



Canvas



Canvas is Penn State's Learning Management System. Canvas houses your course information for students, including your syllabus, lessons, assignments, and grades.

<https://canvas.psu.edu/>

Be sure to monitor the Canvas Dashboard for training opportunities, informal Q&A sessions as well as links to schedule one-on-one consultations from an instructional designer.

[Continuity of Instruction](#)

Penn State has a variety of resources available to you to move your course online and ensure continuity of instruction during scheduled or unscheduled absences, inclement weather, or other situations that may arise.

[Canvas, Kaltura, and Zoom Resource: Enabling Continuity of Instruction](#)

Whether it is a snow day, a scheduled absence for a conference or something more serious, it is important to have a plan for enabling continuity of instruction. This resource outlines steps that can be used to identify which course content needs to be replaced and how to create and deliver the material using different tools, including Canvas, Kaltura, and Zoom.

Penn State IT Learning and Development is also providing [training sessions on Canvas, Kaltura, and Zoom](#).

[Penn State's Canvas Learning Center](#)

If you are a faculty member or other instructor who is new to the university and needs to get up to speed with Canvas as quickly as possible, this page is for you!



Zoom - Video and Audio Conferencing



Zoom video conferencing allows you to engage in multi-person video or audio meetings using software pre-installed on your College of Education computer without the need for dedicated video conferencing hardware. Zoom combines cloud video conferencing, simple online meetings, group messaging, and a software-defined conference room solution into one easy-to-use platform.

- Join, host, and record meetings with quality video and audio
- Screen share documents, photos, and videos
- Share iPhone and iPad screens with iOS mirror
- Connect with Instant Messaging, Presence, and more
- Integrates with Kaltura

How to Sign In To The Zoom Desktop Application

Always sign in to the Zoom desktop application using the single sign-on (SSO) option and your Penn State Access Account user id and password. This ensures that you are logging in to your Penn State Zoom Enterprise account and that you will be the host of your own meetings and webinars.

1. If necessary, open the **Zoom desktop application** from your computer's programs list (on a PC) or Applications folder (on a Mac).
2. Click **Sign in**.

