
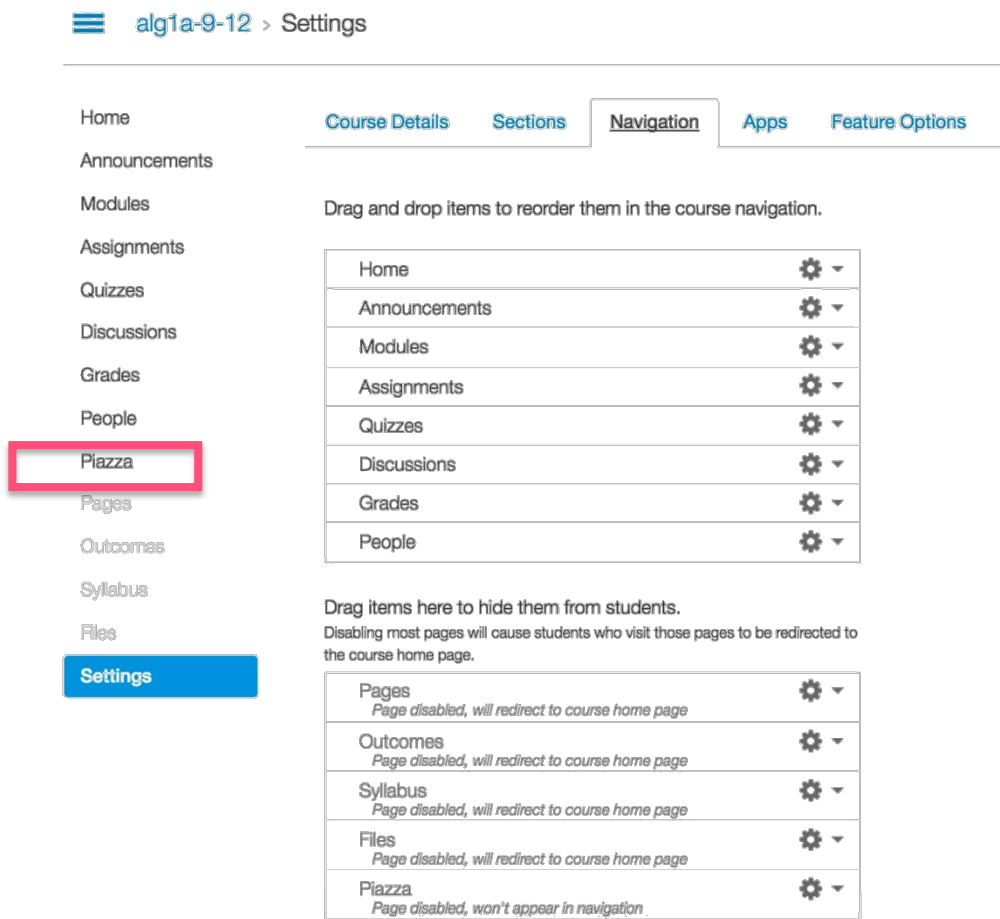


Enabling Piazza in a Canvas Course

This guide provides instructions on using Piazza on Canvas. To begin, please login into Canvas at <http://sjsu.instructure.com>. Now, select the Course in which you want to enable Piazza and then follow the below mentioned steps:

1. To add Piazza to your Navigation, simply browse to **Settings** on the left navigation menu.
2. Next, click on the **Navigation tab** and drag “Piazza” from the “hidden items list” to the “course navigation list.” Alternatively, you can click on the gear button  and “enable” it.
3. Piazza will now appear on left course navigation menu.











The screenshot shows the Canvas course settings page for a course titled "alg1a-9-12". The left sidebar contains a navigation menu with items: Home, Announcements, Modules, Assignments, Quizzes, Discussions, Grades, People, **Piazza** (highlighted with a red box), Pages, Outcomes, Syllabus, and Files. The "Settings" button is highlighted in blue. The main content area has tabs for "Course Details", "Sections", "Navigation", "Apps", and "Feature Options". The "Navigation" tab is active, showing two sections: "Drag and drop items to reorder them in the course navigation." and "Drag items here to hide them from students." The first section contains a list of items: Home, Announcements, Modules, Assignments, Quizzes, Discussions, Grades, and People, each with a gear icon and a dropdown arrow. The second section contains a list of items: Pages, Outcomes, Syllabus, Files, and Piazza, each with a gear icon and a dropdown arrow. The "Piazza" item is currently disabled, with the note "Page disabled, won't appear in navigation".

alg1a-9-12 > Settings






Home Course Details Sections **Navigation** Apps Feature Options

Announcements

Modules Drag and drop items to reorder them in the course navigation.

Home		▼
Announcements		▼
Modules		▼
Assignments		▼
Quizzes		▼
Discussions		▼
Grades		▼
People		▼

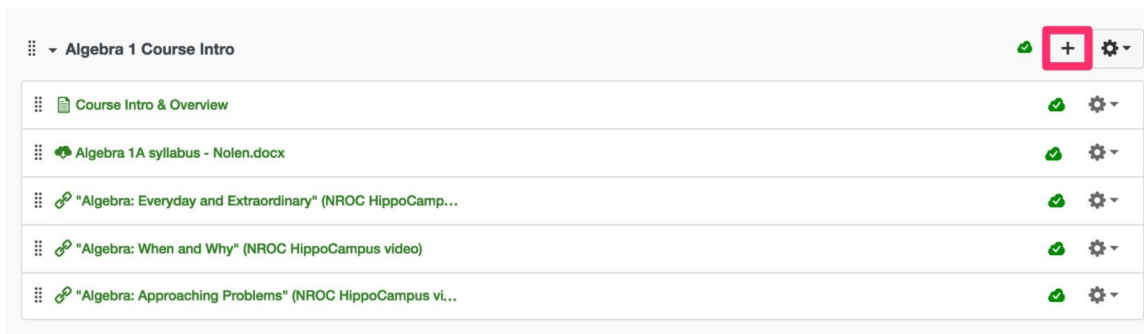
Drag items here to hide them from students.
Disabling most pages will cause students who visit those pages to be redirected to the course home page.

