

#### **Welcome to the DFI May Faculty Newsletter!**

As the Spring semester draws to a close and graduation approaches, we are delighted to provide you with all the essential details required to request support for launching your Summer courses. Additionally, we offer instructions on concluding and posting grades for your Spring semester courses.

We hope you have a wonderful end of the semester and thank you for reading!



# What's New?

## 1. Support for your Summer 2024 Canvas courses:

#### **Individual assistance from DFI:**

If you would like assistance setting up your Canvas course please **Open a DFI Support Ticket** and one of our Instructional Support Associates (ISAs) will contact you to assist.

We can assist with:

- · Importing content from last summer
- Utilizing one of the TC templates
- Answering any questions you might have about adding content to your Canvas course
- Show you how to request your readings through the Course Resource List.

## Do-it-yourself:

This simple 10-step Canvas Quickstart guide is a great resource for faculty who would like to set up Canvas courses on their own.

### 2. Entering final grades for the spring semester:

When it comes to posting your final grades to Banner, DFI is thrilled to offer you comprehensive, step-by-step instructions that will ensure your success!

• For questions about submitting your final grades via **Banner**. Please **contact the TC Registrar's Office** 

## 3. Classroom Technology

The <u>Digital Futures Institute</u> collaborates with <u>Media Services</u> (in TCIT) to provide you support for your classroom technology and digital pedagogy needs. See below for two ways to receive support for classroom technology use.

# Open a Media Services Request:

Media Services can come and assist you with getting started at the beginning of each class session. Complete a request early to make sure you are on their schedule by filling out a Media Services request form.

#### **Classroom Specific Questions:**

If you have a classroom specific technology question, open a ticket and Media Services will work with you to find an answer.



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