Power Up Your Canvas Course
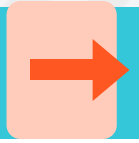## Canvas Beginner Essentials: Phase 4

25. Rename Your Course Sections

Renaming your sections can be helpful if you are utilizing the Canvas gradebook. Instead of a course number, you can rename it to read which class period and content area.

26. Import Course Content

Finally, after building your content in your Master Course, you will want to move that content into your live, student courses. You will need to clean up your course navigation again, as that is not a global feature.

27. Use the Scheduler

Using the scheduler enables students to make appointments to see you. You can set the appointment date and time range. You can also limit how many users can sign up for a particular time slot.

28. Use Announcements

Send announcements to students for upcoming events or other important reminders. You can even attach a file or embed a video for students to reference before a quiz or test.

29. Send a Message

The Inbox tool in your Global navigation bar allows you to send a message to all course participants or participants with a specific user role. You can also include an attachment or a media file.

30. Publish Your Course

When you have everything ready, publish it so your students can see it!

31. Use the Canvas Teacher App

If you would like to grade on-the-go, then use the Canvas Teacher App. It also provides you with the ability to communicate with your students through announcements and you can also update course content.

32. Use the Canvas Guides

If you want to dig deeper in how to use Canvas, check out the Canvas Guides. There is help for every tool in Canvas from an instructor's point of view and from a student's point of view.