



Hot Canvas Topics for a Long Hot St. Louis Summer

“Weight” Until You See This: Weighted Grades in Canvas

There are many ways to grade in Canvas; one way is weighting grades. This method makes it possible to assign an appropriate weight to different groups of assessments. For instance, if you are giving 10 quizzes worth 10 possible points each, the total number of points is 100, but you are also giving a final project worth 100 points. In this scenario, the quizzes and final project have the same total points and weight towards the final grade. Sometimes, this may be what you want. However, if it was easier to score 10 points on each quiz, then you may want the Final Project to be worth more than the quizzes. This is where weighted grades come in. Since the quizzes were less difficult, you might want to make them worth only 20% of the final grade, and make the final project worth 50% of the final grade. With weighted grades, no matter how many quizzes you give or how many points they are worth, they remain 20% of the total grade. This provides you flexibility to add or drop items in groups or change points, without affecting the percentage the group is worth in the final grade.

Calculating Weighted Grades

To use weighted grades in Canvas, assignment groups, each having an assigned percentage, must be created. Weighted groups are calculated by adding the total number of points received in a group, divided by the total possible number of points available in the group, then multiplied by the percentage the group is worth. Adding up all of the percentages for the assignment groups should result in a total of 100%. However, Canvas does allow for totals that are greater or less than 100%. Each assignment group calculation is added together to create the final grade.

Let's plug in some different grades into the examples we discussed above:

For the Quizzes group

$80 \text{ (total pts. received)}/100 \text{ (total possible pts.)} = .8$
 $.8 * .20 \text{ (weight)} = 16\%$

For the Final Project group

$95 \text{ (pts. received)}/100 \text{ (pts. possible)} = .95$
 $95 * .50 \text{ (weight)} = 48\%$

In the example above, only 70% of the grade has been calculated so far. Additional weighted groups are needed to bring the total to 100% for the Final Grade.

Assignment Group	Weight	Percentage
Quizzes	20	%
Final Project	50	%
Participation	10	%
Reflection Journals	20	%
Total	100	%

Students and Weighted Grades

When using weighted grades, keep in mind some students do not understand how they are calculated. Students must understand they need to do well in all of the weighted groups for a good grade. Because of this lack of understanding, it might be helpful to explain how weighted grades work at the beginning of the course and again at midterm (if applicable).

Related Articles

[How do I add an assignment group in a course?](#)

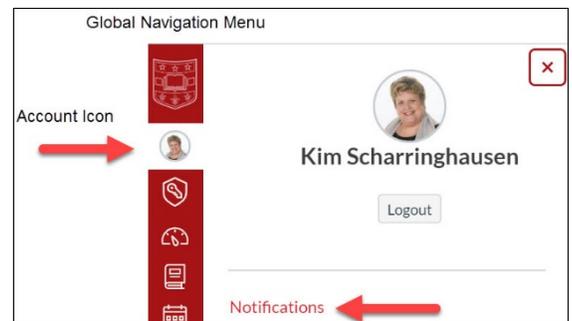
[How do I weight the final course grade based on assignment groups?](#)

Let's Talk: Student Communication in Canvas and WebFAC

Instructors can communicate directly with their students in at least three ways using Canvas and WebFAC. Canvas has two main ways of communicating with students: the Conversations (Inbox) tool on the Global Navigation Menu or the Announcements tool on the Course Menu. The Conversations tool displays all conversations for all courses and groups you are part of in Canvas.

Using the Conversations Tool

The Conversations tool keeps all communication messages within Canvas. You have a complete record of all written conversations between you and the student. This is important if you need to produce a record of the conversations for a future grade dispute, a student receiving an incomplete grade, or want to save a great piece of student writing to use as an example. (Ask the student for permission before the semester is over!)



If students want to receive your messages as quickly as possible, their notification preferences “Added to Conversation” and “Conversation Message” should remain set to the default “Notify me right away.”

Notification Preferences	
<input checked="" type="checkbox"/> Notify me right away	<input type="checkbox"/> Send daily summary
<input type="checkbox"/> Send weekly summary	<input type="checkbox"/> Do not send me anything

Conversations	
Added To Conversation	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Conversation Message	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Conversations Created By Me	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Once the student sees the notification, they can click the notification link to enter Canvas and read the message, or reply through the email notification directly to Canvas using the client of their choice (iOS, Android).

