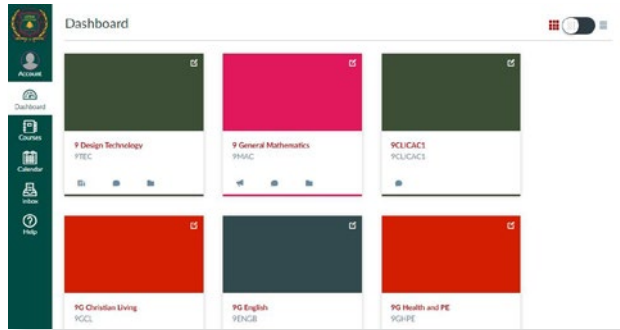


Using Canvas

The best way to learn how to use Canvas is by exploring the various buttons on the main page/dashboard.



Parents/Caregivers have “observer access”. While you can see everything that your student can see, you cannot see any other students or contact them.

Parents/caregivers are able to use Canvas to:

- Keep track of tasks and due dates
- Monitor achievement
- Stay aware of classroom administration

We recommend that you watch the two videos located on our **Portal Help page**, which give an overview of how parents/caregivers are able to use Canvas to support their student in their education at Cedar College.

Video 1 gives an overview of what students can do within Canvas (this will vary between year levels),

while **Video 2** steps through the parent/caregiver features and settings.

Other Information

Canvas is designed to function as an internal system at Cedar College.

Students can only message other students within their courses, and parents and caregivers can only message teachers, and their students. It has been designed to be as safe and secure as possible.

- Please maintain the privacy of what you see on Canvas by not posting material elsewhere. What you see on Canvas needs to stay on Canvas.
- If you have a complaint or concern, Canvas is not the place to voice this.



Getting started with Canvas

Teacher contact through Canvas

If you message a teacher through the **Canvas inbox** you can expect a response within 24 hours (not the evening the message was sent).

The most reliable and immediate method of contact remains a phone call, through the School Office.

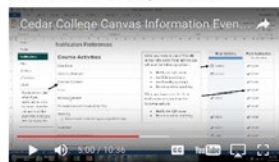
As with any online environment, all users are expected to act in a respectful and appropriate manner when using Canvas, and immediately report any inappropriate use.

A High School Parent/Caregiver guide to supporting student learning through Canvas.

Cedar Canvas Evening - Video 1



Cedar Canvas Evening - Video 2



Experiencing problems or need help?

Should you experience a problem with the Portal, please contact the Front Office (issues such as forgotten usernames or password resets can be handled through the Front Office) or use the form below to send details about the issue that you are experiencing and we will endeavour to get back to you as soon as possible.



CEDAR
COLLEGE



DISCOVER JESUS

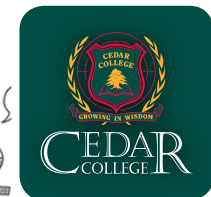


DISPLAY LOVE



DEVELOP SELF

Primary School Office: 08 7221 3600 High School Office: 08 7221 3605
215-233 Fosters Road, Northgate SA 5085 Ph: 08 8261 3377 Fax: 08 7221 3647



About Canvas

Canvas is the Learning Management System (LMS) used by Cedar College.

While Canvas is used from Reception to Year 12, its functions are implemented differently in Junior Primary, Upper Primary and High School.

Students are able to use Canvas to:

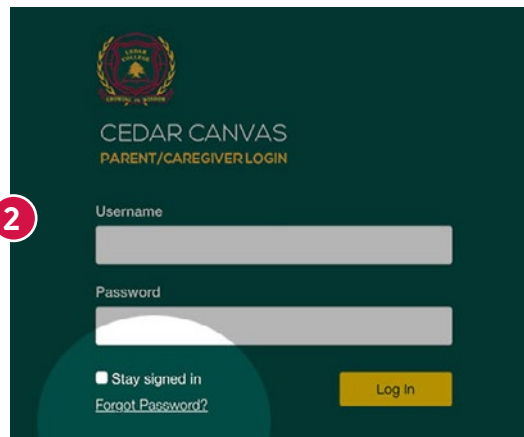
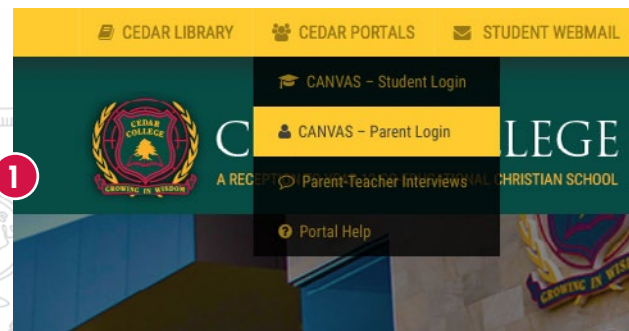
- Access course material
- Access and submit assessment tasks
- Monitor their achievement
- Engage in their learning

This brochure is a brief "Getting Started Guide", and parents/caregivers are encouraged to look at further Canvas information available on our website.

