



Canvas Quick Guide

You will use Canvas, RISD's learning management system, to:

- View your course schedule (i.e. class day(s) of the week, time and location) and supplies
- Access the Pre-Arrival Student Orientation
- View your course syllabi
- Communicate with your instructors and TAs (after the course begins)
- Check your weekly progress in each course via Grades
- Access additional resources and assignment information, when applicable

To access Canvas, go to www.risd.edu/access-canvas and select Pre-College Students (Campus). Log in using your RISD Account Login (i.e. the same login as the Housing Application Portal and the Health Services Portal). We recommend using a web browser (Chrome/Firefox/Safari) to access Canvas. The Canvas Student app (iOS and Android) has limited functionality.


COURSE SCHEDULES

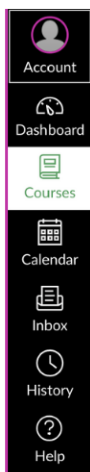
Each of your four Pre-College courses will be on your Canvas Dashboard. Click on each course card to be brought to the homepage and view your course's day(s) of the week, time, and location.

QUICK CANVAS TOUR

All of your Pre-College courses will be in person. However, you will use Canvas to receive important announcements, reminders, resource materials, and links from your instructors. We recommend checking into Canvas regularly. Below is a quick tour of Canvas.

GLOBAL NAVIGATION MENU

The global navigation menu is always accessible on the left side of your screen. Depending on your screen size, you may need to select the menu button  to view it. Here is a brief overview of the global navigation menu icons you may need to use:



- ◀ Account: Edit your notifications, settings, and profile. We recommend uploading a profile picture and setting your pronouns and preferred language.
- ◀ Dashboard or Courses: You can access your Pre-College courses from either of these options.
- ◀ Inbox: You can send a direct message to your instructor or TA.
- ◀ Help: You can access Canvas Guides and contact Canvas Support if you need assistance when using Canvas.



SAMPLE COURSE HOME PAGE

When you open a course from your Canvas Dashboard, you will land on the course's Home page. Each Pre-College course has the same Home page layout outlined below.

The screenshot shows a Canvas course home page for 'Drawing Foundations - Animation A'. The layout includes a navigation menu on the left (1), a 'Recent Announcements' section (2), a 'View Course Stream' button (3), a 'View Course Calendar' button (3), a 'View Course Notifications' button (3), a 'To Do' list (4) showing 'Nothing for now', and a 'SYLLABUS' button (5) located below the course schedule section. The course schedule section displays 'Course Schedule', 'Day(s) of the week: Wednesday', 'Time: 9:00am-4:00pm', and 'Location: RISD Main Campus / What Cheer Studio / 156 Benefit Street / Room 201'. The top header of the course page reads 'PRE-COLLEGIATE PROGRAMS' and 'Drawing Foundations - Animation A'.

1 Course Navigation Menu

Home: Select this link to return to the Home page

Announcements: View any announcements posted by your instructor and/or TA

Syllabus: View the course syllabus

Modules: View the course materials organized by week

Grades: View your grades for each assignment/activity

People: View the class roster

2 **Recent Announcements:** Displays the most recent announcements from your instructor/TA

3 **Course Stream, Calendar, and Notifications:** View recent course activity and the course calendar and modify notification settings

4 **To-do List:** If your instructor has set any due dates or assigned items to your to-do list, they will be displayed here.

5 **Syllabus:** Access the course syllabus

NEED HELP?

If you have questions related to accessing your Canvas account, contact RISD ITS at servicedesk@risd.edu or 401 454-6106.

Reach out to your instructor if you have questions related to your course in Canvas. You may contact your instructor via the Canvas Inbox or speak to them in class.