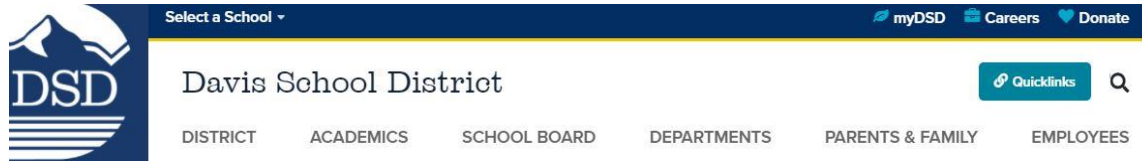
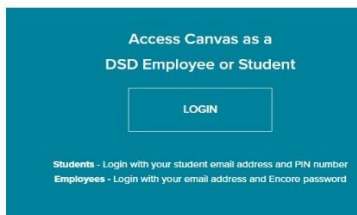


How to Navigate Canvas

1. Go to Davis District Home Page <https://www.davis.k12.ut.us/>
2. On Desk top computer click on Quick links button or search for CANVAS log in page





3. Student login to CANVAS. Login with your student email address and PIN number.

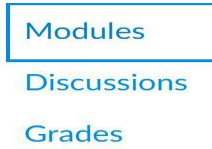


4. Global navigation menu is along the left side of every page in CANVAS. Global Navigation links provide quick access to features that are frequently used in CANVAS.



5. Click Account link at top to view your user information.
6. Open Course Navigations  on right side of page to change when you would like to receive notifications from CANVAS. Options include right away, daily, or weekly.
7. Click on Dashboard option on Global navigation for information about what is happening in all current courses.
8. Click on Dashboard icon to see information on new assignments, quizzes, or discussions, that have been changed from ungraded to grade, due date changes and new conversations in Inbox messages.
9. From Dashboard you can click on  to view student grades.

10. You can also view student grades by clicking on the Courses icon in Global navigation. Click on name name of course and then GRADES from course navigation menu.





11. In GRADES you can view assignment names, due dates, status, scores & total point values.





A blank paper or chat button icon means an assignment has been submitted but it has not yet been graded.



12. Click the Calendar  in the Global Navigation to view everything a student must do for all CANVAS courses in one location. Calendars can be viewed by day, week, month, or agenda.

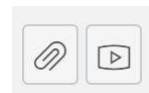
13. Click on the INBOX and your child's  icon to open. This is where all communication takes place between you and your teacher.

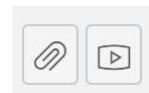


14. To correspond with your child's teacher click compose a new message icon  at top of page. Compose Message 

A 'Compose Message' form with fields for 'Course' (ESL Endorsement 2020-21), 'To' (Constance Ziegler), and 'Subject' (No subject). There is an address book icon next to the 'To' field.

Select a Course, click on address book icon and click on teacher's name to be added to the "To" field. Add subject and then compose your message in box below.



15. You can add an attachment or audio/video message by clicking the  icons at bottom of window.