



# HOW TO PUBLISH COURSE CONTENT

In Canvas, 'publishing' is the way to make your course content accessible. By default, a course and its materials are 'unpublished', meaning that you, as the instructor, can see them but students cannot. This default allows you to build your course out of view of students until it is ready.

Publishing works on two levels. The first of these is the course level, which serves as something of a 'master switch' and makes the course as a whole 'live'. The second level, the content level, involves publishing any course pages you utilize or learning activities you create (discussions, assignments, quizzes).

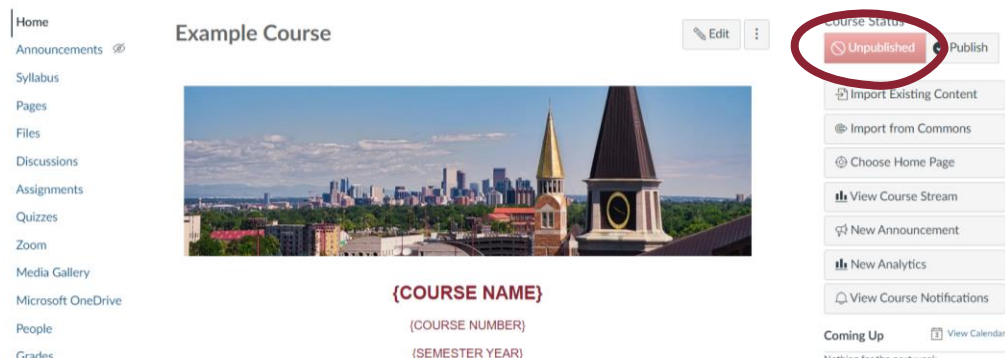
Both are necessary for making your course content accessible to students. Publishing only the course will allow students to see and navigate the homepage, but not the specific pages and learning activities. Publishing the contents without publishing the course will leave students unable to even enter the course.

# PUBLISHING THE COURSE

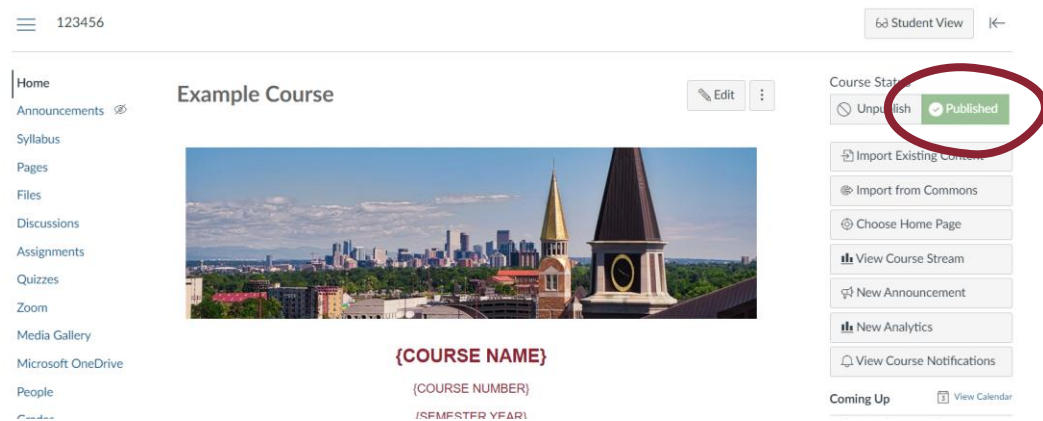
- **TO** publish your course, first go to the **Homepage**. This is the default page and the first one you see when entering your course. If you are already in the course but elsewhere within it, you can always return to the homepage via the **'Home'** button at the top of the course navigation bar.



- **CLICK** on the **'Publish'** button at the top of the sidebar on the far right.

