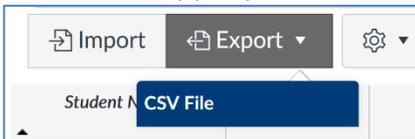


eLearning Instructional Design Office Hours in D140 - Winter break

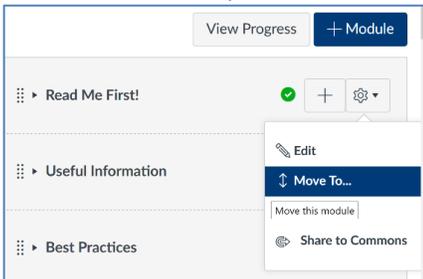
- December 11: 9am – 4pm
- December 12 to December 14 and December 18 to December 21: eLearning/LMC walk-in hours not available. All requests will be handled by email. We have limited staff available during this time from Monday to Thursday from 11am-4pm.
- Please use the elearning@bellevuecollege.edu email to send us your request for Canvas questions.
- December 26 – December 29 from 11am – 4pm: Walk-in Instructional design assistance will be available in the LMC or you can call us at 425-564-4210 for assistance. Help will be available to migrate content from a previous course to your winter quarter Canvas class.
- [Design Request Form](#): Submit a Canvas course design request consultation with an Instructional Designer. You will get a response in 24 hours during the quarter in our listed work hours. You can also stop by D140 and get an update on your request or call 425-564-4210.
- If you need to create a request ticket, always [login to TDX](#) to see more choices for Canvas Help.

Check it Out!

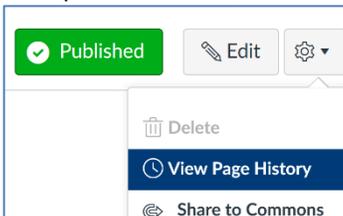
- ✓ The next Canvas release will be on Saturday December 9th. The [Release Calendar](#) has upcoming dates and instructional videos for the new features.
- ✓ [CanvasLIVE](#) is a virtual event destination for all Canvas users! Sessions are designed to help users improve and enhance their teaching and learning with Canvas!
- ✓ [Download a copy of your Grades from Canvas](#). This should be done periodically during the quarter.



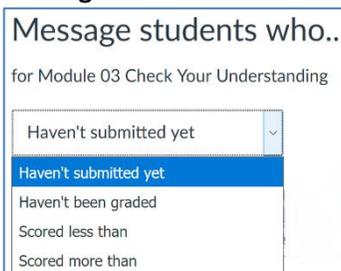
- ✓ The "**Move To...**" option in Modules (as opposed to clicking and dragging)



- ✓ **Restore Pages to previous versions**. This is very useful when a lot of edits are taking place and for courses with multiple instructors, this view will show who has made the most recent revisions.



- ✓ **Message students who** - from the gradebook! This is such an awesome and easy way to quickly message students.



Teaching with Canvas: Canvas 101

Register for Canvas 101, you will learn about all of these above tips and more! Earn that Canvas 101 badge, interact with other colleagues in your workshop online and start using Canvas tools effectively. This workshop is modular so instructors with varied backgrounds and experience can select the order of the modules that best apply to their needs.

It is self-paced, project-based, and guided—a facilitator will be available to answer questions and to evaluate participant projects.

Start Date: Monday, January 15th. [Sign up for Canvas 101!](#) **Facilitator:** Bruce Wolcott
