




**University of
Sunderland**

in Hong Kong

CANVAS Guide

Login with your User ID and Password

<https://canvas.sunderland.ac.uk>




Sign in with your University of Sunderland account

Username

Password

[Problems signing in?](#)

By using this site you agree to us setting cookies. Please see our [privacy and cookie information](#).

Powered by  OpenAthens

Canvas:

**The Virtual
Learning
Environment**

*You must complete the online enrolment process in order to access to Canvas & your Sunderland's e-mail account



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Study Materials

Click on relevant module panel

The screenshot shows the Canvas LMS Dashboard. On the left is a dark blue sidebar with icons and labels for 'Account', 'Dashboard', 'Modules', 'Calendar', 'Inbox', 'Commons', and 'Help'. The main area is titled 'Dashboard' and contains four module panels. The top-left panel is olive green and titled 'APC308 - Financial Management (...)' for 'APC308 (2019/0 - UOSHK - B... 2019/0)'. The top-right panel is pink with arrows and titled 'Strategic planning' for 'DMS117 - Strategic Planning (Qcf)...' and 'DMS117 (2019/0 - UOSHK - B... 2019/0)'. The bottom-left panel is olive green and titled 'Developing Successful ...'. The bottom-right panel is blue and titled 'DMS120 - Project Development A...'. Each panel has a three-dot menu icon in the top right corner. At the bottom left, a URL bar shows 'https://canvas.sunderland.ac.uk'.

Dashboard

Account

Dashboard

Modules

Calendar

Inbox

Commons

Help

APC308 - Financial Management (...)

APC308 (2019/0 - UOSHK - B... 2019/0)

Strategic planning

DMS117 - Strategic Planning (Qcf)...

DMS117 (2019/0 - UOSHK - B... 2019/0)

Developing Successful ...

DMS120 - Project Development A...

<https://canvas.sunderland.ac.uk>

Canvas:
'Dashboard'

OR View the full list of Modules by selecting “Modules”
→ “All Modules”

Canvas:
‘Modules’

The screenshot displays the Canvas LMS interface. On the left is a dark blue sidebar with icons and labels for 'Account', 'Dashboard', 'Modules' (highlighted with a red box), 'Calendar', 'Inbox', 'Commons', and 'Help'. The main content area shows a list of modules for the 2019/0 semester, including 'UGB262 - Quality Management For Organisational Excellence', 'UGB327 - Strategic Integrated Marketing Communications', 'UGB361 - Developing The Reflexive Practitioner', and 'UGB370 - Hr Applied Project'. Below this list is a section titled 'Your Test module' containing a button labeled 'All modules' (also highlighted with a red box). At the bottom, a welcome message reads: 'Welcome to your modules! To customise the list of modules, click on the "all'.

Students can access study materials and assignment brief in Canvas under “Units” / “My Course Materials”

Canvas

Course
Materials &
assignment
brief

The screenshot displays the Canvas LMS interface. On the left sidebar, the 'Units' link is highlighted with a red box. The main content area shows the 'Units' section for course HND235 (2019/0 - UOSHK - AO7 - NSSEM1). The 'Units' section lists 'Welcome' and 'Accessibility Guidance for Staff'. Below this, the 'APC309 - Strategic Management Accounting (2020/1 - UOSHK - EO7 - SEM1)' module page is shown. The module page features a 'Welcome to your Module!' banner and a 'module leader's welcome' section. The 'My Course Materials' link is highlighted with a red box.