You need to be aware that student notification settings are universal; they apply to all courses for which the student is enrolled. This means they will have more email to check, but reap the same benefits as faculty in using the Conversations tool. All messages with their instructors or other students in the course are kept inside of Canvas, so they are easier to find when needed. If students opt to change the default notification preferences, they will need to log into Canvas daily for new information. Failing to do this could cause the student to be penalized for not being on top of new instructions, due dates or class meetings.

Canvas Announcements

The Canvas Announcements tool is great when you need to send a quick message to *all* of your students at once. The Announcements link is located in the Course Menu. Creating an Announcement is easy; just click the +Announcement button on the Announcements Index page, complete the needed fields and send it.

Announcements have all of the features of the Rich Content Editor. You also have the option to set the Announcement to “delay posting” and enter the date and time you want it to be sent. Your posted Announcements will automatically display on the Announcement Index page. You can choose to display the latest Announcements at the top of your Home Page, although that can get quickly cluttered.

Like the Conversations tool, your students will have to have their Announcements notification set to the default “Notify me right away” to be alerted immediately.

Related Articles:

[How do I use the Inbox as an instructor?](#)

[How do I send a message to a user in a course in the Inbox as an instructor?](#)

[How do I add an announcement to a course?](#)

WebFAC

Currently, Canvas does not have a “Send Mail” tool to send emails directly to students’ wustl.edu addresses. However, WashU has a web-based application called WebFAC that provides faculty, instructors, and teaching assistants access to a built-in email tool that allows you to email an entire class or selected students at their wustl.edu addresses. When you display the Roster in WebFAC, click the boxes to the right of the students’ names to send them email. Reply mail will go to your wustl.edu email. You can access and get assistance with WebFAC at the [Registrar’s Office website](#).

Washington University in St. Louis
Welcome to WebFAC

WebFAC Roster Select a semester: FL2018

Views: Roster Grades Forms Final Exam Schedule BB Management

Courses for Semester FL2018 (3 courses)

Course Number	Title	Thumbnails	Gallery	Text Only	Download
LXX Test 123C 01	Canvas Test Course (Do Not Delete)				
LXX Test 124C 01	Canvas Test Course II - Do Not Delete				
LXX Test 234C 01	Canvas Test Course II (Do Not Delete)				

Instructor: Angela Ruble <angelaruble@email.wustl.edu>
Class: FL2018 L LXX Test 234C 01: Canvas Test Course II (Do Not Delete)
Location: None TBA 12:00AM 12:00AM
Session: REG Start: 08/27/2018 End: 12/19/2018

Printer Friendly

ENROLLED (0)

ID	Name	Email / Phone	Div	Level	Units	Opt	Course	Advisors
----	------	---------------	-----	-------	-------	-----	--------	----------

INSTRUCTORS/SUPPORT PERSONS AND ASSISTANTS

Name	Email	Type
Ruble, Angela	angelaruble@wustl.edu	Faculty
Scharringhausen, Kim	kim.scharringhausen@wustl.edu	Faculty

Winners of the Summer 2019 Canvas Webinar Challenge

Richard Viehmann, Wayne Winters and Michelle Augustin all completed the Canvas Webinar Challenge. Michelle wowed us by completing a whopping twenty-seven webinars over the summer! We applaud these dedicated Canvas learners and hope they enjoy their prize bags filled with Washington University goodies!

Canvas Training Update

Be sure to request your [Canvas Demo](#) course, if you haven't already. A Demo course is an empty course shell you can use to experiment with or build a course for a future semester. You'll also receive access to the Welcome to Canvas course, an online, self-paced course set up in Canvas. The Welcome course is bursting with concise, targeted information on everything you need to know when you are starting out with Canvas.

Reminders

- Blackboard will shut down *forever* on **December 31st, 2019!**
- **24/7 Canvas Support** is available for faculty and **STUDENTS** by phone or chat! Click the “?” icon at the bottom of the Global Navigation menu in Canvas to access it.

Keep up to date at HelloCanvas.wustl.edu

Contact us at HelloCanvas@wustl.edu

All issues will be archived on mycanvas.wustl.edu.