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**Subject: DMACC Online update - August 2nd**

**Date:** Wednesday, August 2, 2023 at 4:42 PM

**From:** DMACC Online Learning <onlinelearning@dmacc.edu>

**To:** \*All DMACC Faculty, Campus Deans and Provosts

Good afternoon,

We're very appreciative of the responses we've received to our questionnaire and encourage you to fill it out if you haven't already – [Survey](#)

We're looking at some of the feedback and see two consistent messages that we're hoping we can help with right now.

**Canvas**

You can access Canvas from this link – <https://dmacc.instructure.com> . Please bookmark this link for future reference. Note that we will be replacing the Blackboard button on myDMACC on August 11<sup>th</sup> so you can get to Canvas that way as well once that update occurs.

Blackboard will still be available to you and any students working on incompletes after August 11<sup>th</sup>. To access Blackboard after the 11th, you will need to go to <https://dmacc.blackboard.com>.

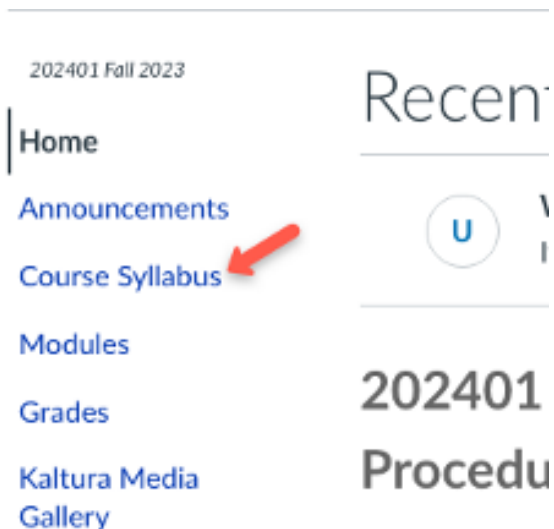
**Simple Syllabus**

First, thank you to the many faculty who have attended one of our live Simple Syllabus trainings. There are more coming up so please take a look at our [training schedule](#) if you would like to attend, or to view a previously recorded session.

As most of you know, we are using a new syllabus creation tool starting this fall. The new tool is called Simple Syllabus and is integrated into Canvas already. This tool will automate the creation of syllabi and easily allow for collection and archiving of them. The initial setup does take a few minutes to add your information, but once a syllabus is complete it can be copied into other sections and future terms.

There are two ways to access Simple:

The easiest is to log into Canvas and open your course. Once in your course you will see a link to "Course Syllabus" on your course menu. Click on it and the syllabus for that section will open and allow you to add and edit the different boxes. Some elements are "locked" and not editable (for example the "Academic Misconduct and Plagiarism" section) as they are DMACC policies.



The second way to access Simple is to log into myDMACC and click on the “Simple Syllabus” link, which can be found under your Faculty tab. This will take you to the Simple dashboard and list all of your syllabi. You can review and edit them from here as well but it’s preferred that you go through Canvas as each course is linked to a specific syllabus.

A couple final notes regarding Simple Syllabus:

- Merged courses are different and instructions are provided once the merge has been completed by the Online team.
- Reporting of Simple Syllabus files is automated and will be available to your Dean and his or her appointed Admin so you won’t be required to send them in anymore.
- Please complete your syllabus for each class prior to the start of the term.

As always, if you need anything please [contact us](#) and take a look at our [training schedule](#) for future training opportunities and recordings of all of our past live trainings.

Kind Regards,  
DMACC Online