

How to log onto Canvas

Go to:

www.rentonschools.us

Click on:

[RSD LOGIN PORTAL]

Log on:

USERNAME: (Renton School District Log-in)

PASSWORD: (Renton School District Password)

NOTE: These are the same **USERNAME** and **PASSWORD** you use at school.

Apps



Sign in with your organizational account

Sign in


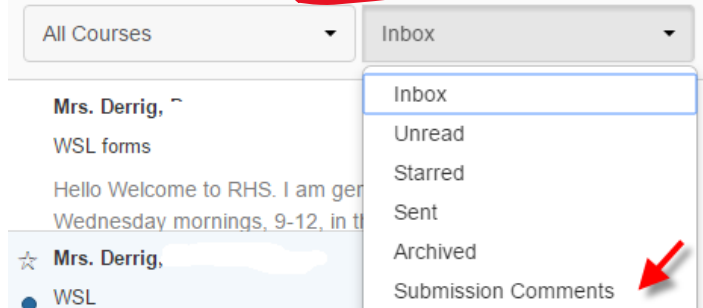
For assistance with login issues or other questions, please call helpdesk @425-204-HELP.

Click on Canvas Icon

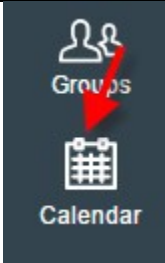
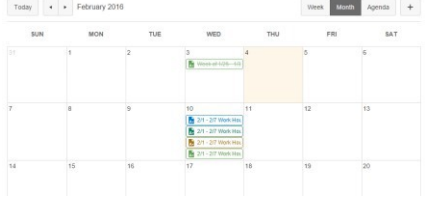


Instructure Canvas

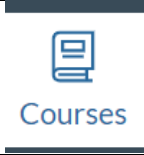
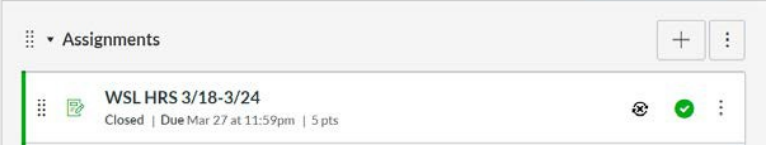


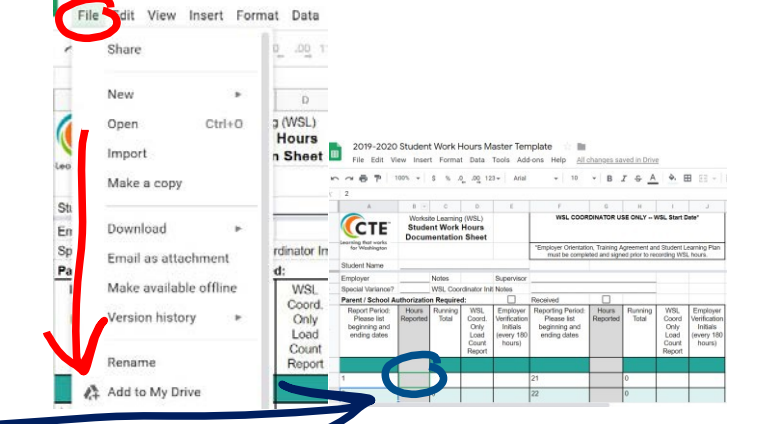
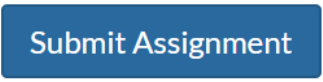
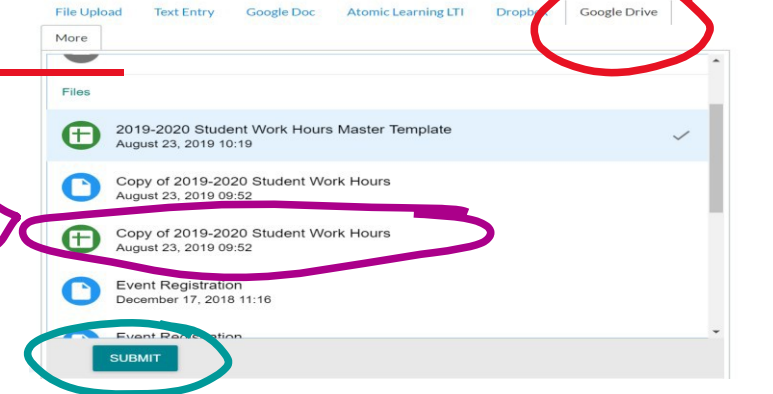
Checking Inbox and Submission Comments