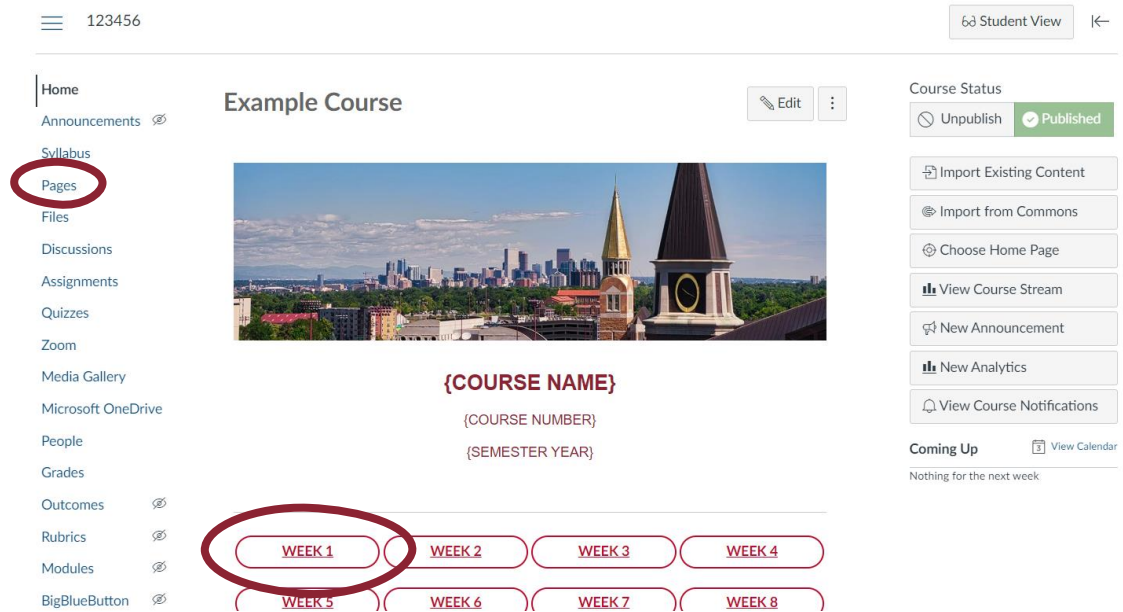


The button will turn green and read 'Published'.

