

To access your Online Class, go to **cv.canyons.edu**, or click on canvas icon located on the top of COC homepage:



TOP CANVAS TIPS




1. DO NOT USE INTERNET EXPLORER OR EDGE.

Firefox, Chrome, & Safari work best with Canvas.


2. CHANGE YOUR PASSWORD

 Go to Account → Settings → Edit Settings → Change Password → Update Settings


3. FIND YOUR COURSES

 Go to Courses → All Courses * Select the star on the courses you want to see on your dashboard

4. CHECK OUT YOUR "WHAT-IF" GRADE.


 View What-if scores to see how your grade grades will be affected by an assignment. Go to your **course**, then to **Grades**, and Click "Show What-If Score". Enter a hypothetical grade for any ungraded item.

5. DON'T MISS ASSIGNMENT FEEDBACK.

Look for the feedback or speech icons  next to assignments to see feedback and comments from your instructor.

6. SET YOUR PREFERENCES.

Do you want to be notified by text message or email when your Instructor grades your assignment or when a due date changes? Do you want to be notified ASAP or only once a day?

 To update your notification preferences, click on **Account** then select **Notifications**.

7. GOING MOBILE.

Download Canvas' FREE app for Android and iPhone to access your course on the go!

8. SAVE A BACK-UP FILE OF YOUR WORK

Always make sure to copy what you've typed and paste it into a word document (or notepad) before clicking the submit button. Why do this? There's always a chance that you could lose what you've typed.

9. **GET HELP WITH CANVAS:**

- Business hours / Weekdays, call: **(661) 362-3344**
- After-Hours/ Weekends, call: **(877) 889-9052**
- Canvas Tech Support email: **cvsupport@canyons.edu**

Distance Learning Department Website Resources: **www.canyons.edu/distancelearning**

- Stop by the Distance Learning Office, located in the Library, room 204
- Call or e-mail Kaitlynn or Chloe (COC Distance Learning Coordinators):

Kaitlynn.Furlong@canyons.edu
(661) 362-3603

Chloe.McGinley@Canyons.edu
(661) 362-3724