



Quick Start Guide (QSG) Training Plan

This QSG Checklist should get Administrators started with rolling out a training plan in their divisions. Use this list to make sure that your staff has a grasp on all of the options Canvas offers for Training. Some of these are self-paced, some are webinars with a live person, some are videos, some are communication with a support person, and some are live workshops for hands-on creation.

<ul style="list-style-type: none"> ☐ ☐ ☐ 	<p>Training Portal How to Find the Training Portal</p> <ul style="list-style-type: none"> ➤ Click on Your Instances' Help Button ➤ Training Services Portal ➤ Start Tutorial or Close <p>Learning Library</p> <ul style="list-style-type: none"> ➤ Learning Pathways: Collections of recommended courses based on user role. Certificates may be awarded upon completion at 80% accuracy. Learning pathways are organized in Bridge programs. Learn more about using programs. ➤ Courses: Information on a variety of Canvas topics. Badges may be awarded upon completion. Learn more about using courses. ➤ Videos: Pre-recorded video trainings available on demand. Videos are organized in Bridge courses. <p>Training Calendar</p> <ul style="list-style-type: none"> ➤ The Training Calendar displays pre-scheduled live webinars delivered by Canvas trainers. 	
<ul style="list-style-type: none"> ☐ 	<p>K12 First Day Ready Learning Pathway</p> <ul style="list-style-type: none"> ➤ Preview ➤ Enroll 	
<ul style="list-style-type: none"> ☐ 	<p>Self-Paced Courses for Teachers and Admins</p> <ul style="list-style-type: none"> ➤ Teachers' Course - Grow with Canvas <ul style="list-style-type: none"> ❖ This course may be added to your own instance for PD ➤ Technical Admin Course - Be the Hero 	



	<p>❖ Currently working on an Educational Administrators' Course</p>
☐	<p>Guides</p> <ul style="list-style-type: none">➤ The Canvas Guides provide detailed, step-by-step instructions with screenshots of everything Canvas can do. Search for topics and/or exploring the Guides when you have questions.➤ The Canvas Video Guides
☐	<p>Community</p> <p>The community consists of Canvas users sharing, collaborating, and shaping Canvas together. Go ahead, ask a question.</p> <ul style="list-style-type: none">➤ https://community.canvaslms.com/
☐	<p>Strategic Services Workshops</p> <ul style="list-style-type: none">➤ Adoption Consulting with your Principal Learning Consultant<ul style="list-style-type: none">➤ Link to Course➤ Link to Calendar and Registration for Workshops
☐	<p>Tier 1 Support</p> <ul style="list-style-type: none">➤ Click on Your Instances' Help Button<ul style="list-style-type: none">➤ Canvas Support Hotline available (Faculty)➤ Chat with Canvas Support (Faculty) <p>You can call the Hotline and talk to a support person, or you can use the chat feature (24/7, 365 days) to get help. With the Chat feature, you are provided with a transcript afterwards for reference.</p>
☐	<p>Rapid Training Guide (Leaders)</p> <ul style="list-style-type: none">➤ Canvas Rapid Implementation Communication and Training Guide➤ Training Plan for Rapid Canvas Implementation - Condensed Version