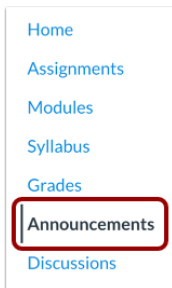




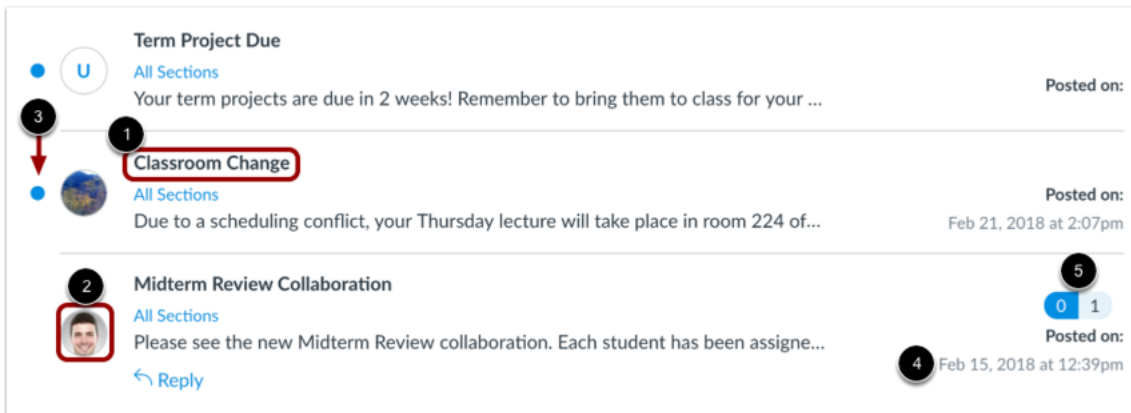
Madison School District How To View Announcements As A Student In Canvas

Announcements allow instructors to communicate with students about course activities and post interesting course-related topics. Announcements are designed to allow instructors to broadcast information out to all members of a course or to all members of sections within a course. Students may be able to reply to announcements, but replies are not considered to be a conversation and do not appear in the Conversations Inbox.



In Course Navigation, click the **Announcements** link.

View Announcements



In Announcements, you can view all the announcements in your course.

Announcements are listed in reverse chronological order with the newest appearing first and the older announcements appearing towards the bottom.

Each announcement includes the title of the announcement [1], the picture of the user who posted the announcement [2], an unread indicator near unread announcements [3], the announcement post date [4], and the number of unread/total replies in the announcement [5].

All announcements should **automatically send** an email to the student as well.

IF you are unable to click on the “announcements” navigation button because it was HIDDEN by your teacher, the announcement(s) will STILL be posted at the top of your course homepage. Just look for it!

