

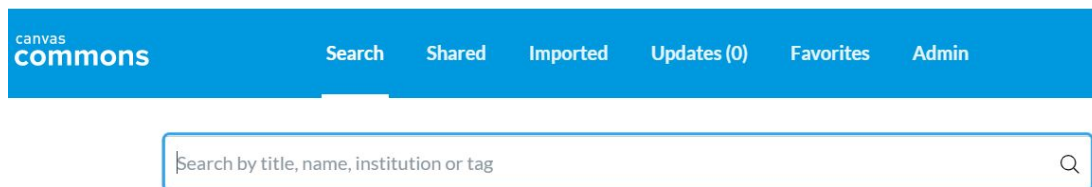
How to upload the Longwood University Online Learning Survey

Open the course you wish to add this survey to.

From your Home page find the link on the right menu that reads **“Import from Commons”**

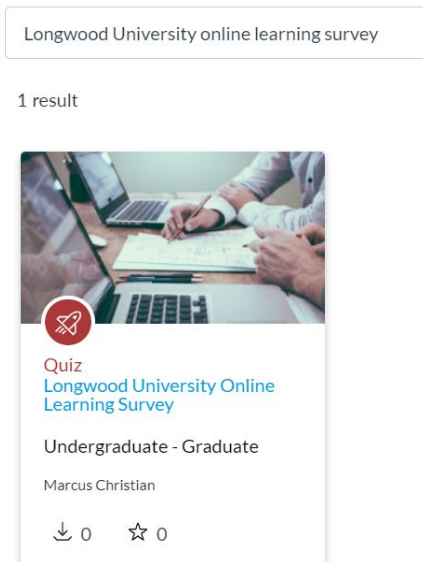


This will open the Canvas Commons Page search area



Search for **“Longwood University Online Learning Survey”**

You will see this resource.



Click the link and then click the **Download/Import** button.



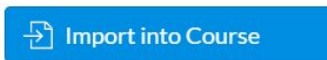
12.56 kB - IMS Common Cartridge File (.imsc)

This will bring up a box to search for your course. Type in the **course name and number**, select which course(s) you would like to add this to, and then select **“Import into Course”**

Import into Canvas

courses

- ITC LOTI_new_Summer
- ITC LOTI_return_Summer
- LOTI_IndependentStudy_Su
- LOTI_Master
- LOTI_Spring 2020
- LOTI: Online Teaching, Cour
- LOTI: Online Teaching, Cour



Then, in the course this was imported into, click **Quizzes** and you will see this unpublished survey



Publish the survey and let your students know it is available for them to take.