STUDENTS: How to Access Canvas

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To access Canvas from a laptop/desktop computer, **you will need:**

1. **Reliable Internet access**
   For free Internet access options: www.tinyurl.com/ncscinternetaccess
2. **The latest version of your web browser**
   For free auto updating browser: www.getfirefox.com
3. **The latest free flash player**
   http://get.adobe.com/flashplayer

→ *Failure to have* <u>ALL</u> *of these will result in Canvas not functioning correctly.*
[Need mobile or tablet device directions? see back page]

Once you have all of the above:

1. **Open up your web browser** (Firefox, Chrome, Safari etc.)
2. In the **address bar, type in ncstate.instructure.com** & **hit the "enter" key**
   Alternate method = NC *state homepage* www.ncstatecollege.edu *>Canvas circle icon* →
   NOTE: Googling 'Canvas' will take you to the <u>WRONG</u> *Site!*
3. **Enter your NCSC Username and Password in indicated boxes:**
   <u>NCSC Username =</u>
   the first 5 letters of your last name
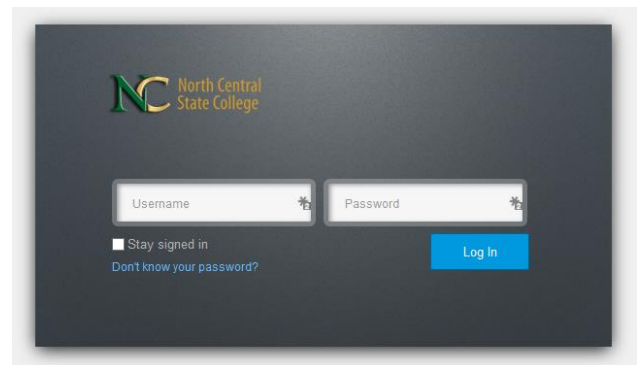   + your first initial
   + your middle initial
   + 2 digit month of your birth
   + 2 digit day of your birth.
   Example:
   Rene Q. Descartes, born March 31 username =
   descarq0331

   <u>DEFAULT NCSC Password =</u> (effective 12/29/14)
   First two letters of your first name (CAPITALIZED)
   +Followed by the last four of your social security number
   +Followed by the first two letters of your last name (lower case).
   Example: Rene Descartes[SSN 123456789] password = **RE6789de**

4. **Click the "Login"** button
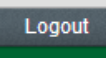
Courses ▾   Access all NC State Class Sites via the "Courses" drop-down menu at the top of any Canvas page. Click desired course from drop down list to go to that class site.

- To access help, click the **"Help"** Icon at the <u>top right</u> of any Canvas page   **Help**

- To customize where and when Canvas notifies you of updates, click "Settings" at the top right of any Canvas page: **http://tinyurl.com/setnotifications**   **Settings**

- When you are done, click the "**Logout**" link at the top right of any canvas page.

How do I navigate a Canvas course?

1. **Course Navigation** - helps you get to where you want to go within a Canvas course.
2. **Global Navigation** - helps you get to where you want to go across all of the Canvas courses you are enrolled in.
3. **Breadcrumb Navigation -** appear above the main body of the page. Breadcrumbs leave a trail that help you see where you have navigated to inside a Canvas course.
4. **Content Area** - The content of the course will be displayed in the Content Area. The content can be a page, the syllabus, discussions, announcements, quizzes, or imported content.
5. **Sidebar** - provides the tools available for the Canvas feature you are currently using. The Sidebar will change dynamically as you use different tools in a feature as well as when you move from feature to feature.
6. **Help Corner** - allows you to view your conversations, modify your profile and settings, logout and helps students contact the instructor or Canvas Support. It also provides places for user feedback and user ideas.

Further Canvas Tutorials at: www.tinyurl.com/canvas101

Mobile/Tablet Device Access

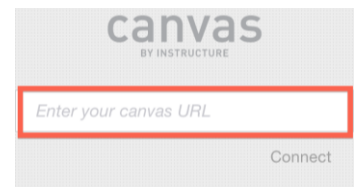### 1. Download free "Canvas by Instructure" App for your Device:

➢ **iOS =** http://tinyurl.com/canvasapp-ios ("canvas by instructure")
➢ **Droid** = http://tinyurl.com/canvasapp-droid

2. Enter NC State's Canvas Server address: **ncstate.instructure.com**
3. Tap "connect"
4. Enter your NCSC Username & Password [see front page]
*Note: If asked for "email" instead of username, enter **ONLY your NCSC username**, <u>NOT full email!</u>*
For App Guide, see "Mobile guides" section at: http://guides.instructure.com/

Need Further Canvas Help?

419.755.4706 | 🐦 **@goaskeli** Help **|**