How do I send a message to an individual student based on specific course participation criteria in New Analytics?

When comparing the course average to an individual student, you can send a message to the student in the analytics page.

Sent messages can be viewed within the Sent folder in the Conversations Inbox.

Notes:

- If you cannot view the New Analytics link in Course Navigation, you may have to make the link visible via the Navigation tab in Course Settings. If the New Analytics link is not available in the Navigation tab, your institution has disabled this feature.
- Data is refreshed in New Analytics every 24 hours. Please confirm the time the data was last updated in the course, as content may be outdated compared to recent course activity and student submissions.
- In order for New Analytics to display in Canvas, third-party cookies may need to be enabled in your browser settings.

https://embed.app.guidde.com/playbooks/mYSzQq2K7GbYqPooKoyXBi

Embed this Video

Open Course

Open Course

In Global Navigation, click the **Courses** link [1], then click the name of the course [2].

Open New Analytics

Open New Analytics

To open New Analytics, click the **New Analytics** link in Course Navigation [1] or click the **New Analytics** button in the Course Home Page [2].

Note: If you cannot view the New Analytics link, you may have to make the link visible via the Navigation tab in Course Settings.

View Weekly Online Activity

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Click the **Weekly Online Activity** tab.

Message Students Who

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In the **Filter** field [1], search for and select the name of the intended student. Then click the **Message** icon [2].

Send Message

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Select a participation status to message the student about [1].

In the **Resource** drop-down menu, select all or a specific resource [2].

In the **Subject** field, enter a subject for your message [3].

In the **Message** field, enter the description of your message [4].

Click the **Send** button [5].

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