

HOW TO USE CANVAS STUDIO – A short guide

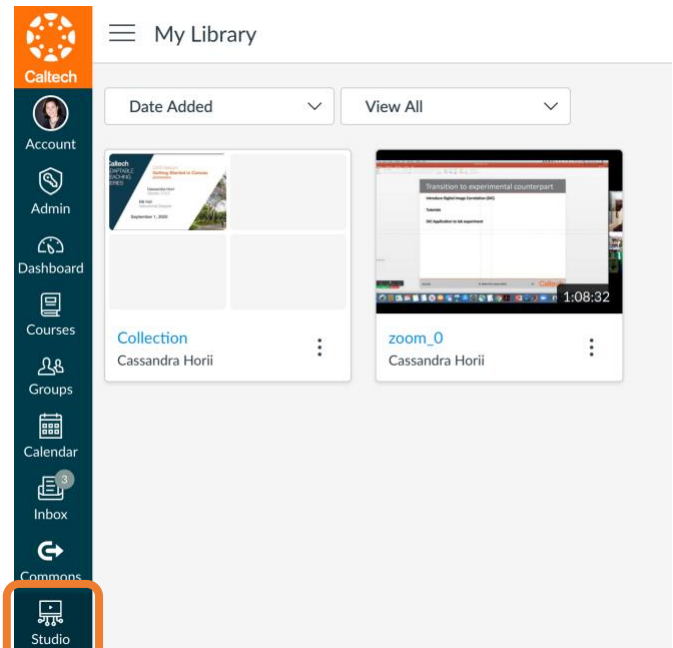
Important Notes: Canvas Studio is a multimedia application within Canvas, designed for large video files (in Studio, files do not count toward course limits), auto-captioning, and interactive learning. Unlike a simple folder, Studio allows you to build a library of video and/or audio files and then place them where you need them in your course, with context of your choosing. If you prefer a simple folder, Google Drive is another option: <http://teach.caltech.edu/tech-tools/gdrive>.

UPLOADING VIDEOS TO CANVAS STUDIO

- To add videos, click “Studio” in the left-side toolbar. “My Library” will then appear, as shown at right:
- In the upper right corner, find and press the “Add” icon, shown below:



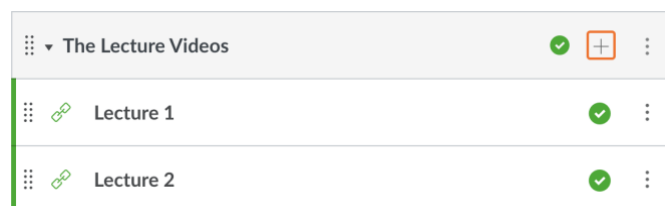
- Please note that a newly-uploaded video will take some time to process. While processing, if you try to access the video, it will not play and is not ready to display to students.
- If you want to organize your videos into a group to stay organized, click “+ Collection” below the Record, Add, and Search icons to create a new collection.



SHARING VIDEOS FROM CANVAS STUDIO WITH STUDENTS

METHOD 1: Share Via Modules

- Click “Modules” in the left-side Course Navigation.
- On the light grey bar at the top of a module, click the “+” sign, shown with orange box around it at right. In the example shown, the instructor is displaying videos in a general module called “The Lecture Videos”; you could display your videos in weekly modules with other course materials for that week, or in another way as you choose.



- In the dialogue box that opens up (shown below):
 - Select “External Tool” next to the “Add” prompt
 - Select Canvas Studio
 - Press “Add Item” in the lower right corner

Add Item to Lecture 1 ✕

Add External Tool ▼ to Lecture 1

Select a tool from the list below, or enter a URL for an external tool you already know is configured with Basic LTI to add a link to it to this module.

Attendance
A very handy tool for creating seating charts and keeping track of attendance.

Box
Embed files from Box

Canvas Studio
Video for Education

Chat
A very handy tool for hosting live chat sessions.

Course Reserves
This configuration is custom for each Ares institution. Please refer to the Ares documentation for the complete installation instructions.

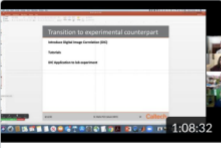
Google Drive
Allows you to pull in documents from Google Drive to Canvas

URL:

Cancel
Add Item

- Select the video you want from your Canvas Studio library. In the next dialogue box, titled “Link Resource from External Tool,” Check the settings (probably “Allow Comments” off and “Display Download Option” off), and click “Embed” in the lower right corner (shown at right).

