

# A Quick Guide to the New ELMS User Interface

This guide will orient you to the ELMS (Instructure's Canvas Learning Management System) user interface. Instructure changed the dashboard and global navigation features of Canvas in order to make the environment more compatible with and responsive to a wide range of screen sizes, including tablets and phones.

## New Global Navigation

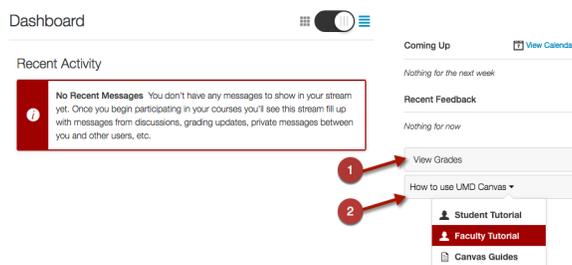


In the new UI, the Global Navigation menu has moved to the left side of the screen. Tasks related to your personal preferences in Canvas are found under the **Account** link. When you click on this link, a pop-out menu enables you to edit your profile, notification preferences and personal settings.

Links to the Calendar and CourseEvaluation tools, Inbox, and Group spaces have moved to the left Global Navigation menu. Neither the look nor functionality of these tools has changed at all.

You will also find easy access to the **Logout** button here. The **Help** button continues to provide easy access to assistance from Instructure, as well as Canvas Guides and the Canvas Community.

## New User Dashboard

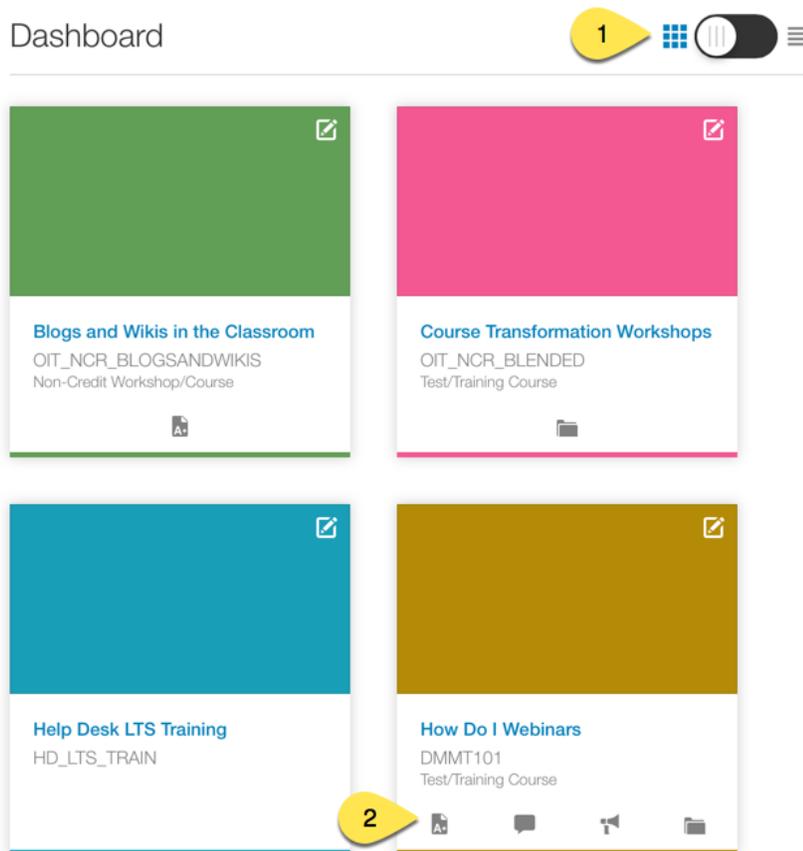


The location of the **Grades** link has shifted significantly in the Dashboard. Faculty and students can view overall course grades by clicking the **View Grades** button (1) now located on the right side of the Dashboard. To return to the Dashboard view, one will select the **Dashboard** link in the

Global Navigation menu. The new Dashboard interface also provides links to helpful faculty and student orientations to ELMS via the **How to Use UMD Canvas** button (2). Links to recent "Announcements" "Assignments" "Discussions" and new "Files" posting activities for all current courses are also visible in the default Dashboard view.

## Graphical User Dashboard

The most significant change to the Canvas user interface is the way that courses are represented for selection. It is still possible to select the **Courses** link in the Global Navigation menu to reveal a list of text-only links to courses; however, it is also possible to view links to courses and their recent activities in the “Course Card” Dashboard view.



Click on the toggle button at the top of the screen. The “grid” option (1) displays courses in the Course Card view seen here. The “collapse” option displays the default “Recent Activity” view. The Course Cards serve as links to the courses represented. They display the same kind of information about a course as the Recent Activity view. Up to four activity icons may be visible and associated with a Course Card (2), depending upon what kind of activity has recently occurred within the course. The *Assignment* icon provides a quick link to the most recent assignment notification; the *Discussion* icon links individuals to the newest activity within the discussions area; an *Announcement* icon provides a quick link to the most recent announcement published in a course; and the *File* icon provides quick access to a file that the instructor has recently made available within the course Files area. These icons are only visible if the specified notification activity has occurred in the course.

The Course Card color and the course title are customizable by individual viewers. Anyone enrolled in a course can choose to color code their Course Card in specific ways and create a nickname for the course that only they see in their own Dashboard. Changes made to colors or nicknames in one’s own dashboard do not impact what others enrolled in the course see.

To change the aesthetics of the Course Card, select the **Edit** button. A color can be selected from the available palette OR a web-based color can be typed in. In addition, the Nickname field can be used to rename one's personal view of the course name. Select the **Apply** button to apply the changes.

While you will need to adjust the way in which you interact with the user Dashboard and Global Navigation options, it is important to note that these changes do not impact the layout or functionality of an ELMS course space itself. The Dashboard elements frame the course space navigation menu and content, as seen below.

The screenshot displays the ELMS course space for AGNR270. On the left is a vertical navigation sidebar with icons for Account, Dashboard, Courses, Groups, Calendar, Inbox, CourseEvalUM, and Logout. The main content area shows the course title 'AGNR270 > Modules' and a 'View Progress' button. Below this, the 'Modules' section is expanded, showing a list of units. Unit 4, 'Create Digital Media', is expanded to show three items: 'Unit Four: Creating Digital Media', 'Unit Four: Required Readings and Viewings', and 'Unit Four: Assignments'. Unit 3, 'Web Page Development', is also expanded to show three items: 'Unit Three: Web Page Development and Pu...', 'Unit Three: Required Viewings and Read...', and 'Unit Three: Assignments'. A 'Group Projects' section is partially visible at the bottom. Each unit and item has a green checkmark and a settings gear icon.