ADD THE FAU EMERGENCY MODULE

The FAU Emergency Module is a small package of Canvas content that provides emergency information and student activities to help manage your course around emergency situations.

LOCATE & IMPORT THE MODULE FROM CANVAS COMMONS

1. In your web browser, go to **https://canvas.fau.edu.**
2. Log in with your FAUnet ID and password.
3. Click the **Commons** button in the global navigation menu to the right.
4. In the search bar at the top, type "**FAU Emergency Module**."
5. When the results show, click the item link to access it.
6. Click the **Import/Download** button in the item's page.
7. In the course panel that popped up, click the boxes next to the courses where you would like to import the template. You can find specific courses by searching for them at the top of the panel or scrolling through the list.
8. Finally, click the **Import into Course** button to begin the import.
9. In a few moments, the template will be imported and display all of its information in the **Modules** page of your selected course(s).

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