IMPORTING FROM CANVAS COMMONS

Canvas Commons is a repository of learning resources that can be imported into your own ICON course shell. These resources can be used to supplement your course content and facilitate delivery of content about the Three Ms for Effective Learning.

NOTE: We do not recommend importing the entire course from Canvas Commons. Once you preview the available resources, you can import them individually or as Modules. All materials imported from Learning at Iowa will be **unpublished.** This allows you to make changes or adaptations to better suit your specific course before publishing content to students.

Step-by-step Instructions

1. Select the **Canvas Commons icon** in the global navigation bar.

2. In the search bar, type "Learning at Iowa."

3. Click on a resource to preview available content and instructions for use.

4. Click on the blue **Import/Download** button on the right side of the screen and select the course(s) you want to import into. Click "Import into Course." **Note:** *You can only import into those active courses that appear in the dropdown list*.

5. A green confirmation message will appear and the resource will begin importing into your ICON course. This process may take several minutes.

6. To view the imported item within your ICON course, select the relevant feature area (e.g., Assignments, Quizzes, Files) in Course Navigation.

7. You can now customize the resource to meet your course's needs, such as changing the grading values or adding automated feedback.

8. Remember to **publish** any content you would like your students to access.

9. Additional information about using Canvas Commons can be found [here](#).

Concerns or suggestions? Contact [Anat Levtov](#), Program Manager for Learning at Iowa.