

Canvas meeting minutes

Date and time: Monday, 03 Mar 2022, 11am-12pm

Venue: Via Zoom <https://auckland.zoom.us/j/95651325297?pwd=UnRVMUR4RGNxZGd3bmJHMkpFa3o2QT09>

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| Chair  | Duncan McGillivray |
| Presenters | Duncan McGillivray, Gemma Sinclair, Chun Li, Stuart Turner, Morena Botelho de Magalhaes, Liz Kose |
| Attendees | Abigail Vallis, Anna Ma, Agnieszka Zabicka, Adeline Fung, Aisha Khan, Aldon Hartley, Andrew Eberhard, Andrew Withy, Andy Fey, Angel Talluri, Angela Liew, Angela Tsai, Ann Simpson, Bernd Martin, Caroline Aspden, Craig Housley, Deborah Widdowson, Hazim Namik, Heera Kim, Hong Lee, Iresh Jayawardena, Jason Stephens, Jenn Jury, Jo Hammer, Kevin Jia, Linda Susanty, Lynette Leong, Manisha Cronje, Megan Clune, Mike Hurst, Michelle Yao, Nabeel Albashiry, Nicola Bermingham, Nicola Paton, Nigel Gearing, Odette Murdoch, Oriel Kelly, Patricia Yip, Parisa Moradi, Peter Swedlund, Rachelle Singleton, Radhini Sabanayagam, Sam Smart, Sarah-Jane Crewther, Sarah Kirk, Scott Sealey, Steve Leichtweis, Sue ticker, Sylvie Huang, Teri Ko, Tetiana Sviridova, Tony Chung, Una Lightfoot, Viviane Lopes, Wen Chen Hol, Xiaowei Ding, Zac Miller Waugh |

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| **Agenda** | **Comments** |
| Renaming our monthly meeting -Duncan McGillivray | * For attendees who don't regularly attend this meeting to understand the full richness of what goes on, Duncan suggested renaming the Canvas monthly meeting as Canvas and teaching technology monthly meeting. If anybody has a concern with that, please feel free to email Duncan.
* This is the last time for Duncan to chair the meeting. Gayle Morris, who is currently the Vice Chancellor of learning and teaching at the University of Technology, will be taking over as a new director of learning and teaching for the University of Auckland on the 21st of March.
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| Tps & tricks about Panapto -Gemma Sinclair | Gemma covered some questions from the workshop and the zoom droppings. Including:* Access requests
* Embed video
* Zoom integration
* Upload to Panopto
* Trimming a video
* Removing cuts
* Personal/course folder
* Copy/move video
* Download old recording from Mediastore

Also, she has provided ways below to support Panapto users. * For Panopto guides and resources please visit the [Panopto Support course](https://canvas.auckland.ac.nz/courses/84006) and [Remote Learning | Panopto overview](https://remotelearning.auckland.ac.nz/overview/core-teaching-tools/panopto/) sites
* Bookmark the [Panopto Faculty Workshop recordings](https://canvas.auckland.ac.nz/courses/84006/pages/all-faculty-workshop-sessions) and [Quick Guides](https://canvas.auckland.ac.nz/courses/84006/modules)
* For urgent questions or guidance [Zoom drop-ins](https://auckland.zoom.us/j/92330639116?pwd=QUpldjBTNFp5ckU0RngwRngxMGVaUT09) are available from 11 am to 12 pm
* For technical issues with Panopto and Canvas please create a ticket via the [IT Request Portal](https://uoaprod.service-now.com/sp?id=sc_cat_item&sys_id=0e6fb8fa4feb7e00ef5cfaf11310c78a&sysparm_category=c6c05b21db91ff4029f117564a9619fa) or via Staff Service Centre on Ext: **86000**
* [Panopto FAQs](https://remotelearning.auckland.ac.nz/faqs/#panopto)

For more details, please see Gemma’s PowerPoint slides. |
| Canvas feature release-Chun Li | Chun reminds us that some new filters in the gradebook can be found in the Canvas next month. The existing filters are already prepared to locate the students and navigate the grade from the gradebook. For the details, please see [Enhanced Gradebook Filters](https://community.canvaslms.com/t5/Gradebook-Filters/Canvas-Release-Enhanced-Gradebook-Filters/ta-p/511926) |
| Google Drive change-Stuart Turner | Google will be charging educational institutions in the future for the storage they use. We need to drop the storage with google from 2,502TB to 190 TB in total, and consider other storage options.Stuart offers the way forward:* Work files in UniFiles Home Drives and Google Workspace can be move to Microsoft 365
* Work files in Google Team Drives can be move to Microsoft Teams and SharePoint, while research files Google Team Drives can be move to Research storage services.

Things need to do:* Tidy up

Remove unused files and folders from your Google Drive and any Google Team drives.* Move

Move work files from H: and Google to your OneDrive* Stop

Don’t use Google or your H: for new work. Use OneDrive, Teams or SharePoint Online where they will do the job.The shrinking quotas will be introduced for existing staff and students in 2022 to meet the storage target. From 1st October 2023, staff and students will have a quota of 1GB in Google Drive. While later in 2022, new staff and students will be provisioned with 1GB Google Drive.Alumni will lose their Google Drive when they leave the organisation, but all staff and students will continue to receive an @aucklanduni.ac.nz email address.FAQ: What about Google Docs collaboration in Canvas?Keep using it – most Google Docs are small. We will be also adding OneDrive into Canvas during 2022, giving you two options.What about AEM forms?There is no current change planned to existing forms used on the intranet and public-facing website or the creation of new forms.What's the file capacity of MS Teams site or SharePoint library?25TB for a Teams site or SharePoint site. |
| Presentation: DELNA Screening using MasteryPaths on Canvas -Morena Botelho de Magalhaes and Liz Kose) | Canvas would help all students at the UOA complete the self-assessment program when they begin. After the assessment, students can engage with resources and courses. * Morena has briefly introduced EDLNA (Diagnostic English Language Needs Assessment), which assesses students’ academic English skills to help them succeed at university. For more information, please visit delna@auckland.ac.nz or email delna@auckland.ac.nz
* Liz went through the whole process of MasteryPaths on Canvas from the student’s version and introduced the three levels (Good, Satisfactory, and Diagnosis Required) in the MasteryPaths.
* For how to use MasteryPaths in course modules. Please see [the link](https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-use-MasteryPaths-in-course-modules/ta-p/906).

To know more about MasteryPaths, here is [the blog](https://www.canvas.ac.nz/2022/03/01/masterypaths-customising-learning-experiences-based-on-students-performance/). |
| Any other business |  |