

# Managing notifications in Canvas (Students)

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Customize your global Canvas notification settings or course level notification preferences.

## Before You Start

You need the following:

- An active PennKey account (or authorized email address)
- Enrollment in a current course site

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## Canvas Global Notification Preferences & Recommendations

- Canvas allows you to control how you are notified, when, and the frequency of notifications. You can update these settings at:
  - [Penn Canvas](#) > **Account** > **Notifications** ([steps for use in a web browser](#)) or
  - Canvas Student app top left menu > **Settings** ([steps for iOS](#) or [steps for Android](#))
- Each channel of communication (for instance, email and push notifications on mobile devices) can be set independently:
  - To add or manage emails where your notifications are sent, go to **Account** > **Settings** and use the **Ways to Contact**. Text messaging (SMS) notifications for announcements may also be enabled there.
  - For best results with learning tools included in Canvas, set your **default (starred) email in Canvas** to be the same as your **primary email address in Penn Directory**.
  - Frequency options are notify immediately, daily summary, weekly summary, or notifications off. These options pertain to all current courses.
  - The specific score or grade you earn will not be included in a Canvas notification; however, availability to review a posted grade will be communicated.
  - Push notifications must first be enabled in your Canvas Student app. If you do not see Push Notifications as an option under Settings, make sure you have enabled Notifications under your phone's General Settings, then close and open the app. Select **Push Notifications** and choose the fields you would like on your Push schedule. Once Push is enabled, further settings can be done either via web browser or in the app.
- **We recommend that you set announcement, grading, invitation, files, submission comments, and appointment availability to notify immediately.**

Wharton Jimmer Test287 > Notification Settings

**Notifications**

- Profile
- Files
- Settings
- ePortfolios
- NameCoach Account Profile
- QR for Mobile Login
- Global Announcements

**Notification Settings**

- Account-level notifications apply to all courses. Notifications for individual courses can be changed within each course and will override these notifications.
- Daily notifications will be delivered around 6pm. Weekly notifications will be delivered Saturday between 8pm and 10pm.

**Settings for**

Account

**Course Activities**

Course Activities	Email
Due Date	jimmertest287@
Grading Policies	<ul style="list-style-type: none"> <li>Notify immediately</li> <li>Daily summary</li> <li><b>Weekly summary</b></li> <li>Notifications off</li> </ul>
Course Content	
Files	
Announcement	
Announcement Created By You	

## Course Level Notification Preferences

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You can set notification preferences by individual course, too:

- To do this, open a specific course and click the **View Course Notifications** button on the course home page.
- To override the global notification settings, set them on this page.
- To disable notification for a course, deselect the **Enable Notifications for [course name]** under Course Notification Settings.

Wharton WH-ISSA-SB01-2020 > Course Notification Settings

**View Course Notifications**

**Course Notification Settings**

Enable Notifications for Wharton Incoming Student Summer Advising - Sandbox

You are currently receiving notifications for this course. To disable course notifications, use the toggle above.

**Course Activities**

Course Activities	Email	Push
Due Date	veboarlem@wharton.upenn.edu	
Grading Policies		
Course Content		
Files		
Announcement		
Announcement Created By You		
Grading		
Invitation		
All Submissions		
Late Grading		
Submission Comment		
Blueprint Sync		
<b>Discussions</b>		
Discussion		
Discussion Post		

## Questions?

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