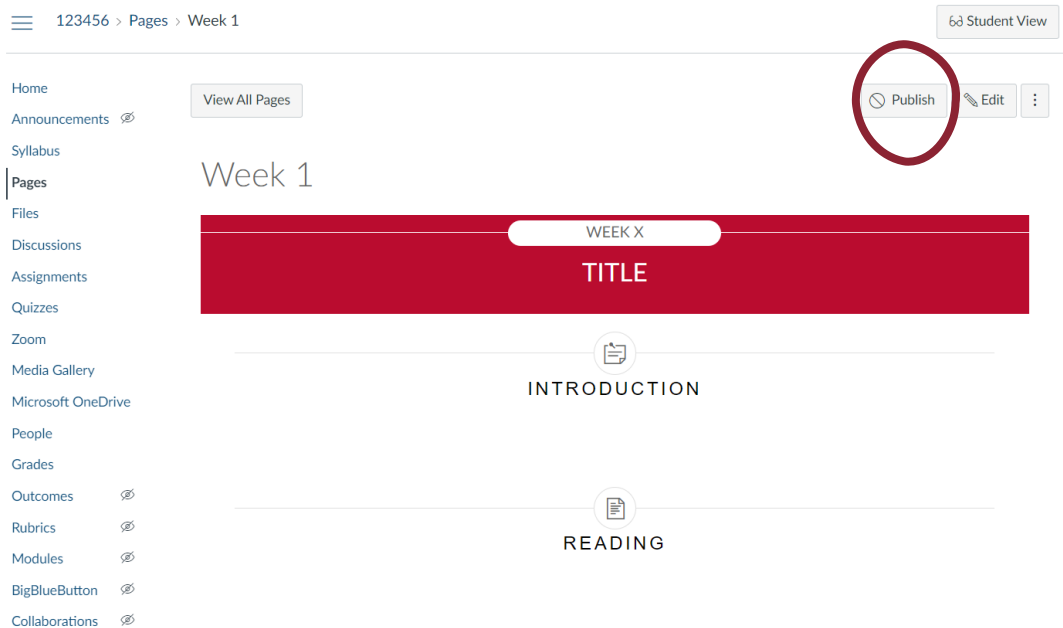


# PUBLISHING CONTENT: PAGES

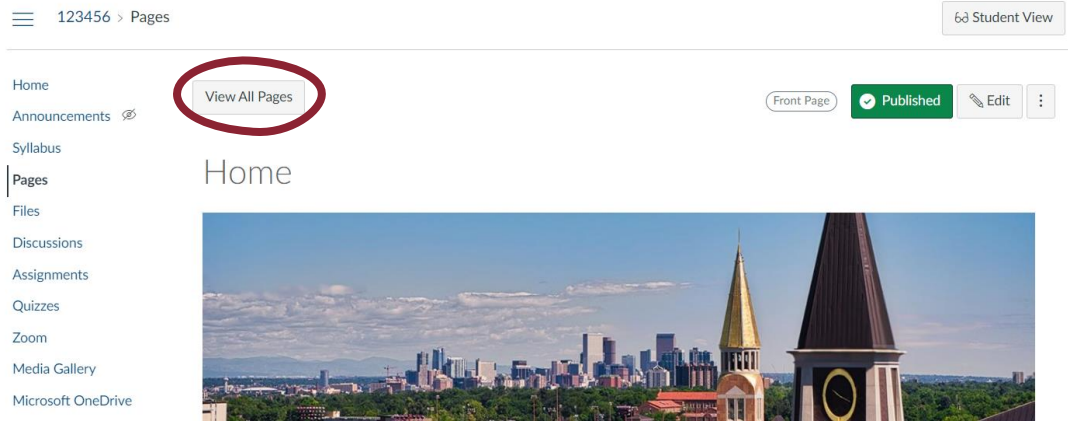
- **TO** publish a page, first navigate to that page via the homepage buttons (or the 'Pages' tab).



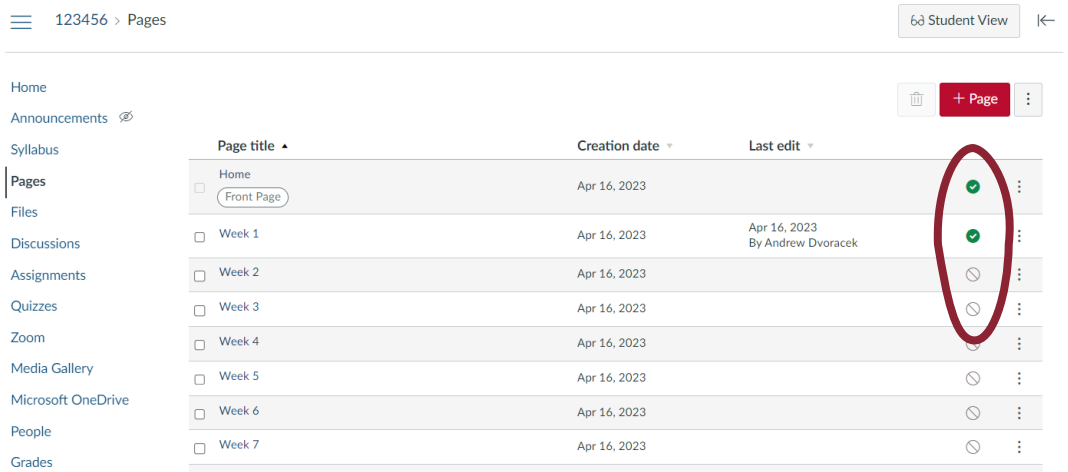
- **CLICK** on the 'Publish' button next to the 'Edit' button in the upper right-hand corner of the screen.



