

## How to Find Announcements

There are two different ways to find announcements in Canvas.

## Option 01: Finding Announcements While in the Course



2. Find and Click on the Announcement's Title

Option 02: Finding Announcements Through the Dashboard



- 1. Click on the **Dashboard** icon.
- 2. Click on the **Megaphone** icon.

NOTE: See **Notifications** under the Account icon to set the proper settings in order to receive email notifications for **Announcements**.