



Canvas Simplified for Students

ABOUT CANVAS

Canvas is a cloud-based learning management system that connects all the digital tools and resources Shasta College instructors use into one place. It is used by more than 2,000 colleges, universities, school districts and institutions around the world.

GET STARTED

Browsers

Canvas is built using HTML 5 web standards and therefore works well in most browsers. Using a browser like **Chrome** will give you the best results.

Mobile

At this time, the Canvas Mobile App for both Android and iOS has a compatibility issue with the Shasta College Portal. You can use your browser to log in, like Chrome or Firefox.

Logging In

From the Shasta College homepage, click the ShastaPortal link.

www.shastacollege.edu

Select the New Users Start Here button.

Shasta College Information Technology provides log in support via the buttons on the right of the Portal log in page. You can also submit a ticket via their website: <https://www.shastacollege.edu/current-students/request-technology-support/>

Dashboard

The Dashboard includes an access point to all your current term courses. If you do not see a course card (square box) for each course, click the three dots to the right of the Dashboard heading and change the layout to “card view”.

Account

Under the Account button, you can customize your notification settings, input your biography, and your load an image.

LEARN MORE AND GET HELP

Canvas Guides for Students

Canvas maintains a database of guides that can be found at: <https://guides.instructure.com/m/4212>

Course content questions?

For questions about course content, please contact your instructor. The Inbox in Canvas is the best way to contact your instructor.

Phone and Email support

Canvas provides 24/7 chat support. The tool can be accessed via the Help? icon in Canvas.

Onsite Canvas support: <https://www.shastacollege.edu/academics/online-learning/canvas-request-help-form/>

Learn about using all Canvas tools

There is a self-enroll course at: <https://shastacollege.instructure.com/enroll/6YARXW>

TOOLS AND TIPS

Discussions

Discussions is a forum designed to facilitate communication between students in a course. It can also be created as an assignment for grading purposes.

Assignments

Important: To submit an assignment, you will need to have the assignment open. Below the instructions will be a Drag and Drop option or Browse to find the file option. Once you have attached the work you completed, a blue button will illuminate at the bottom of the page allowing you to click Submit. Do not navigate away from this page until you see a date/time stamp at the top of the page confirming your submission.

To view an assignment grade and / or instructor comments, return to the page which you made your submission. You will see the work you submitted as well as the grade you earned and feedback from the instructor.

Notifications

Notifications allow you to determine where and when to be notified about activity in Canvas. Notifications are set for an entire user's account, not on a course-by-course basis.

Announcements

This feature is a communication tool that allows instructors to post announcements for all users in a course.

Online Tutoring (NetTutor)

NetTutor provides free online, on-demand services to meet with live online tutors, submit questions, and review essays.

Rich Text Editor

Use the editor in assignments, discussions, etc., for embedding video and math formulas. The editor will only appear in assignments if the instructor has selected the text box option.

Grades

To see your grades for a course, click Grades in the left-hand course navigation. Return to the page which you made your submission. You will see the work you submitted as well as the grade you earned and feedback from the instructor.

Inbox

The messaging tool in Canvas used to communicate with an instructor or classmates. This is the best method to contact your instructor. The button is found in global navigation on the far left.

ShastaZoom

A video conferencing tool available to instructors to facilitate course discussions or office hours.

Files

This feature allows you to store documents and media files that are either public or private.

Quizzes

Quizzes in Canvas are assignments that can be used to challenge your understanding and assess comprehension of course material.

Calendar

Your calendar shows all your courses and groups. You can add non-course related events to this calendar by clicking the Plus icon.

Skills for Online Success

This external link directs you to a resources page for online course preparation.