

Attention All Interested Canvas LMS “Early Birds”!

With a decision now announced that UHCL will adopt Instructure Canvas as UHCL’s new learning management system (LMS), the Instructional Design and Technology (IDT) team recognizes that there are some faculty who may be interested in jumping right into the new system and getting started.

Although it will still be several months before UHCL’s specific Canvas system is ready for use, users have the option of using Canvas’ general (generic) system, which is available to all users. Anyone can create a Canvas account and use the generic system to develop up to five (5) shells. Once UHCL’s Canvas instance is available, you can bring your course shells from the generic Canvas instance into UHCL’s own system.

Below are the IDT team’s recommended steps for “early bird” Canvas users:

1. Open your preferred web browser and navigate to Instructure’s [Canvas registration page](#).
2. At the registration page, click the video play icon to watch a short introductory video about Canvas. Then, click the “I’m a Teacher” button to create your new account.
3. Once you create your account and log into the generic Canvas system, you should be on the Canvas Dashboard page. Locate the “Start a New Course” button on the right side of the page and click it.

At this point, you’ll find yourself within your new Canvas course, and you’ll have many paths you may follow, including (1) using the built-in Canvas Guides to learn how to use Canvas and create a new course “from scratch;” and (2) export course contents from your Blackboard course and import those contents into your new Canvas shell. However, we recommend that you consider using the following resources to guide your planning and first steps in Canvas:

1. Complete the two-hour online training in LinkedIn Learning called “Learning Canvas.” If you have never used UHCL’s LinkedIn Learning system, log into [GoUHCL](#) and select the LinkedIn Learning tile.
2. Once within UHCL’s LinkedIn Learning environment, use the search field at the top of the screen to locate the “Learning Canvas” course. It should then appear at the top of the resulting search results.
3. Click the “Learning Canvas” course title to begin the online training.
4. Once you complete the “Learning Canvas” course and, if you are interested in copying contents from a Blackboard course into Canvas, review both of the following video tutorials from our Instructional Design and Technology (IDT) team:
 - a. [Canvas Manual Migration Demo - Part 1 \[9:38\]](#)
 - b. [Canvas Manual Migration Demo - Part 2 \[8:33\]](#)

CAUTION! Although Canvas’ generic system is a great place to learn more about the new system and prepare your courses for when UHCL’s Canvas instance goes online, you **SHOULD NOT** use the Canvas generic system to teach or support your current UHCL classes. UHCL’s instance will be reviewed and approved by UHS Information Security Office (ISO) to ensure that all data integrity checks are present. However, Canvas’ generic environment has not been vetted by UHS ISO. Therefore, it is not approved for use by faculty/students for classes.