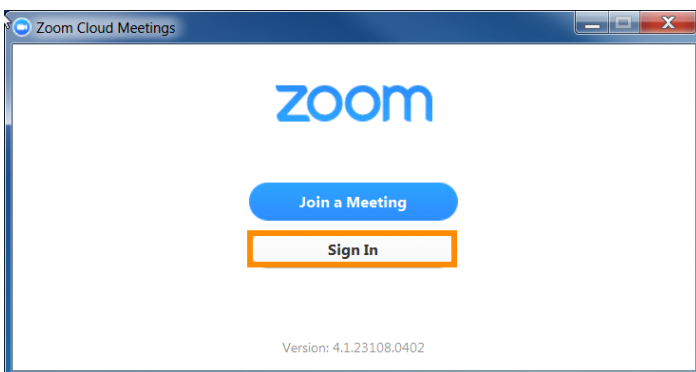


Figure 1: Zoom Cloud Meetings sign-in dialog box

3. Click **Sign In with SSO**.



Figure 2: Sign in with SSO option highlighted

4. When prompted to enter your company domain, type **PSU** and click **Continue**.

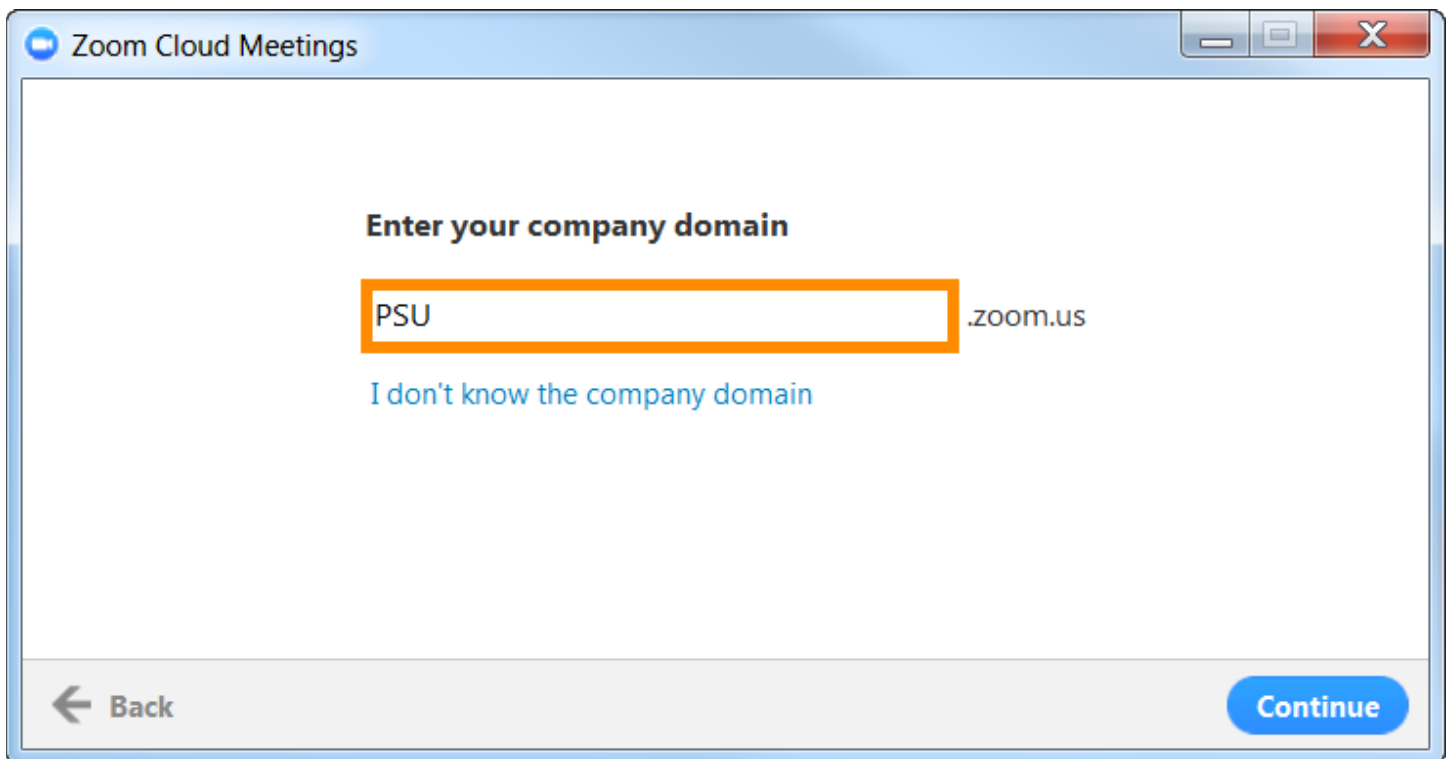


Figure 3: Zoom Cloud Meetings dialog box with PSU displaying in the company domain field

5. Enter your Penn State WebAccess account **User ID** and **Password**.
6. Click the **Open link** button in the Launch Application dialog box.
7. The Zoom Desktop Application is displayed. If you have uploaded a profile picture in the Zoom Web Portal at <https://psu.zoom.us/>, your picture will appear in the upper right corner of the Zoom Desktop application.

For access to additional information, including quick-start guides and training materials, please visit <https://cmm.psu.edu/zoom/>.



Kaltura MediaSpace



Kaltura is Penn State's media management and streaming platform that provides a *secure and cloud-based system for the University to store and share rich media content. Through the MediaSpace Video Portal, Penn Staters can create, upload, edit, share, and watch on-demand videos, presentations, webcasts, and other rich media content, anytime, anywhere. Kaltura supports all forms of rich media including videos, images, and audio files, and is integrated with Canvas, providing students and faculty members with full access to Kaltura's features and tools through the course navigation menu.

*Note: This tool should ONLY be used for Level 1 and Level 2 information, in compliance with [University Policy AD95](#) and its corresponding Standards. **High-risk or restricted data is not permitted while recording.** Refer to [Penn State Terms and Conditions](#) for more information.

Canvas Integration

With Kaltura's integration with Canvas, the University's learning management system, faculty members have full access to Kaltura's media creation, editing, and sharing tools within Canvas. Faculty members can share media with students through the course-specific Media Gallery page, embed videos, images, and audio files in a discussion or on a Canvas page, create interactive video quizzes, and view video analytics. For more information on the Kaltura tools available in Canvas and how to enable them, please review the Knowledge Article: [What Kaltura Tools are Available in Canvas?](#)

To learn more about Kaltura MediaSpace, please visit the [Conferencing and Media Mangement site](#) geared towards Kaltura which includes training materials, guides, recording sessions, and more.

