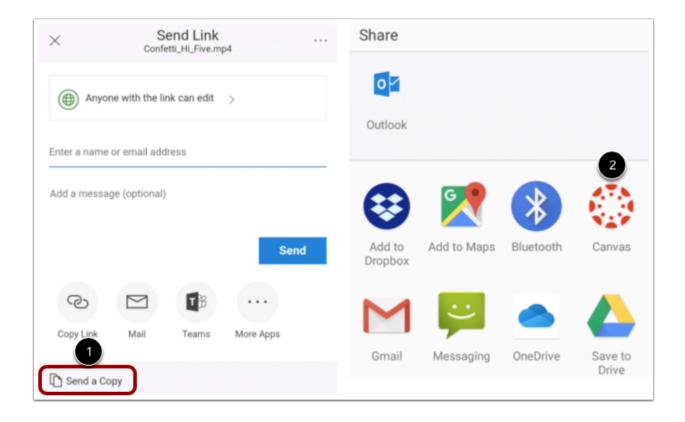
### **Submit from Microsoft OneDrive App**



Tap the name of the file you wish to submit as a Canvas assignment [1]. Then tap the Share icon [2].



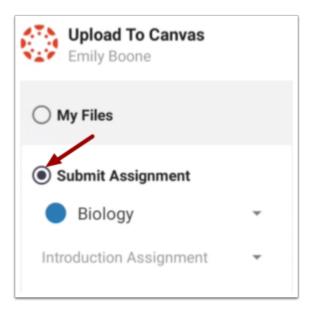
### Send a Copy to Canvas



Tap the **Send a Copy** link [1], then tap the **Canvas** icon [2].

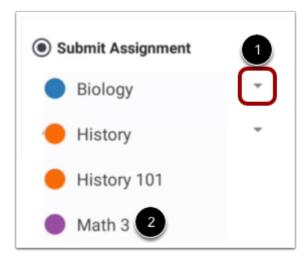


#### **Select Submit Assignment**



Tap the **Submit Assignment** option.

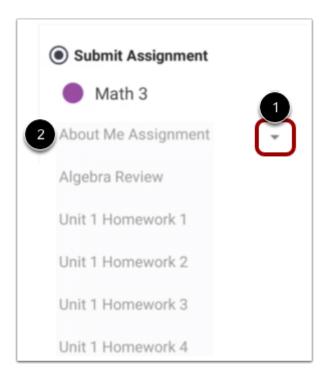
#### **Select Course**



Tap the **Course** drop-down menu [1]. The Course list displays a list of your current Canvas courses. Select the course where you will submit your assignment by tapping the name of a course [2].



#### **Select Assignment**

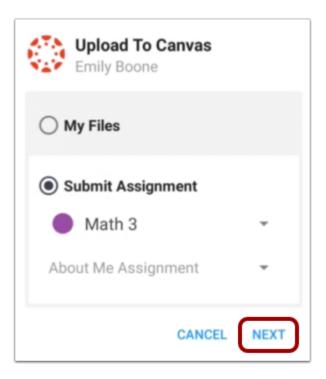


Tap the **Assignment** drop-down menu [1]. The Assignment list displays an alphabetical list of all assignments in your course. Select the assignment for your submission by tapping the name of the assignment [2].

**Note:** The assignment list displays all assignments in a course, including locked assignments.



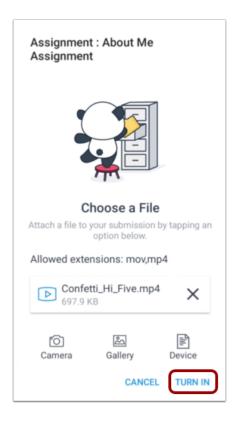
### **Submit Assignment**



When you have verified the course and assignment for your submission, tap the **Next** link.



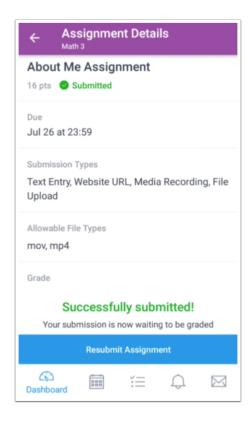
## **Submit Assignment**



To submit your assignment, tap the **Turn In** link.



### **View Submission Success in Student App**



You can verify your assignment submission from the assignment's Assignment Details page in the Canvas Student app.

