The Peabody Institute

QuickStart Guide for using online resources to continue lessons, instruction, and assessment during a campus closure.

1st Make your Canvas course available to students. Students go to Canvas for course information, and they will check there for course updates. Be sure to communicate your plans to students and use Canvas as the central hub of communication.

Additional resources, FAQs, and a digital version of this guide available at https://peabody.jhu.edu/keepteaching.

Course Announcements

Post a course announcement in Canvas. Students will receive email and app notifications based on their individual notification preferences. The default for students is to be notified immediately of new announcements. To learn how to post and email an announcement in Canvas, visit https://canvas.jhu.edu

Sharing Course Materials

Lecture notes, slides, detailed assignment instructions, and other course materials can be uploaded into Canvas. To learn how to upload materials in Canvas, visit https://canvas.jhu.edu

Student Assignment Submissions

Students can upload assignments through the assignment submission tool in Blackboard. To learn how to create an assignment in Blackboard, visit https://canvas.jhu.edu

Replacing Live Classrooms

Conduct scheduled class seminars, discussions, and lectures synchronously via Zoom. Log in at https://jhupeabody.zoom.us/ to get a meeting link to share with your class. Be flexible with students experiencing technical issues, illness, etc. Consider recording sessions for later viewing where appropriate.

Replacing 1-1 Lessons

Conduct 1-1 lessons synchronously via Zoom. Log in at https://jhupeabody.zoom.us/ to get a meeting link to share with your student. Follow instructions for preserving original sound to turn off the audio compression that is optimized for speech. Remember that students' access to equipment and instruments will vary and require flexibility.

READY TO TEACH REMOTELY

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