To access your Kaltura MediaSpace directly, please visit the following website:

[Penn State MediaSpace – Kaltura](#)



Microsoft Teams



Teams, as the hub for teamwork, is where people - including people outside your organization can actively connect and collaborate in real time to get things done. Have a conversation right where the work is happening, whether coauthoring a document, having a meeting, or working together in other apps and services. Teams is the place to have informal chats, iterate quickly on a project, work with team files, and collaborate on shared deliverables.

If you would like to learn more about Microsoft Teams, please check out the training module from ITLD titled [Share and Collaborate with Microsoft Teams](#). You'll find learning modules for additional Office 365 applications at that link as well.

We also encourage you to watch the COE Technology Roundtable Series recording on [Using Microsoft Teams for Collaboration, Project Management, and Advising](#) presented by Dr. Hyung Joon Yoon from the Workforce Education and Development program.

Windows

The Microsoft Teams application is included with Office 365 and can be located in the Start Menu. If you don't see Microsoft Teams in your applications menu, you may be using a previous version of Microsoft Office. Microsoft Teams can then be installed by clicking on Start and launching the IBM BigFix Self-Service Application. From within the Self-Service application, please select the Microsoft Teams Client and click *Get*.

The application will then be installed automatically and can be accessed from the Start Menu.

Mac OS

Microsoft Teams is available in Managed Software Center. Searching for and selecting the application will allow you to choose Install.

Once installed, the Teams application can be located on the Applications folder or by searching for *Microsoft Teams* in the Spotlight search.



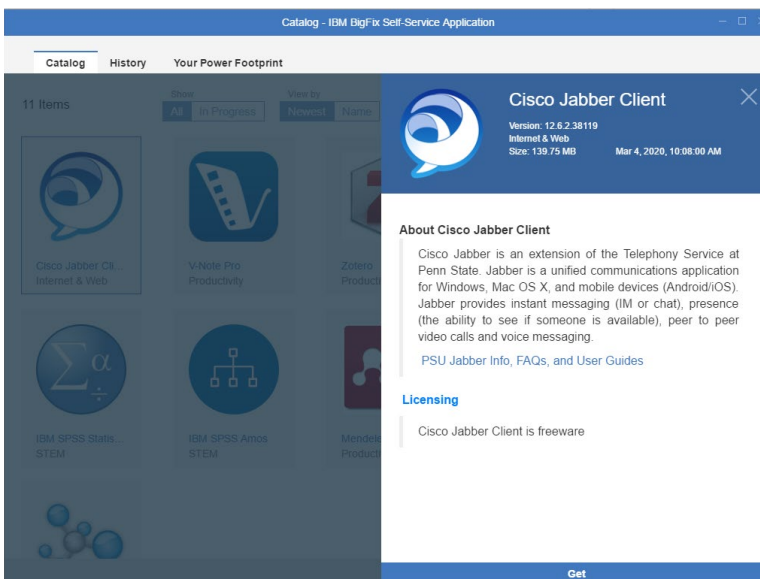
Cisco Jabber Client - Unified Communications



Be more productive from anywhere on any device with Cisco Jabber, a unified communications application. Cisco Jabber is a unified communications application for Windows, Mac and mobile devices (IOS/Android). With Cisco Jabber, faculty and staff can **bring their Penn State phone number with them when they are away from their office.**

Required: Please visit [Penn State's IT Service Desk](#) to submit a request for Penn State Telephony Cisco Jabber access.

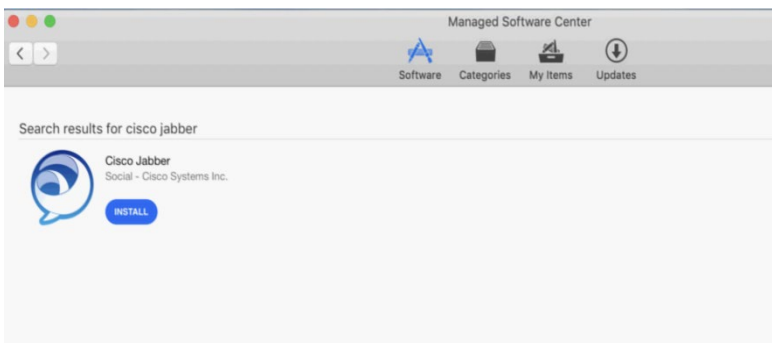
Windows



The Cisco Jabber Client can be installed by clicking on Start and launching the IBM BigFix Self-Service Application. From within the Self-Service application, please select the Cisco Jabber Client and click *Get*.

The application will then be installed automatically and can be accessed from the Start Menu.

Mac OS



Cisco Jabber is available in Managed Software Center. Selecting the application will allow you to choose Install.

