Creating your Home Page

1) Go to your Pages tab and add a new page.

2) Create a super catchy title like “Roman Empire Front Page.” and Save the page.
3) Now mark this page as your “Front Page.”

4) You could also spend some time here setting up pages for the next ten weeks, or maybe just three.

5) Return to your HOME tab on the left side of your screen.
6) When you are back on the home page, you should see on the right side of your screen under “Course Status” an option to Choose Your Home Page. Click on that.

7) Select “Pages Front Page…”
8) Your home page should now look like this:

![Image of HSTAM 302 A home page]

9) Now, it is time to start creating your course files.
Below are examples of the folders I usually create for my classes, but I imagine you will have other folders that you will want to create.

Nevertheless, this is a super important step because once you have these course files uploaded you can link them easily on to the pages you have created. I use these folders to upload pdfs of readings, handouts, images, paper topics, midterm and final reviews, etc. I highly recommend taking the time right now to upload all, or as much as possible, of the course reader—if you are using pdfs of readings.

Again, doing so now will make it so that you can link these readings easily into your weekly schedule.

When you get done with your course files, you should have something like this.
10) Now it is time to go to your Assignments and build up this section. This is another time intensive section, but again, necessary step to do up front. I imagine yours will look different than mine depending on what types of assignments and exercises you want to have in your class. But, just for your reference, here is what mine looks like.
Okay, so now you have all of your folders created, you have uploaded at least your course reader, and you have created all of your assignments. This means you have everything to start making your weekly pages.

Usually my pages on Canvas look like this—nothing fancy. I just give the title of the lecture, links to the readings from the course reader, and after the lecture I upload my PowerPoints.

I usually also include links to the assignments.
You can link your course reader, assignments, etc. by looking to the right side of your screen. Because you have taken the time to upload your course files and create all of your assignments, you can now easily integrate them into your Page.
CREATING ONLINE LECTURES

Okay, so now that you get a sense of how straightforward it can be to create a Page and include links to readings and assignments, let’s consider how to use Pages to create some straightforward lectures.

Again, you want to keep your lectures short. Ideally, they should be about 8-12 minutes. Some can be shorter; some can be longer. But, keep in mind that you want to keep them short. This helps you keep up your energy as you record them and it allows students to be able to go back through these lectures easily if they need to do so for whatever reason (they want to review a section, or maybe they got interrupted and now are trying to come back to the lecture). So, shorter lectures are easier for students to use and you to record.

If you prefer, you could record your entire 50-minute lecture without including other content, I would still recommend that you record the lecture in 8-12 minute sections. Again, it will be easier for you and easier for your students. When you think about the lectures that you teach face-to-face, consider the natural breaks or transitions in your lecture, and use those to help you consider where to break down your lectures.

I use the Panopto function and I find it pretty straight forward. I won’t go over all of the steps for Panopto because IT Connect and Eric and Kristin have already given you some great resources on how to make that work. So, I refer you to those resources. Here’s one from IT Connect.

https://itconnect.uw.edu/learn/tools/panopto/create-recording/

What I have learned from my own experiences creating online lectures is it is easier on me and easier on students to have short lectures interwoven with other content. And, again Pages on Canvas can be an easy way to do this.

For an online lecture, I like to record an introduction explaining to students what I want them to do to get through the content (2-3 minutes).

Then, I might do a second lecture that starts off the topic (again 8-12 minutes).

Next, I might include a short reading or an accessible scholarly article for students to read.

After that, I might come back with another short video lecture that gives some context or analysis on what they just read and maybe start the next section of my lecture (8-12 minutes). Etc.
Here is an example of my first attempt at creating an online lecture last year when I had to go to a conference.

**Week 2 Overview**

**October 2, 2018**

**Lecture: The Roman Social Order**

1) Watch this video before reading Roman Social Order
   [Link](#)

2) Read Roman Social Order
   [Roman Social Structure.pdf](#)

3) Watch Video on Roman Nobility and the New Man
   [Link](#)

4) Read Roman Family
   [Roman Family.pdf](#)

5) Watch Video on Roman Marriage
   [Link](#)

6) Watch Video Introducing Daily Life
   [Link](#)

7) Read Ann Olga Koloski-Ostrow's article, Roman Urban Smell, The Archaeological Evidence
   [Koloski-Ostrow Roman Urban Smell.pdf](#)

8) Watch Video on Roman Toilets and Kitchens
   [Link](#)

9) Watch Video on Skeletal Evidence of Stature, Diet, and Health
   [Link](#)

Readings for Discussion and Reading Response:

6 [Dickey Afternoon at the Bath.pdf](#)
7 [Morley Urban Smell.pdf](#)
So, again, there is nothing fancy here. I have just used the ‘page’ function and simply created a list of links from the video lectures I recorded and some of the files I had uploaded with my course reader. But, I have broken two 50 minute lectures down into seven 5-12 minute lectures with breaks for readings included.

By the way, if you want to include a link to your Panopto recording, you need to copy the embedded link.
Okay, so I think this is a pretty straightforward way to create an online lecture using only pages and not getting too far into the weeds with the modules function.

So, all of this is to say that I think you can create some pretty great online lectures relying primarily on ‘pages’ in Canvas. I don’t think you need to worry about developing modules unless you really want to. You can do a lot with just the “Pages” function.

Also, the most important thing I have learned about Canvas is that you need to build the backbone of the course first, before you start trying to design an online lecture. But, again, this is most likely stuff you already have—course readings and assignments.

I also think Panopto is pretty easy to use (once you get the hang of it) and it does integrate pretty easily with Canvas.

I also recommend checking out Margaret’s super cool examples of her “virtual lectures” that she shared on Microsoft Teams to see other examples of how to rethink lectures for an online format.