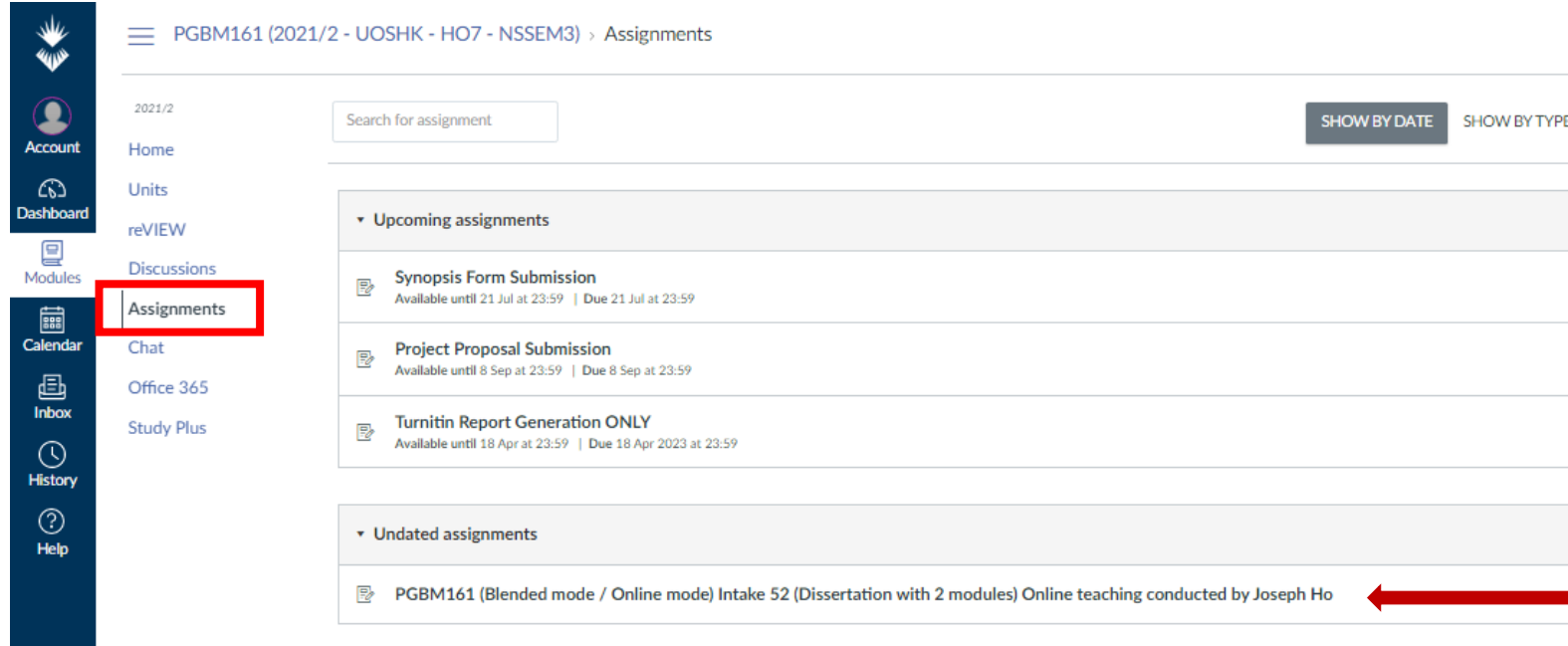


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Access Online Class Link

Access the Online Class Link through “Assignment” in Canvas



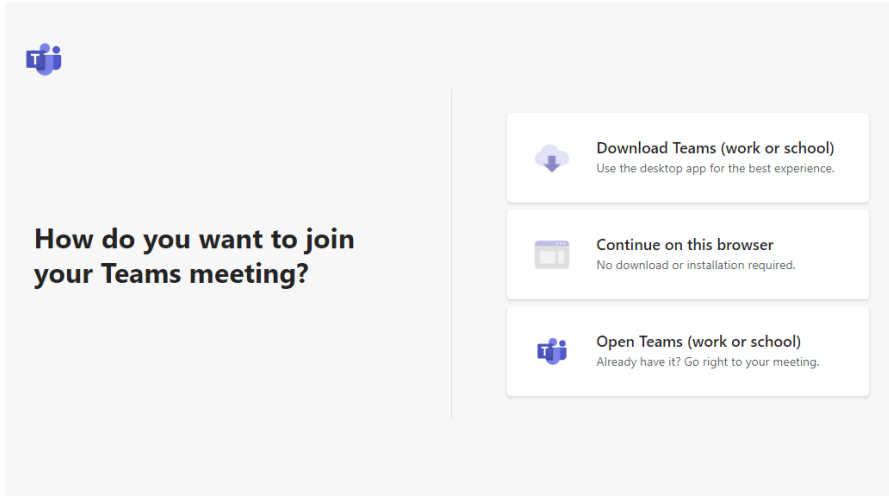
Canvas:
‘Conferences’
For attending
live / recorded
classes

