

Customizing your Calendar

Your canvas calendar can be set up to automatically keep track of course dates and events. You can customize the calendar to house 10 courses.

1. To navigate to your calendar, click on the calendar button in your global navigation.



2. Your calendar will display course dates/events in the main area.



3. To change which courses are visible, just click the checkbox next to the course name on the right side of the screen. Remember that only 10 can be open at one time.