**Note:** If you attempted to submit a file to a locked assignment, the Assignment Details page does not display a submission success notification and instead displays assignment availability dates.

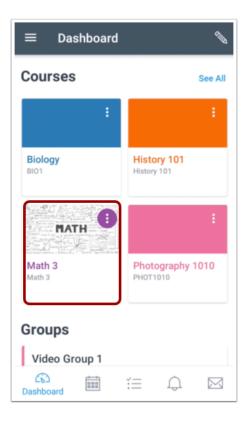


### How do I verify my assignments were submitted in the Student app on my Android device?

You can view your assignment type submission to verify it was submitted correctly.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

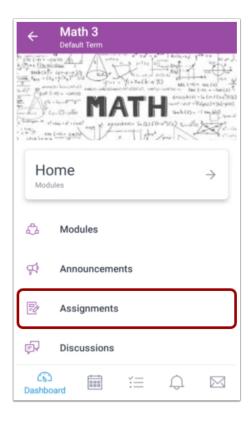
#### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



### **Open Assignments**

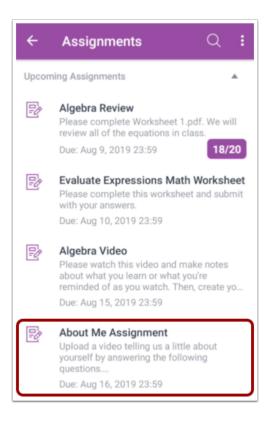


Tap the **Assignments** link.

**Note:** You may need to swipe your screen to view Assignments in the menu.



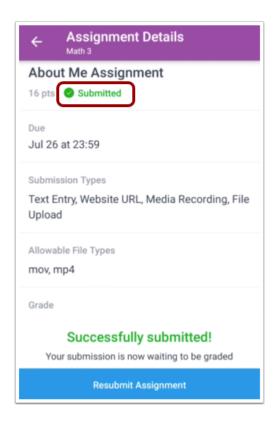
### **Open Assignment**



Tap the name of the assignment.



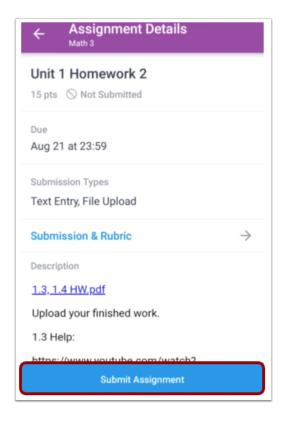
## **View Assignment Details Page**



The assignment details page displays a submitted label when an assignment is successfully submitted.

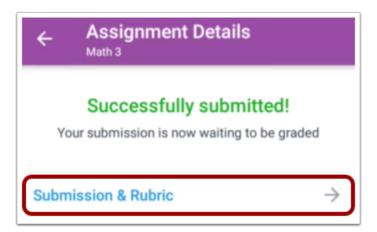


#### **Submit Assignment**



If you do not have any assignment submissions, you can  $\underline{\text{turn in your assignment}}$  by tapping the  $\underline{\text{Submit Assignment}}$  button.

#### **Open Submission and Rubric**



To view your submission, scroll and then tap the **Submission and Rubric** link.





#### **View Submission**



The Submission page displays your most recent submission [1]. To view older submissions, tap the arrow icon [2], then select a submission from the list [3].

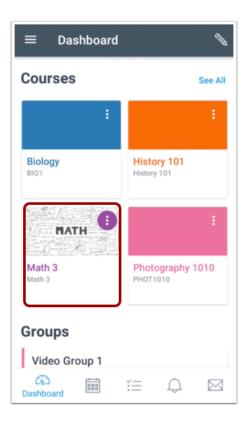


## How do I resubmit an assignment in the Student app on my Android device?

If your instructor allows you to resubmit assignments, you can resubmit an assignment.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

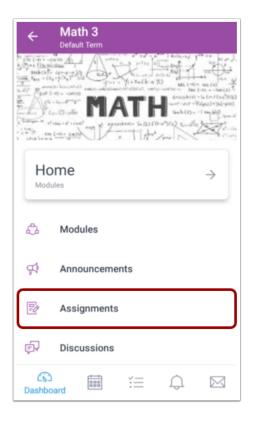
#### **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



## **Open Assignments**

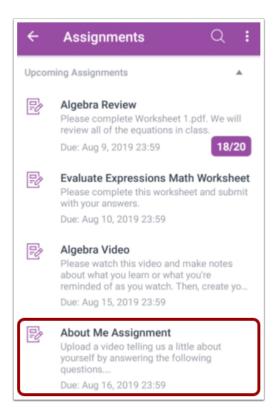


Tap the **Assignments** link.