Access the Microsoft Teams Class Link

- Click the link and it will divert you to Microsoft Teams, you can login with your Student account and join the online class in Teams.
- If student unable to login to student account, students can still attend the online class as a GUEST by type in your **FULL NAME** in order to identify your attendance
- For reviewing lectures (*If your lecturer recorded the lectures) - You must login as a STUDENT in order to view the class recordings. All Recordings are kept in the Chat room in the Teams Class Link.

Access Microsoft Teams with your Student Account

- Once you click the class link in Canvas :



Login with your
Student email and
Password



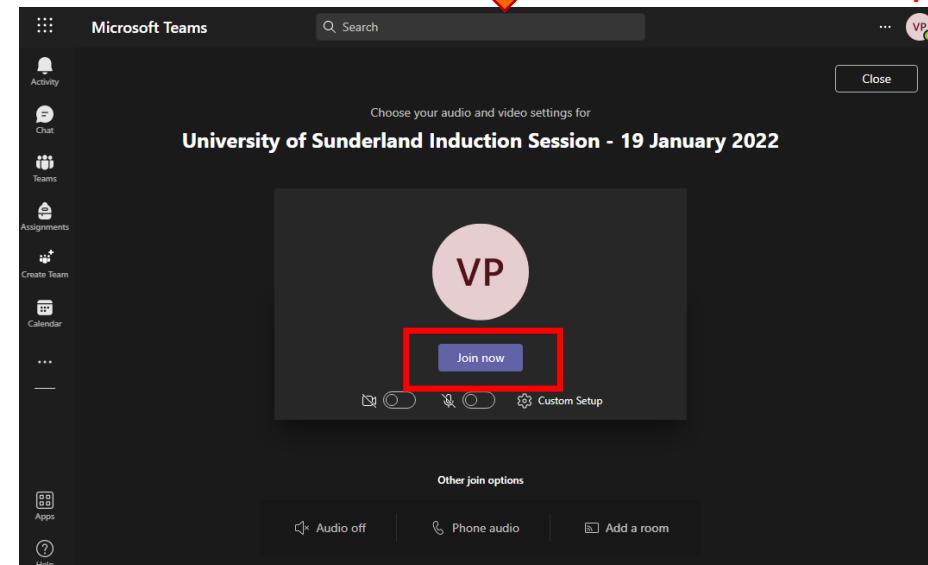
For security reasons, we require additional information to verify your account (hk0ypo@sunderland.ac.uk)

[Azure Multi-Factor Authentication](#)

Duo Authentication for AD FS 1.2.0.17

Select "Azure Multi-Factor Authentication". You will need to click "Approve" in your mobile app to authenticate the entry to Teams

If you access class link with Student Account, you can review the online class video recordings anytime in the Chat room of the Team Class link.





