Canvas Monthly Meeting - Minutes

Date and Time: **March 4, 2019, 10 am - 10.40 am**

Venue: **Kate Edger Information Commons (315-420)**

ITS L&T ISO	Samantha Smart, Shareeni Kala, Aldon Hartley, Radhini Sabanayagam
Canvas Facilitators	Chun Li, Tricia Bingham
Arts L&T	Mike Hurst
Director of L&T	Dr Kevin Morris
Also present	Jackie Flint, Angela Tsai (remote access), Wen-Chen Hol (remote access), Sarah-Jane Crewther, Judy Bonny, Damon Ellis, Heera Kim, Una Lightfoot, Tony Chung, Hazim Namik, John Garraway, Rachelle Singleton (remote access)

Items	Comments
Matters arising	**LTR Update** A general update on the LTR documentation which has now been distributed to Faculties and to follow-up on questions from the last meeting: • Opt in for Semester 1 and compulsory in Semester 2 • Some queries about recording equipment in specific rooms which are being dealt with on a case by case example. • Will exemptions feed through automatically? There will be a workflow for requesting exemptions. Working on process. • Can the current email link be matched with the Canvas link? Yes links are the same. File sits in Canvas. • Will deep links be available and can these be linked from modules (deep links on road map for S2) . As above • Is it necessary to publish both A and B for those enrolled in sections? Working on this. Will deal with on a case by case basis. • Will analytics be functional? Currently no detailed analytics. Can view number of times streamed and downloaded. Concern raised over downloading. May be problematic if shared beyond UoA.

	• Version number - is it independent of named version? What is best practice for avoiding multiple versions of the same recording being visible? Numbered 1 to 100 but can be re-named as required. • Can clarification around "audio" only be provided, particularly in relation to policy, privacy and copyright? "Audio only" is available as an option if there are concerns re: privacy or copyright. Concern raised that students may be able to hack url and get the video version. To avoid this would need to download the video and strip audio before uploading.
Past Month Topics	• **Browser choice** Some browsers work better with Canvas than others. There is a guide which indicates which version of browsers should be used: https://community.canvaslms.com/docs/DOC-10720-67952720329 • **Teacher access for editing content** *Teacher* or *Teacher support* roles is required for editing content. *Teacher support* should be used to exclude Teachers from set evaluations. Faculties and departments should advise staff of this • **Semester-start tools: UoA Toolbox** UoA toolbox has a couple of useful start of Semester reports including "Course visibility" which allows you to see which courses in your subaccount are published. • **Flickr images in Canvas** Flickr has removed a lot of images which may impact on courses in Canvas. A. quick way to check if Flickr images in your course are affected is to use "Link validator" to see what needs replacing. • **Quizzes.next** New version of quizzes in Canvas. Doing some testing re: functionality and will consider turning it on. Quizzes.next includes some new question types such as drag and drop. Chun Li to contact Angela Tsai re: setting up a test course • **Introducing John Garraway (Libraries and Learning Services)** John will have overall responsibility for Canvas working closely with ITS and the Director of Teaching and Learning. New Canvas product owner (Gemma Sinclair) has been appointed and is starting on 13th March. John is arranging Gemma's orientation and welcomes suggestions for what to include - j.garraway@auckland.ac.nz

Presentations

Demonstration of Canvas Design Templates by Damon Ellis
https://canvas.auckland.ac.nz/courses/15970

- Canvas design templates is Canvas course originally designed to be used internally but then shared more widely with UoA staff.
- Canvas has limited design tools but not easy to make things look visually appealing or readable. The Design Templates course gives advanced Canvas users additional tools to do things differently.
- Contains a grab bag of tips, hacks compiled from a number of sources.
- Source is noted for each item. e.g. Canvas Style Guide, Canvas Javascript, UoA custom CSS (custom code e.g. drop shadow).
- Course includes information on: Images, captions, page design, dynamic page content including hanging indents.
- Learning Design teams in Faculty can help if staff need to know more.

Demonstration of ARC by Chun Li
- Arc is an add on – video management tool
- Few courses testing this semester then will decide whether to use. Can add users on request if they wish to try this.
- In any rich editor can add ARC e.g. and can upload or choose preloaded video contents e.g. Youtube.
- Can allow comments which means can add comments to timeline.
- Can disable downloads.
- Can enable pop up comments and they are highlighted at specific points.
- Can see how many have watched it and how individuals watch it.
- If uploaded file can request closed captions. Takes 20 or 30 minutes to generate. Getting good feedback on captioning. Good quality.
- Can use in Modules and discussions. Not currently available in group area.
- Anonymity and visibility depends on where you post the video. Name is always attached to comments.
- Comments can't currently be filtered.
- Related: Angela Tsai queried whether the University might consider uploading to Youtube to get closed captions. Ideally we would need a closed and private system in order to do so. Kevin Morris to discuss further with Angela.