Microsoft Teams in Canvas
Teams, Class and Teams Meeting features are now available for use in Canvas. As course instructors, you will be able to create a Teams class and Teams meetings from within your Canvas course. OIT will no longer create Teams classes at the beginning of the semester. Please review the Teams, resources prior to utilizing Teams features in Canvas.

Teams for Teaching in Canvas Workshops
CRTLE, CDE and OIT are offering workshops at the following times:
Two Session Options:
Wednesday, January 12, 10:00 am - 12:00 pm
Thursday, January 13, 9:30 am - 11:00 am
Register here
These workshops will help you learn how to use the new features and effective teaching strategies for online/remote teaching.

Resources for Online/Remote Teaching
Due to the spike in COVID-19 cases with the omicron variant faculty have been asked to move on-campus and hybrid courses to online/home delivery from January 19 through February 4. Please publish your courses in Canvas no later than January 19.
Resources are available on the Faculty Affairs website. There is a 3 page guide to resources available here.

Human Resources
In December, Human Resources launched a new website. Be sure to visit https://www.uta.edu/hr/ for the latest updates.

Updating Personal Information in UTShare
The Office of Human Resources reminds faculty to review and update your personal details via UTShare at least annually, or whenever changes occur. Your participation in keeping this information up to date ensures the university has accurate information for the online UTA directory, emergency contacts and demographics for federal, state and university reporting.
To review and update your personal details:
• Log in to UTShare
• From the Employee Self Service Portal, click on your Personal Details tile.
• Use the left-hand navigation to review and update your personal information.
Additional information and instructions are available on the Human Resources website.

Upload Your Spring Syllabus
It is that time of year again! Please upload your syllabus file into Canvas. Give the system about an hour or so to sync up and you should be able to see the syllabus link on your faculty web profiles.
Please confirm that each section of your courses have syllabus links on your web profiles.
• New this year: Texas law requires including the list of textbook costs and other required materials including software. This new law also requires the syllabus to be posted 30 days before the start of classes.
• Remember, you can post a draft syllabus now, and update it later! You can watermark it as a draft.

Do you know...
That the UT Regents named Jennifer Eaves Currier Ph.D. as the sole finalist for the presidency at UT Arlington.

If you have difficulty accessing the content in this announcement, please report accessibility issues to Faculty Affairs, facultyaffairs@uta.edu or (817) 272-7422.