**Note:** You may need to swipe your screen to view Assignments in the menu.

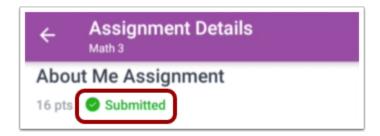


## **Open Assignment**



Tap the name of the assignment.

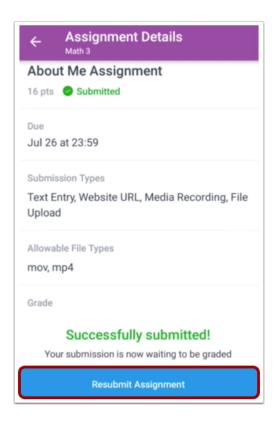
#### **View Assignment Submission Details**



The Assignment Details page displays a Submitted label for assignments you have already submitted.



## **Resubmit Assignment**



Tap the **Resubmit Assignment** button.

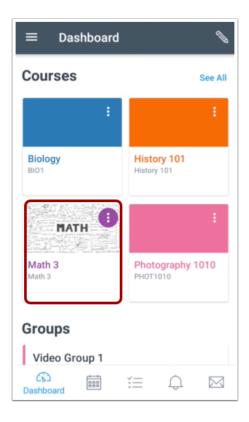


# How do I view assignment comments from my instructor in the Student app on my Android device?

You can view comments from your instructor as part of your submitted assignment. You can also <u>make a comment</u> on your assignment.

The images in this lesson are shown for a phone display, but unless otherwise noted, tablet displays mirror the same steps.

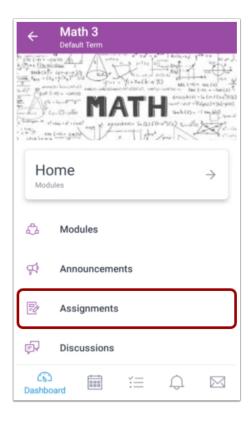
## **Open Course**



In the Dashboard, tap the name of the course you'd like to view.



## **Open Assignments**

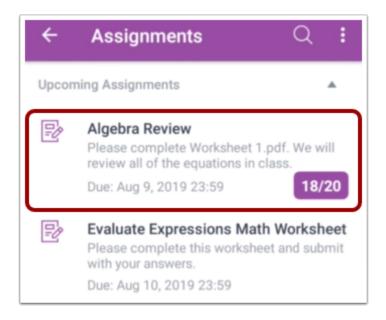


Tap the **Assignments** link.

**Note:** You may need to swipe your screen to view Assignments in the menu.



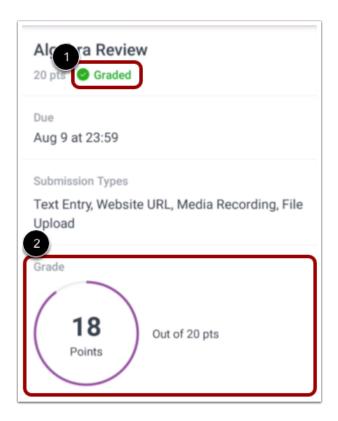
## **Open Assignment**



Tap the name of the assignment.

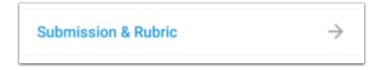


## **View Assignment Details**



If your assignment is graded, the Assignment Details page displays a Graded label [1] as well as the grade you received [2].

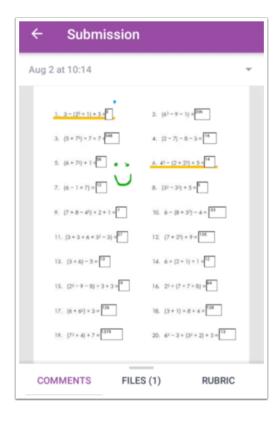
## **Open Submission and Rubric**



Tap the **Submission & Rubric** link.



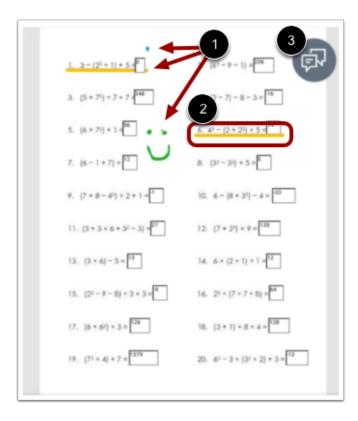
#### **View Submission**



The Submission details page displays your most recent submission.