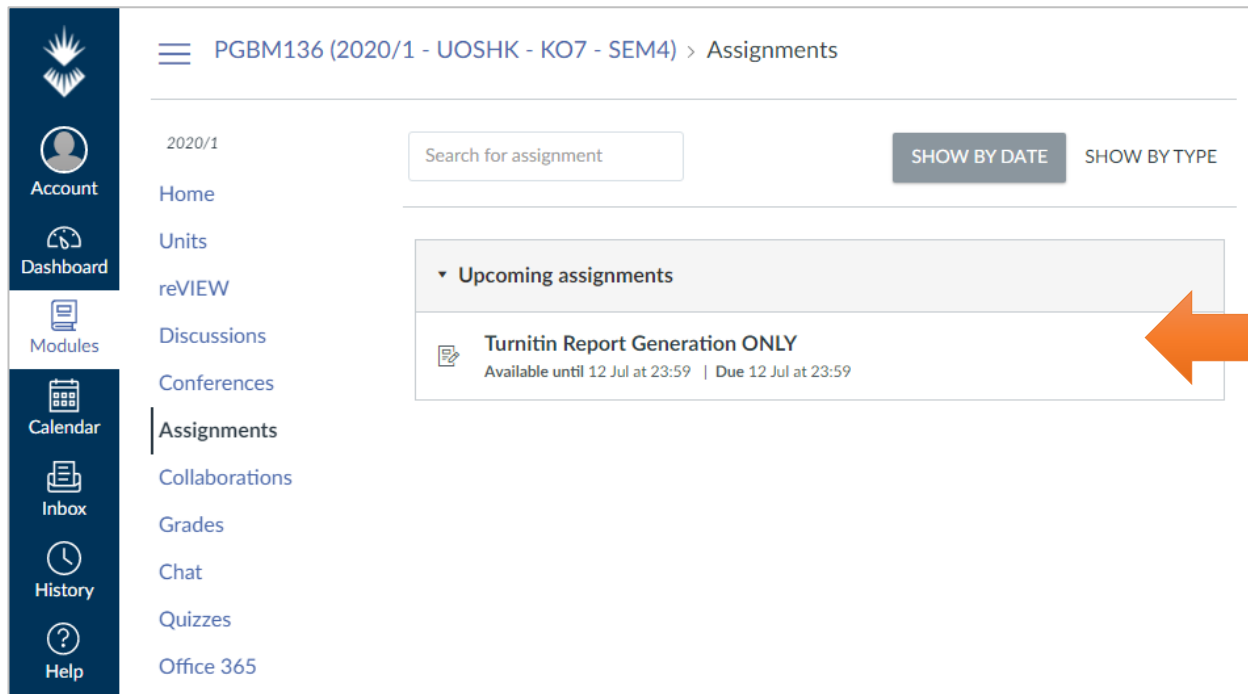
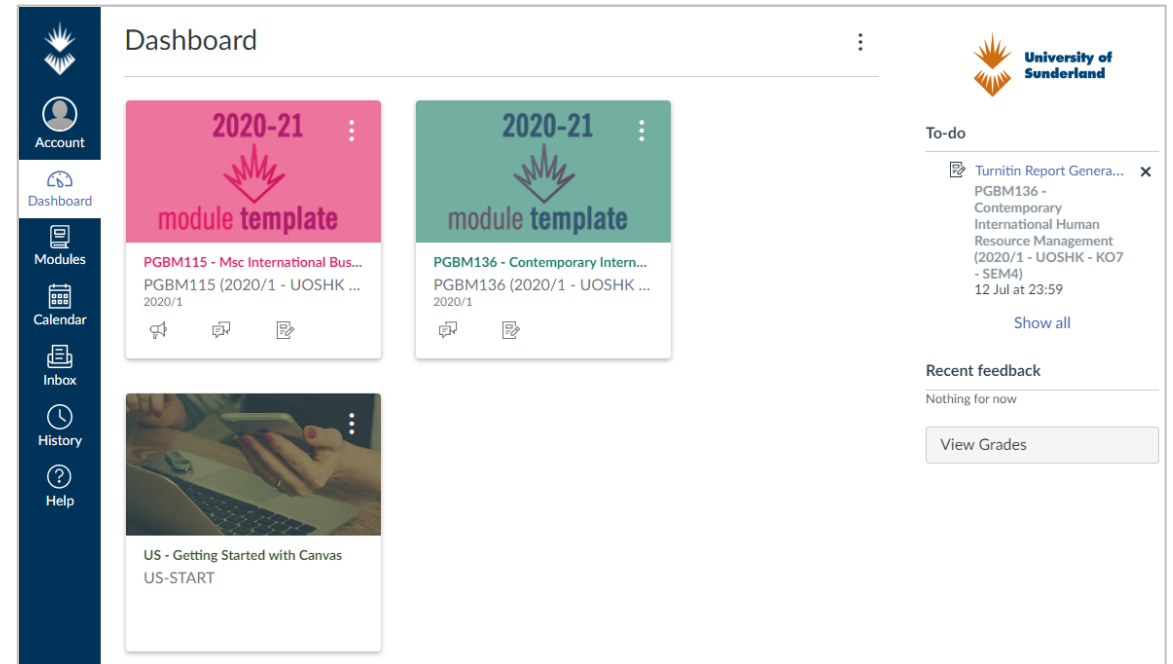
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Generate/Download Turnitin Report

