

Getting Started with Canvas- Student Guide



1. How do I access Canvas?

Canvas is available on any device. You can access it through the device's browser or app.

Browser: Log in at pulaskischools.instructure.com with your network username and password

Canvas on mobile devices: We recommend you use Canvas on an iPad through the Chrome or Safari browser. On your mobile phones with the smaller screen, the Canvas app is very useful.

App: Download the free Canvas [iOS app](#) from the App Store or the [Android mobile app](#) from Google Play. When asked for school district name (grey screenshot), type **pulaskischools**. Then log in with Google username and password (ie: 18imsmart) Requires ios 8.0 or higher



2. Where do I find my courses?

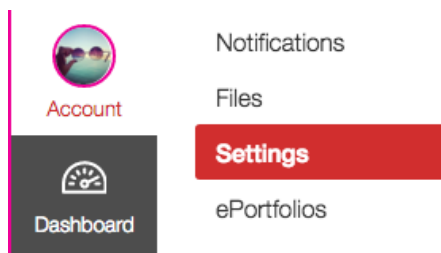
Log into Canvas and you will have access to all courses you are enrolled in. When you select a course, you will see a Dashboard page which lists all new activity to the course: announcements, resources, assignments, etc.

3. How can I set up my profile and notification preferences?

These preferences must be set in Safari or Chrome web browser (on iPad, login through browser)

1. Go to Account- Settings

2. On the far right, add contact methods (text, email)



Ways to Contact

Email Addresses

21EMUELMEN@pulaskis... ★

+ Email Address

Other Contacts

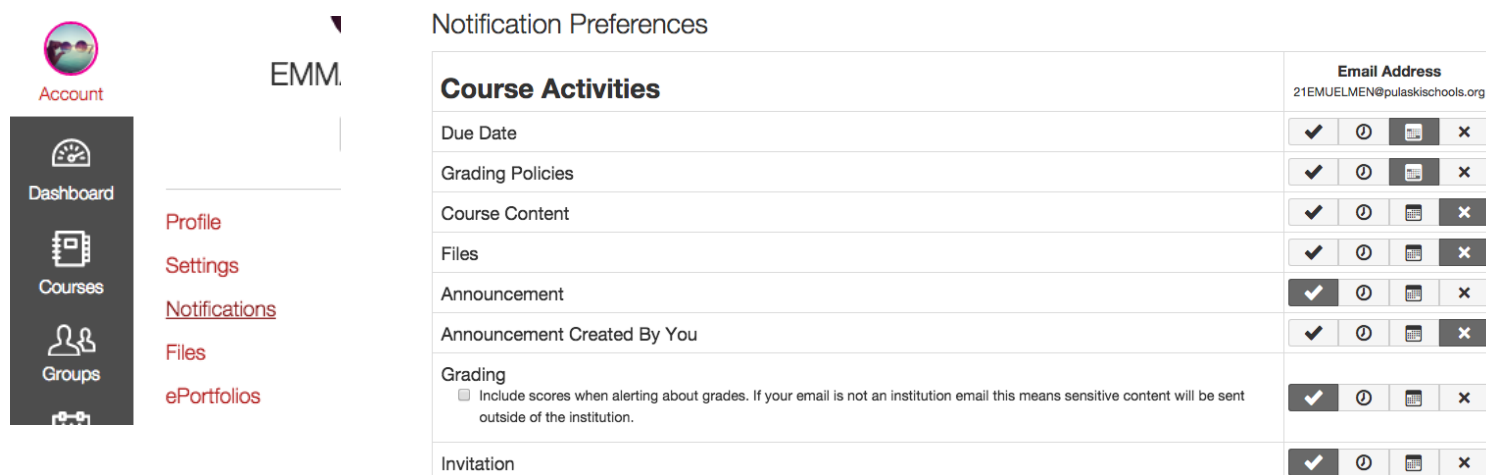
Type

+ Contact Method

SMS email=
cellnumber@cellcom.quiktxt.com
*replace cellnumber with
your cell ex:9206091234

3. To set how often you receive notifications, go to Account- Notifications

Edit your Canvas notification preferences - You can make some simple changes to get course notifications how you want and when you want. Hover over the notification column and select the notification timeframe you prefer for all your contact methods.



The screenshot shows the Canvas user interface. On the left is a dark sidebar with icons for Account, Dashboard, Courses, Groups, and a bottom icon. To the right of the sidebar is a light gray menu with links: Profile, Settings, Notifications (highlighted in red), Files, and ePortfolios. The main content area is titled "Notification Preferences". It features a table with "Course Activities" as the header. The table lists various notification categories: Due Date, Grading Policies, Course Content, Files, Announcement, Announcement Created By You, Grading, and Invitation. Each row has a column for "Email Address" (showing 21EMUELMEN@pulaskischools.org) and a row of controls: a checkmark, a clock icon, a document icon, and an 'x' icon. The "Grading" row includes a checkbox labeled "Include scores when alerting about grades. If your email is not an institution email this means sensitive content will be sent outside of the institution."


Course Activities	Email Address
Due Date	21EMUELMEN@pulaskischools.org
Grading Policies	
Course Content	
Files	
Announcement	
Announcement Created By You	
Grading	
Invitation	

4. Where do I submit my assignments? How can I see my grades?

- In a course, click on "Assignments"
- Some assignments can be submitted them online while others may be turned into your teacher.
- You can also see a calendar view of all assignments, by going to the Calendar- accessed on the Global Navigation Bar
- You can view grades for all of your courses in "Grades" within each course

5. How do I connect my Google account to Canvas for submitting assignments?

Connecting your Google account will allow you to upload files as assignments directly from your Google Drive. Click "Account" on the Global Navigation Bar. Scroll down to Web Services. Under Registered Services, click Google Drive. Complete the following prompts.



The screenshot shows the Canvas "Account" page. The sidebar on the left has "Account" highlighted. The main content area is titled "Other Services" and includes the text "Click any service below to register:". Below this text are two buttons: "Google Drive" with the Google logo and "LinkedIn" with the LinkedIn logo. To the left of the "Other Services" section, there is a vertical list of links: Notifications, Files, Settings (highlighted in red), and ePortfolios.

6. How can I get help if I have questions?

- Check out the online [Canvas Student Guide](#).
- See The Library Staff