#### **View Annotations**



If your instructor has left annotations in your document submission, they display in the Submissions details page [1]. Annotations may include comments. To view comments, tap the annotation [2], and tap the **Comments** icon [3].

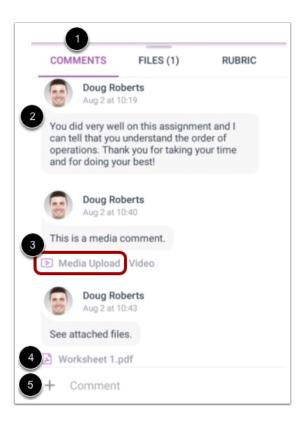
#### **View Annotation Comments**



Comments display on the Comments page.



#### **View Submission Comments**



#### Tap the Comments tab [1].

Any comments from your instructor display in the Comments window [2]. Your instructor may also leave media comments. To play a media comment, tap the **Media Upload** icon [3].

Your instructor can also leave document attachments on your assignment submission [4].

You can also <u>make a comment</u> on your submission [5].



#### **View Rubric Comments**



Your instructor may also choose to leave comments in your assignment rubric. To view rubric comments, tap the **Rubric** tab [1]. Comments display below rubric criterion ratings [2].



## **Admin Features**

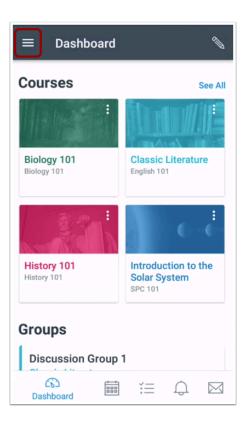


#### How do I act as a user in the Student app on my Android phone as an admin?

If you are an admin, you can act as instructors in the Student app and take any action in the app as if they were the student. Only account-level users with the Act as users account permission can act as other users. This permission does not apply to sub-account admins.

Note: When masquerading as a user, language preferences do not apply and will always be shown in the default language.

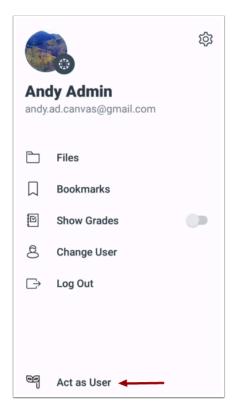
## **Open User Navigation Menu**



On the dashboard, open the User Navigation Menu.



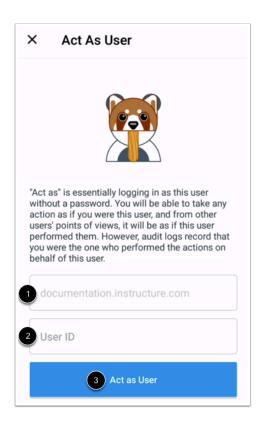
#### Act as User



Tap the Act as User link.

Note: If the Act as User link is not available in your User Menu, you do not have the permission to perform this action.





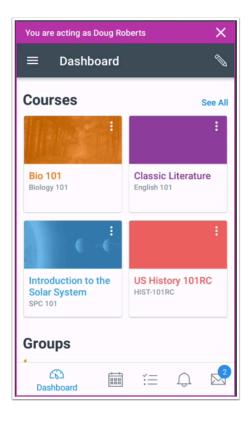
View the domain in the **Domain** field [1]. It will already be populated for you.

In the User ID field [2], enter the Canvas ID number for the user. Then tap the Act as User button [3].

**Note:** The user's Canvas ID can be found as part of the user's URL in the web version of Canvas. Make sure you have the user's ID associated with the correct Canvas URL.



#### View App as User



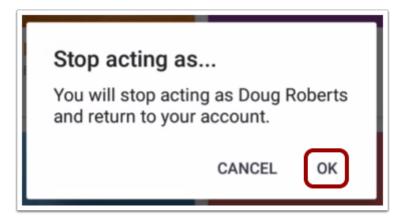
View the Student app as the user. A magenta border will display on every page while you are acting as the user.

# **Stop Acting as User**



To stop acting as user, tap the **Close** icon.





To confirm and return to your account, tap the **OK** button.