- **ALTERNATIVELY**, you can go to the **'Pages'** tab in the course navigation bar and click on the **'View All Pages'** at the top of the screen.

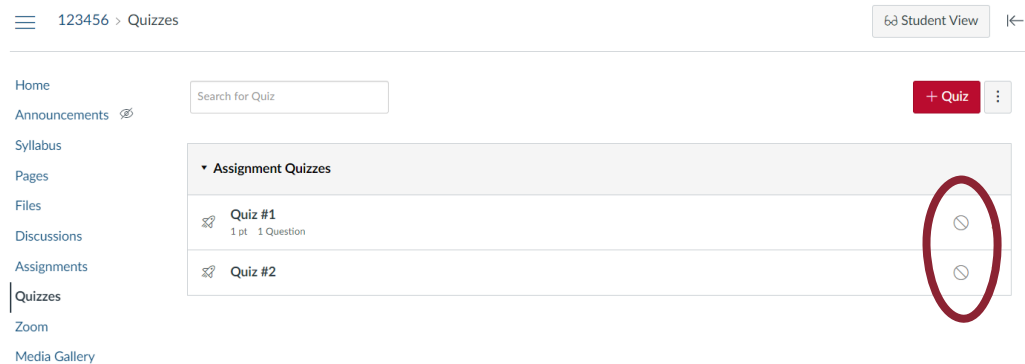


This will bring you to the full list of your pages. Click on the **'Unpublished'** icon of the page (or pages) you wish to publish. The **'Unpublished'** icon will change to the **'Published'** green check mark. Publishing pages this way can be helpful if there are multiple pages you wish to publish at once.

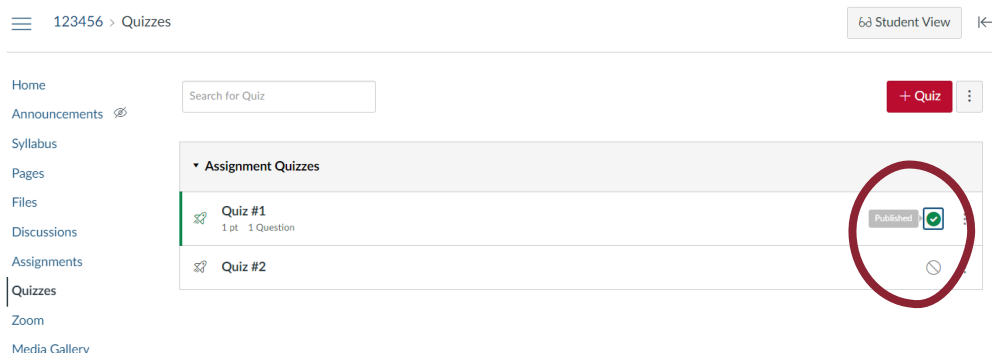


# PUBLISHING CONTENT: DISCUSSIONS, ASSIGNMENTS, QUIZZES

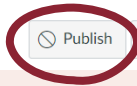
- **TO** publish a discussion, assignment, or quiz, go to the appropriate tab in the course navigation bar. (The images below illustrate publishing a quiz, but the process looks nearly identical for assignments or discussions.)



- **FIND** the appropriate discussion, assignment, or quiz and click on its **'Unpublished'** icon. (The **'Unpublished'** icon will change to the **'Published'** green check mark.)



- **AS** with pages, it is also possible to publish a discussion, assignment, or quiz by navigating to that learning activity and clicking on the **'Publish'** button in the upper right-hand corner (see below). However, because accessing them this way typically takes one through the respective tabs in the navigation bar, many find it easiest to publish from the lists.

 [Publish](#) [Preview](#) [Edit](#) [⋮](#)

**This quiz is unpublished**  
Only teachers can see the quiz until it is published.

## Quiz #1

Quiz Type	Graded Quiz
Points	1
Assignment Group	Assignments
Shuffle Answers	No
Time Limit	No Time Limit
Multiple Attempts	No
View Responses	Always