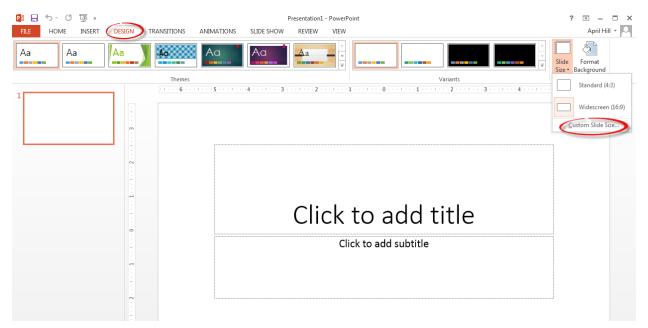


How to Create a Banner for your Canvas Home Page in PowerPoint

Open a new PowerPoint presentation. Click on the **Design** tab and then click **Custom Slide Size**.



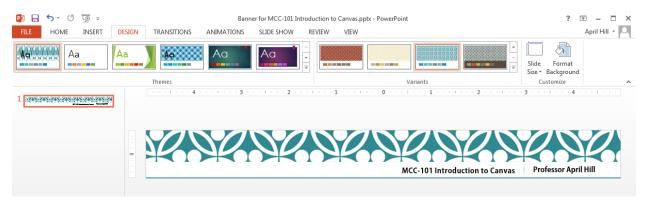
Select **Banner** from the drop down menu and click the **OK** button.

| Slide Size Slide Size Slides sized for: Widescreen | Orientation Slides |
|---|---|
| On-screen Show (4:3) Letter Paper (8.5x11 in) Ledger Paper (11x17 in) | Portrait O Landscape |
| A3 Paper (297x420 mm) A4 Paper (210x297 mm) B4 (ISO) Paper (250x353 mm) | Notes, Handouts & Outline Image: Portrait Image: Description of the second s |
| B5 (ISO) Paper (176x250 mm) 35mm Slides Overhead | OK Cancel |
| Banner | |
| On-screen Show (16:9) On-screen Show (16:10) | |
| Widescreen Custom | |

Select a **Theme** from the list of options at the top of the screen.

| 🕶 且 🍤 - ७ 🗓 = | Presentation1 - PowerPoint | ? 🖻 – 🗖 🗙 |
|----------------------|---|---------------------------|
| FILE HOME INSERT DES | IGN TRANSITIONS ANIMATIONS SLIDE SHOW REVIEW VIEW | April Hill 🔻 🔍 |
| Aa Aa Aa | | de Format e Background |
| | | Customize A |
| 1 | · · · · · · · · · · · · · · · · · · · | |
| | Click to add title | |
| | | |

Add the course title, your name, and any additional information you would like to include in the image.



Click the File button and then select Save As from the menu.

Select the location where you would like to save the file.

Save the file as a PowerPoint presentation first, in case you would like to make changes in the future.

Then save the file as an image (JPEG or PNG format).

Use the drop down menu (as shown on the right) to select a different file format during the saving process.

Banner for MCC-101 Introduction to Canvas.pptx

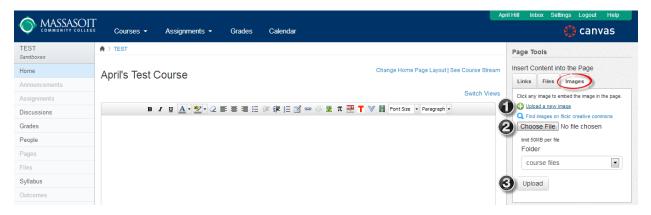
PowerPoint Presentation (*.pptx)

PowerPoint Presentation (*.pptx) PowerPoint Macro-Enabled Presentation (*.pptm) PowerPoint 97-2003 Presentation (*.ppt) PDF (*.pdf) XPS Document (*.xps) PowerPoint Template (*.potx) PowerPoint Macro-Enabled Template (*.potm) PowerPoint 97-2003 Template (*.pot) Office Theme (*.thmx) PowerPoint Show (*.ppsx) PowerPoint Macro-Enabled Show (*.ppsm) PowerPoint 97-2003 Show (*.pps) PowerPoint Add-In (*.ppam) PowerPoint 97-2003 Add-In (*.ppa) PowerPoint XML Presentation (*.xml) MPEG-4 Video (*.mp4) Windows Media Video (*.wmv) GIF Graphics Interchange Format (*.gif) JPEG File Interchange F PNG Portable Network Graphics Format (*.png) TIFF Tag Image File Format (*.tif) Device Independent Bitmap (*.bmp) Windows Metafile (*.wmf) Enhanced Windows Metafile (*.emf) Outline/RTF (*.rtf) PowerPoint Picture Presentation (*.pptx) Strict Open XML Presentation (*.pptx)

Navigate to the **Home Page** of your course in Canvas and click **Edit this Page** on the right. (Note: This assumes you are using the Page I'll Design Myself homepage layout.)

Once you are in edit mode, select the **Images** tab on the right side of the screen.

Click the **Upload a new image** link (1), then click the **Choose File** button (2) and navigate to find the image file you just saved in PowerPoint. Then click the **Upload** button (3).



Once you have added the image, click the **Save Changes** button at the bottom of the screen.

| | | pril Hill Inbox Settings Logout Help | |
|-------------------|---|--|--|
| | /II ^{Ltet} Courses → Assignments → Grades Calendar | 💮 canvas | |
| TEST Sandboxes | ♠ > TEST | Page Tools | |
| Home | April's Test Course Change Home Page Layout See Course Strea | Insert Content into the Page | |
| Announcements | | Links Files Images | |
| Assignments | Switch View | Click any mage to embed the mage in the page. | |
| Discussions | Β Ι 및 Δ · 型· 2 新春 著 汪 詳 課 汪 🗹 ∞ 🔅 🗷 π 🧱 T 🏹 Font Size · Paragraph · | Upload a new image Q Find images on flickr creative commons | |
| Grades | | 1245-245-245-245-245-245-245-24 | |
| People | Kookookookookookooko | A PARAMAN AND A | |
| Pages | MCC-101 Introduction to Canvas Professor April Hill | Banner for MCC-101 Introduction to | |
| Files | | Canvas.jpg | |
| Syllabus | | | |
| Outcomes | | | |
| Quizzes | | | |
| Modules | | | |
| Conferences | m y | | |
| Collaborations | | | |
| Massasoit Library | Cancel Save Changes | | |

Click **Edit this Page** on the right side of the screen to add any additional information below the banner.

| | Courses - Assignments - Grades Calendar | 💮 canvas |
|-------------------|---|-------------------------|
| TEST Sandboxes | ♠ > TEST | Ocourse Setup Checklist |
| lome | April's Test Course | Mew Announcement |
| Announcements | | All Pages |
| Assignments | Last edited by April Hill less than a minute ago Page history | Front Page |
| Discussions | | r ionit Fage |
| Grades | ****** | Edit this Page |
| People | MCC-101 Introduction to Canvas Professor April Hill | |
| ages | | Create a New Page |
| iles | Add additional information below your new banner | |
| Syllabus | | |