

# Going Online Fast: Get Started Right Now

Faculty

## ZOOM

1. Log into <http://acphs.zoom.us> and bookmark the link in your browser.
2. [Add a picture to Zoom](#) that will display when you do not have your video turned on.
3. [Download and install Zoom](#) on any computer you may use for your classes. This will install or update the software as needed.
4. [Set up Zoom](#) on any computer you may use for your classes.
5. Consult [best practices for using Zoom at ACPHS](#) to help your sessions move smoothly.

## CANVAS

1. Log into <http://acphs.instructure.com> and bookmark the link in your browser.
2. [Add a profile picture](#) to your account to help personalize your classes.
3. [Adjust your notification settings](#) and make sure you're receiving the information you want, how you want it.
4. If you intend to use Zoom, [create a Zoom session for each of your courses](#)
5. [Customize your Courses list](#) to make sure you can easily get to your current courses.
6. [Send an announcement to each of your classes](#) reminding them that you're going online and where to find materials.
7. [Create modules](#) for each of the remaining weeks in the semester where you can post all materials related to those weeks' work. [Begin adding materials and assignments](#) if you have them to the appropriate module.
8. Review information on [how to set up your Canvas course to help your students navigate easily](#).
9. [Create a survey in your course](#) to ask your students what resources they have available – do they have a personal computer, reliable high-speed internet, a webcam, a microphone/headset? This will help you determine how to best present information and to assess student learning in the most accessible way possible for everyone.
10. Install the Canvas app (if you'd like to use it on mobile).
  - [Apple iOS App](#)  
To learn more: [Canvas Teacher iOS Guide - Table of Contents](#)
  - [Google Android:](#)  
To learn more: [Canvas Teacher Android Guide - Table of Contents](#)