Customize Your Home Page

There are many different options for personalizing your home page. This is the first thing your students see when they click on your course and the primary way they interact with your content. To set your home page:

1. Click *Home* in the column on the left.
2. On the right, click *Choose Home Page*.
3. We recommend that you choose either:
   - *Pages Front Page* (you will create an editable front page, welcoming your students to the course and providing links to content); or
   - *Syllabus* (this is NOT a syllabus traditionally conceived; rather, you will create an editable front page – just like a *Pages Front Page* – that also includes a list of assignments, quizzes, and events derived from the calendar tool).

Create Content by Making New Pages

Think of your course in Canvas as a multi-layered website. You create “pages” with editable content, each of which can contain links to other pages, assignments, quizzes, other Canvas tools, or links to external websites.

You can create a page in one of two ways:

1. Click *Pages* on the left and then click the blue button that says “+ Page”. You will then name the page and add content. Always remember to click *Save* before you navigate away!
2. Create a new page on the fly when you’re editing content on another page. When the editing box is open, you will see *Insert Content into the Page* on the right. The *Links* tab is for pages. Make sure your cursor is exactly where you want a link to your new page. Then click *Link to a New Page*. Give the page a name, then click *Insert Link*. You will see the link to your new page appear in the content editor. Now save the page, click on the new link, and you can start adding content.

Please note: you can add links to a page you’ve already created by simply choosing it in the *Links* list on the right.
Upload and Link to Files

Much like pages, files can either be uploaded by clicking Files on the left or by uploading a new file as you're creating content. If you upload a new file on the fly, the file will still be deposited under Files. You can return to your file library later to move the new file into a folder, and this will NOT break your link.

Post Events or Assignments on the Calendar

New assignments or quizzes will automatically appear on your calendar if you've specified a due date. If you've chosen Syllabus as your home page, these will appear in the calendar list at the bottom. If you've chosen a Pages Front Page, you can click Calendar at the top of the screen.

You can add a new event, assignment, or quiz on the calendar itself! Just click on a day and enter information in the various fields. Just remember to choose the correct calendar, as the Canvas calendar aggregates events from all of your courses.

You can drag calendar events to another day, and your assignments or quizzes will automatically update!

Publish/Unpublish?

Canvas uses what we call a “draft state” for everything you create in the course (a new page, assignment, quiz, etc.). You must click Publish before content will be visible to students. We recommend publishing new content as you're designing your site, then you can return to unpublish items if you'd prefer to hide them from your students.

You can also publish your course once it's ready. You do this on the home page, in the upper right-hand corner. Be aware, though, that you can't “unpublish” the site if students have already submitted work.

Only Display What Students Need to See!

You can hide content areas (the column on the left) from students by clicking Settings, then Navigation. Drag areas you want to hide to the bottom of the list. Hidden items appear as gray in the menu on the left. Content areas visible to students will remain black. We recommend hiding Files and Pages, as well as anything else you don’t plan on using.