Link Resource from External Tool ✕



zoom_0
Cassandra Horii

Standard Embed

Embed Options

☒ Allow Comments

☐ Display Download Option

Select Another Video
Embed

- That will take you back to the main dialogue box; click “Add Item” again (shown below):

Add Item

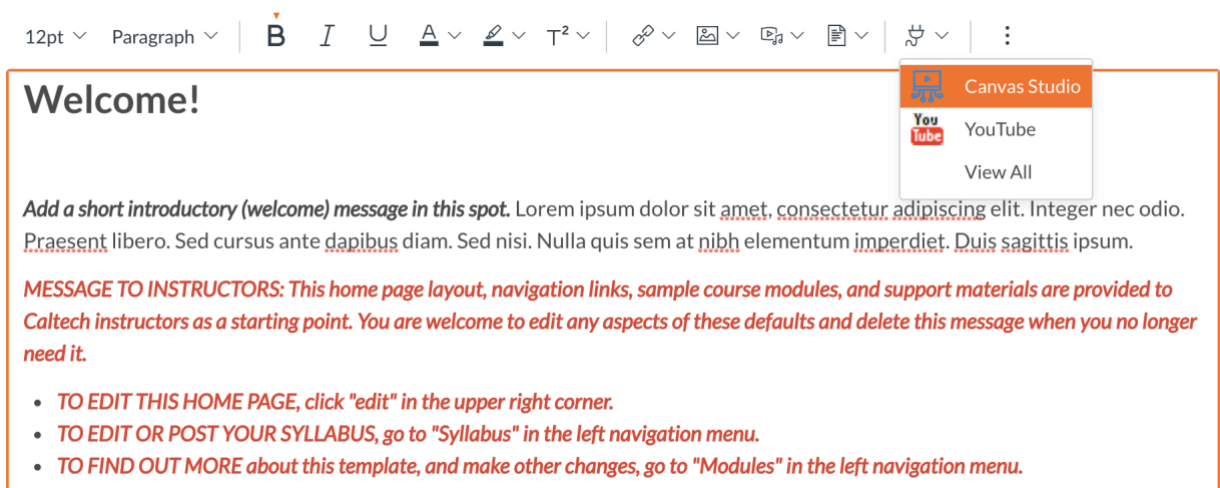
- **FINAL STEP:** Back on the Modules page, make sure that both the overall module (in the above example, “The Lecture Videos,” and the Canvas Studio items (in above example, “Lecture 1” and “Lecture 2”) are published—they should all have a check mark in a green circle. If you find instead a circle with a slash through it, press it to toggle it to published status.








METHOD 2: Share on a Page

You can also share videos on any Page in Canvas (e.g., Home Page, Syllabus Page, or any Page you add to a Module). For any Page, the process is the same:

- Navigate to the page where you want to display the video from your Canvas Studio library.
- Click “Edit” (with a pencil icon) in the upper right corner.
- In the toolbar just above the editing window, click the “plug” icon (because Studio is a plug-in, which may not be obvious), and select Canvas Studio, as shown below:



12pt ▾ Paragraph ▾ | **B** *I* U A ▾  ▾ T² ▾ |  ▾  ▾  ▾ |  ▾ | ⋮

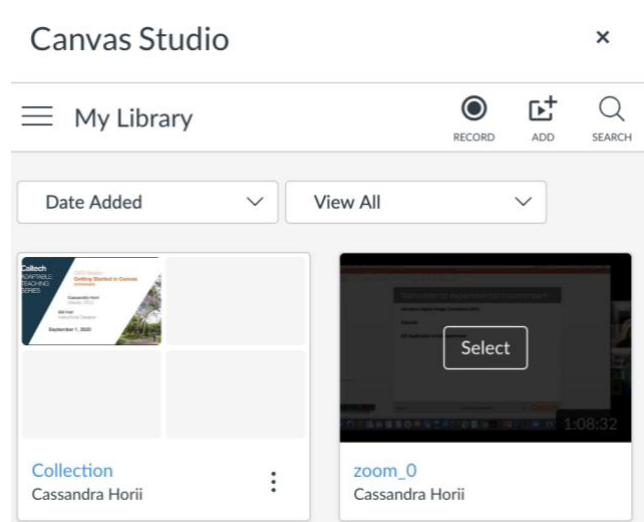
Welcome!

Add a short introductory (welcome) message in this spot. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Integer nec odio. Praesent libero. Sed cursus ante dapibus diam. Sed nisi. Nulla quis sem at nibh elementum imperdiet. Duis sagittis ipsum.

MESSAGE TO INSTRUCTORS: This home page layout, navigation links, sample course modules, and support materials are provided to Caltech instructors as a starting point. You are welcome to edit any aspects of these defaults and delete this message when you no longer need it.

- TO EDIT THIS HOME PAGE, click "edit" in the upper right corner.
- TO EDIT OR POST YOUR SYLLABUS, go to "Syllabus" in the left navigation menu.
- TO FIND OUT MORE about this template, and make other changes, go to "Modules" in the left navigation menu.

- In the pop-up that you receive, hover over and then click “Select” on the video you want to display, as shown at right:
- On the next screen, as described above in Method 1, adjust settings and press “Embed.”
- This brings you back to the page editing view; you should now see the video.
- **Be sure to press “Save” at the bottom of the page editing view.**



Canvas Studio

My Library

RECORD ADD SEARCH

Date Added ▾ View All ▾

Collection Cassandra Horii

zoom_0 Cassandra Horii