Generate Turnitin Report for Assignments (1)

Choose the module you are going to submit the assignment in the Dashboard



After entering the module page, you will see a section on the lefthand side called **'Assignments'**. Click it and choose **'Turnitin Report Generation ONLY'**

Generate Turnitin Report for Assignments (2)

Upload Submission



Turnitin Report Generation ONLY

Assignment Dashboard Summary

Turnitin Report Generation ONLY

Upload Submission



You will be asked to name your file and select the file to upload. Please name the Submission Title as **“YOUR UoS STUDENT NUMBER_YOUR FULL NAME_MODULE CODE_TURNITIN”**. Please then click **“Accept Submission & Save”** after uploading your assignment:

Submit File

Upload Review Complete

Upload Submission Text Input Cloud Submission

Drag the file you would like to submit into this box to begin or fill out the form below.

Submission Title: Untitled


Submission File: Select a file to upload

Supported file types: Any file type







Generate Turnitin Report for Assignments (3)

Access the Turnitin Report by clicking the percentage

 Assignment Dashboard

> Turnitin Report Generation ONLY ?

Paper Title	Uploaded	Grade	Similarity	
PGBM04 IBE Assignment Oct 2019_Christina Lai.docx	07 Oct 2019 23:49 HKT	--	<div> 5%</div>	  

You can resubmit by clicking the “reupload” icon, it will then overwrite the previous submission so you will not plagiarising your own work.

You can generate Turnitin Report until due date. However, after 3 resubmissions, it will take 24 hours to generate an updated Turnitin Report for your resubmission. You are recommended to submit your assignments at least **2 days prior to the submission due date** in order to ensure the Turnitin Report can be generated before the due date.

Download Turnitin Report

The screenshot shows the Turnitin interface for the assignment 'APC308 Financial Management Assignment'. The document title is '123456789_David Jones_APC308_Assignment.docx'. The document content includes the text 'University of Sunderland', 'APC308', 'Financial Management', and 'Assignment'. On the right side, there is a vertical toolbar with various icons. The 'Download' button, represented by a downward arrow icon, is highlighted with a red box. An orange arrow points from this button to a 'Download' dialog box that appears on the right. The dialog box has a title bar 'Download' and a close button. It contains three options, each with a download icon: 'Current View', 'Digital Receipt', and 'Originally Submitted File'. The 'Current View' option is highlighted with a red box.

1. Access the Turnitin Report by clicking the percentage
2. Click the “Download” button on the right hand side of the report
3. Select “Current View”, the Turnitin Report will be downloaded to your device
4. Upload the Turnitin Report together with your original assignment to the Online Assignment Submissions (OAS)



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MBA / MSc IBM

Project Synopsis & Proposal submission

MBA / MSc IBM Project Synopsis and Proposal Submission

The screenshot displays a learning management system interface. On the left is a dark blue sidebar with icons for Home, Announcements, Units, reVIEW, Discussions, Assignments, Collaborations, Grades, People, Chat, Rubrics, Office 365, and New Analytics. The main content area is titled 'PGBM161 (2021/2 - UOSHK - KO7 - SEM3) > Assignments'. Below the title is a search bar labeled 'Search for assignment'. A section titled 'Assignments' contains a list of assignments. The 'Synopsis Form Submission' and 'Project Proposal Submission' entries are highlighted with a red rectangular box. The 'Synopsis Form Submission' entry shows 'Available Multiple dates' and 'Due Multiple dates'. The 'Project Proposal Submission' entry also shows 'Available Multiple dates' and 'Due Multiple dates'. The 'Turnitin Report Generation ONLY' entry shows 'Available until 11 Jul at 23:59' and 'Due 11 Jul at 23:59'. The 'PGBM161 Intake 50 (Blended) Online teaching conducted by Joseph Ho' entry is also visible.