Pages <i>Page disabled, will redirect to course home page</i>		▼
Outcomes <i>Page disabled, will redirect to course home page</i>		▼
Syllabus <i>Page disabled, will redirect to course home page</i>		▼
Files <i>Page disabled, will redirect to course home page</i>		▼
Piazza <i>Page disabled, won't appear in navigation</i>		▼

Add Piazza to a Module

Piazza can be used within modules, too. It can be added to an existing module, or it can be created as a fresh module. You can create a module named “Discussion” and pin it to the top.

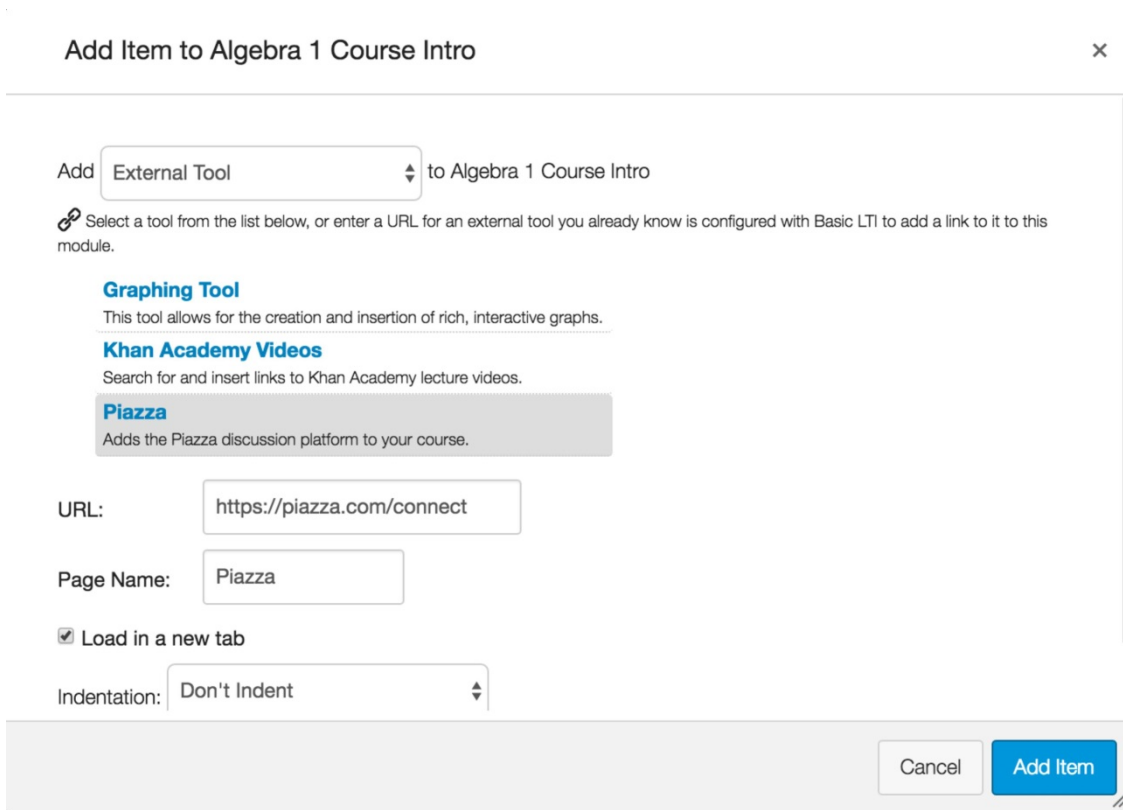
1. First, click on **Modules** on the left course navigation menu.
2. Next, click on the **plus sign** above your chosen module (If necessary, first create a module.).



The screenshot shows the course navigation menu for "Algebra 1 Course Intro". At the top right, there is a green checkmark, a plus sign icon (highlighted with a red box), and a gear icon. Below this are five items, each with a green checkmark and a gear icon:

- Course Intro & Overview
- Algebra 1A syllabus - Nolen.docx
- "Algebra: Everyday and Extraordinary" (NROC HippoCamp...)
- "Algebra: When and Why" (NROC HippoCampus video)
- "Algebra: Approaching Problems" (NROC HippoCampus vi...)

3. Then, Select “External Tool” using the “Add” menu, and then click on “Piazza”. Now, click on **Add Item** to complete the process.



The screenshot shows the "Add Item to Algebra 1 Course Intro" dialog box. The "Add" dropdown menu is set to "External Tool". Below the dropdown, there is a link icon and the text: "Select a tool from the list below, or enter a URL for an external tool you already know is configured with Basic LTI to add a link to it to this module." The list of tools includes:

- Graphing Tool**: This tool allows for the creation and insertion of rich, interactive graphs.
- Khan Academy Videos**: Search for and insert links to Khan Academy lecture videos.
- Piazza**: Adds the Piazza discussion platform to your course. (This option is highlighted with a grey background.)

Below the list, there are input fields for:

- URL:
- Page Name:
- Load in a new tab
- Indentation:

At the bottom right, there are two buttons: "Cancel" and "Add Item".

May 3, 2017