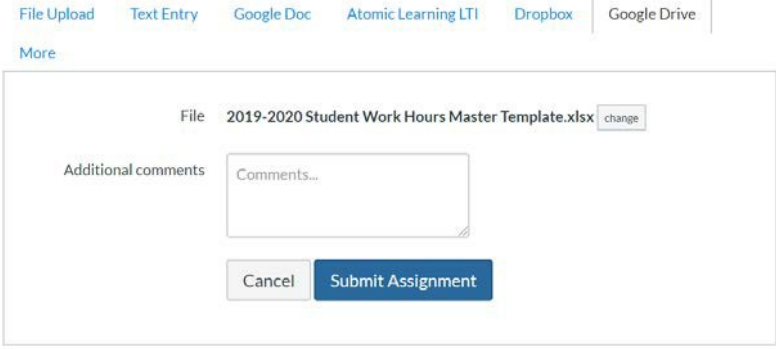
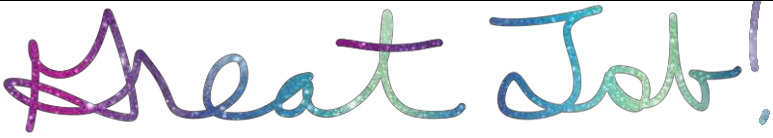


<p>Check your INBOX each time you log-in.</p> <p>Click on [Inbox]</p> <p>Any emails? Click. Read. Reply if necessary.</p>	 <p>The screenshot shows a vertical navigation menu with icons and labels for Account, Admin, Dashboard, Courses, Groups, Calendar, and Inbox. The 'Inbox' icon at the bottom is enclosed in a red rectangular box.</p>
<p>While in your Inbox, Check on your <u>SUBMISSION COMMENTS</u></p> <p>Click on the drop down</p> <p>Click on [Submission Comments]</p>	 <p>The screenshot shows an email inbox interface. At the top, there are two dropdown menus: 'All Courses' and 'Inbox'. The 'Inbox' dropdown menu is open, showing a list of categories: 'Inbox', 'Unread', 'Starred', 'Sent', 'Archived', and 'Submission Comments'. A red arrow points to the 'Submission Comments' option.</p>

Checking Assignment Calendar

<p>Click on [Calendar]</p>	 <p>The screenshot shows a vertical navigation menu with icons and labels for Groups and Calendar. A red arrow points to the 'Calendar' icon.</p>
<p>See the assignments for all your classes; due dates and past due.</p>	 <p>The screenshot shows a calendar view for February 2016. The calendar grid shows dates from Sunday to Saturday. There are several assignment entries listed for the week of February 10-13, 2016, with due dates and status indicators.</p>

How to submit your assignment: (once you are logged onto Canvas)

<p>1. Click on [Courses]</p>	
<p>2. Select <u>“Work Site Learning”</u></p>	
<p>3. Select current assignment (example):</p>	
<p>4. Click on your name: After you click on your name, Google Docs will open</p>	
<p>5. Click on File. On the drop-down box select “Add to My Drive”</p> <p>Look for this symbol  “Add to my drive”</p> <p>6. Enter your hours on the Google form for the correct week: (In the gray box for correct week)</p>	
<p>7. Go back to Canvas and click on [Submit Assignment]</p>	
<p>8. At the bottom of the page select Google DRIVE</p> <p>9. Select your google form</p> <p>10. Click [Submit]</p>	

<p>11. Click [Submit] one more time!</p>	
<p>YOU ARE DONE!!</p>	<p>Submission</p> <p>✓ Submitted!</p> <p>Aug 23 at 2:46pm</p> <p>Submission Details</p> <p>Download 2019-2020 Student Work Hours Master Template-1.xlsx</p>
<p>COME BACK NEXT WEEK and SUBMIT YOUR HOURS AGAIN!</p>	
<p>Contact Information</p>	<p>Ms. Johnson</p> <p>Book A Virtual Session with Ms. Johnson by Scanning the QR Code Phone: 425-204-3856 Cell: 425-282-7442 Michele.johnson@rentonschools.us</p> 
	<p>Ms. Derrig</p> <p>Book A Virtual Session with Mrs. Derrig by Scanning the QR Code Cell: 206-940-5750 Email: terry.derrig@rentonschools.us</p> 
<p>REMEMBER....</p>	<p>EVERY 180 HOURS = 0.5 CREDITS!</p> <p>BE SURE TO TURN IN YOUR HOURS WEEKLY!</p>
<p>VISIT ...</p>	<p>Your Career Center and your school's Career Center website for information about jobs, internships, apprenticeships, and other opportunities!</p>