

How do I receive announcements that I created in Canvas?

When you wish to receive announcements you created in [Canvas](#), refer to the following guide.

Go to <https://uncsa.instructure.com/login/canvas> and sign in.

1. From your left navigation, choose **Account**.
2. Under **Account**, choose **Notifications**.
3. Locate **Announcement Created By You**. By default, this section is set to **Do Not Send Me Anything** as indicated by the highlighted **X**.
4. Beside **Announcement Created By You**, choose the check mark, which is **Notify Me Right Away**.
5. You will now receive Announcements that you create.
6. You can return to the Dashboard as there is no save option.

Related Articles

- [How long will I have access to my Canvas classes?](#) (Knowledge Base)
- [How can I make sure Canvas is available for a student who has a grade of "Incomplete" to submit assignments and for me to grade them?](#) (Knowledge Base)
- [Who should faculty contact for help using Canvas?](#) (Knowledge Base)
- [How do I receive announcements that I created in Canvas?](#) (Knowledge Base)
- [How do I log on to UNCOSA's Canvas or reset my Canvas password?](#) (Knowledge Base)