Getting Started - first time users

Canvas can be accessed from any web browser. A "Getting Started" email will be sent to all new parents/caregivers shortly after their student commences at Cedar College. This email will contain links to the login page. **If Cedar College does not have your correct/current email address on file, you will not be able to proceed.** Contact the School Office with your updated email address if this is the case.

The login page can also be accessed directly from the Cedar College website: www.cedarcollege.sa.edu.au using the **Canvas-Parent Login** drop-down menu, under **Cedar Portals**. Click **Parent Login** to begin.



CEDAR CANVAS
PARENT/CAREGIVER LOGIN

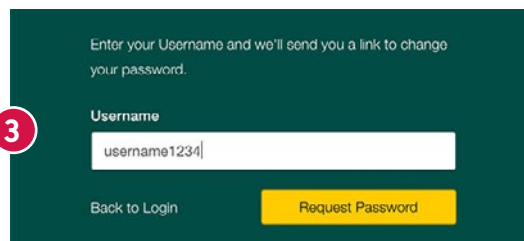
Username
[input field]

Password
[input field]

Stay signed in
[Forgot Password?](#)

Log In

On the screen that opens, click "**Forgot Password**". This will open the "Forgot Password" screen (below). This step can also be used at a later date, should you forget your password.



Enter your Username and we'll send you a link to change your password.

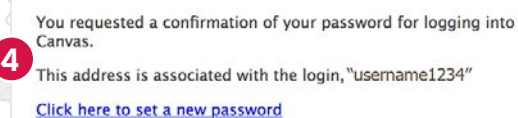
Username
username1234|

Back to Login Request Password

Enter the username which has been emailed to you by Cedar College, then click "**Request Password**".

An **email**, containing a link to create your password, will be sent to the same email address that the "Getting Started" email was sent to. When you receive this email, click the line "**Click here to set a new password**".

Check your email at this point. You should receive an email similar to the one below:

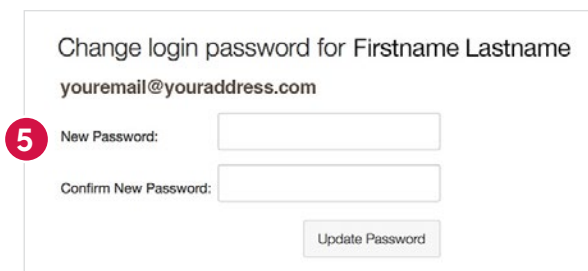


You requested a confirmation of your password for logging into Canvas.

This address is associated with the login, "username1234"

[Click here to set a new password](#)

When you receive the email, click the link to take you to the **Change login password page**.



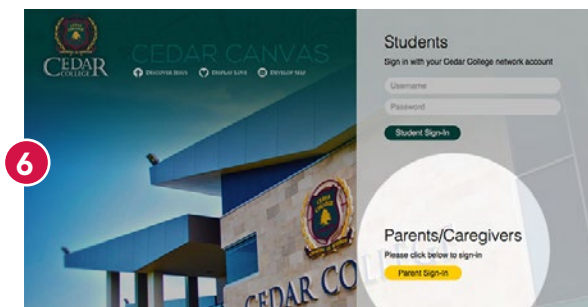
Change login password for Firstname Lastname
youremail@youraddress.com

5 New Password: [input field]

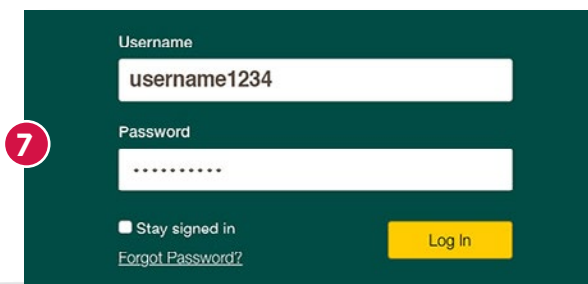
Confirm New Password: [input field]

Update Password

Here you can set your **new password**. You will then be taken to the main Canvas page.



Click on the yellow "**Parents Sign-In**" button.



Username
username1234

Password
[input field]

Stay signed in
[Forgot Password?](#)

7 Log In

Enter your username and the password which you created earlier and click "**Log In**".

You will be taken to the main Canvas page. Future logins can be done through the **Canvas-Parent Login** drop-down menu on the front page of the Cedar College website, by entering your login details.