Once installed, Jabber can be located in the Applications folder or by searching for *Cisco Jabber* from Spotlight search.

To learn much more about the Cisco Jabber service, including features, set-up, and quick start guides, please check out the [Unified Communications via Cisco Jabber Learning Path](#).



Two-Factor Authentication (2FA)



Two-Factor Authentication (2FA) is an extra layer of protection that makes it more difficult for someone else to log into your Penn State account. By using 2FA, you help protect your personal information, as well as sensitive and confidential Penn State resources and data.


If you're not currently enrolled, but need to do so in order to access specific applications or would like to enroll for your own protection:

1. Please go to the Two-Factor Settings page on the Account Management website <https://accounts.psu.edu/manage/2fa> and tap the *Login* button.
2. Once the WebAccess login screen appears, enter your user ID and password and tap *Login*.
3. On the Two-Factor Authentication (2FA) screen, click Start Setup.

Once enrolled we recommend enrolling a minimum of two devices, including at least one device that you'll have available while traveling or accessing Penn State resources remotely. Additional devices can be added from the Device Management window seen when prompted for 2FA, or by logging in to <https://accounts.psu.edu/manage/2fa>.

2FA Login, Devices and Settings

To log in, follow the prompts to confirm that it's really you. To add a device or manage your settings, click the appropriate link below.



[What is this?](#)
Add a new device
[My Settings & Devices](#)
[Need help?](#)

Powered by Duo Security

Device: Mobile

Choose an authentication method

<input checked="" type="checkbox"/> Duo Push ✓ Used automatically	Send Me a Push
<input type="checkbox"/> Call Me	Call Me
<input type="checkbox"/> Passcode	Enter a Passcode

Remember me for 24 hours

Pushed a login request to your device...

[Cancel](#)



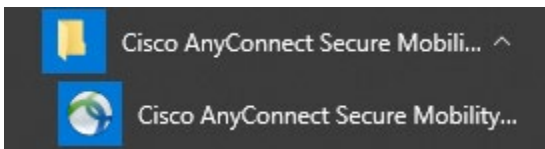
Cisco AnyConnect Secure Mobility Client - VPN



The Cisco AnyConnect client has been preinstalled on all College of Education systems. Connecting to VPN is required for many Penn State resources, and is also recommended to secure an otherwise unsecured network connection, such as those available at hotels, airports, restaurants, etc.

It can also be downloaded and installed on personal systems by downloading the client from <https://downloads.its.psu.edu>, then selecting *Connecting to Penn State*.

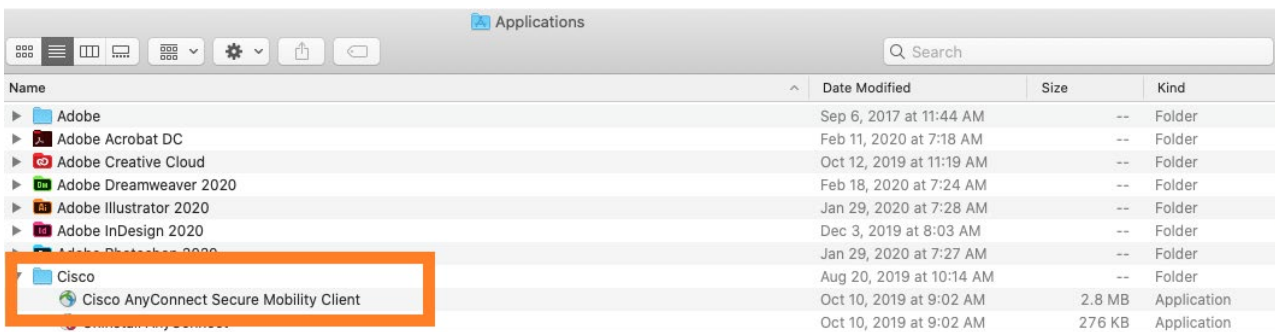
Windows



Cisco AnyConnect can be accessed by clicking on Start and locating the Cisco AnyConnect folder or by beginning to type *Cisco Anyconnect* from the Start Menu.

Mac OS

In Mac OS the AnyConnect client can be located in the Application folder, or by searching for *Cisco AnyConnect* in the Spotlight search field.



Now that we've located and launched the Cisco AnyConnect client, we want to be sure vpn.its.psu.edu is selected and then click on *Connect*. After clicking *Connect* you'll be presented with a login dialog box where you'll want to enter your Penn State access account credentials and click *OK*.