PGBM161 (2021/2 - UOSHK - KO7 - SEM3) > Assignments

2021/2

Search for assignment

Assignments

- Turnitin Report Generation ONLY
Available until 11 Jul at 23:59 | Due 11 Jul at 23:59
- Synopsis Form Submission**
Available Multiple dates | Due Multiple dates
- Project Proposal Submission**
Available Multiple dates | Due Multiple dates
- PGBM161 Intake 50 (Blended) Online teaching conducted by Joseph Ho



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Assignment Submission (MSc Data Science students only)

MSc Data Science

ASSIGNMENT SUBMISSION PROCEDURES

**For Faculty of
Technology**

1. Submit assignments in Canvas only
(<https://canvas.sunderland.ac.uk>)
2. Turnitin Report will be generated at the same time
of submission (<https://canvas.sunderland.ac.uk>)
3. Marks and feedback will be released in Canvas

MSc Data Science Submit Assignments in Canvas only

Canvas LMS interface showing the Assignments page for CETM24 (2021/2 - UOSHK - BO7 - NSS...). The left sidebar contains navigation links: Account, Dashboard, Modules, Calendar, and Inbox. The main content area shows a search bar, filters for '2021/2', and buttons for 'SHOW BY DATE' and 'SHOW BY TYPE'. Under the 'Upcoming assignments' section, two assignments are listed:

- Assignment 1 - Report on anomaly detection (search for interesting patterns)**
Available until 31 Aug at 23:59 | Due 31 Aug at 23:59
- Assignment 2 - R Anomaly detection coding and short report**
Available until 11 Oct at 23:59 | Due 11 Oct at 23:59

**Submission links
are placed under
“Assignments”**

Student can resubmit until the due date and Turnitin Report will be generated at the same time of submission.



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University of Sunderland in HK Information Page

University of Sunderland in HK Info Page in Canvas

Welcome to the University of Sunderland in Hong Kong Info Page

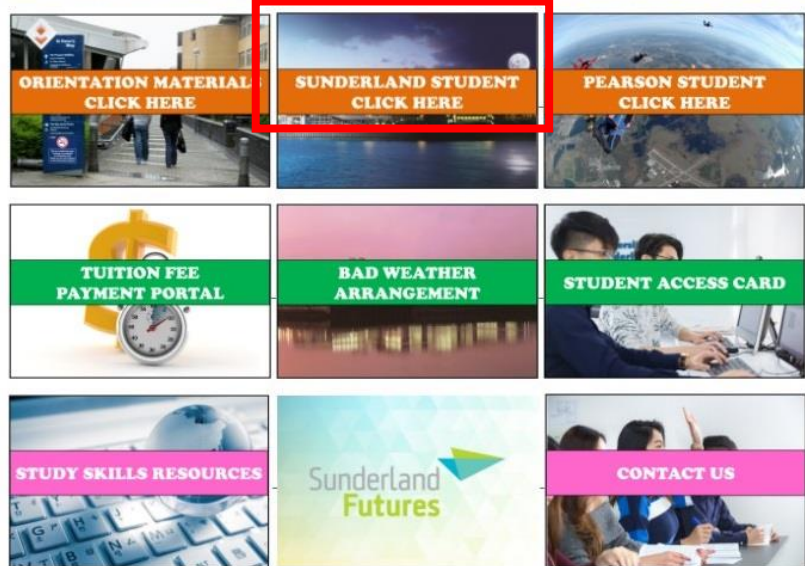


This information page will help you get you started with your studies. It will introduce you to the main sources of information you will need; explain how to access and use the course materials and support g

You are encouraged to check this section often as the information is updated on a regular basis.

Click on the image below for more information.

Note: the resources and information, including the programme regulations and policies, within the 'Sunderland Student' and 'Pearson Student' areas are applicable to students of the relevant programme ONLY



Canvas:

'UoS HK Info Page'

- Click “Modules” icon then select ‘All modules’ and you will see the ‘University of Sunderland in Hong Kong Information page’
- You can find and download useful information such as orientation materials, student handbooks, payment options and administrative forms etc.