How do Continuing Ed students log into Canvas?

Tell Me

When student accounts are created in Canvas, the Continuing Education student will receive an email with the subject: Finish Registration: Canvas

1. Upon receiving the Canvas Account Registration email
   a. Open the email
   b. In the email message, click the Click here to finish the registration process link

   The Welcome Aboard Canvas window is displayed
   c. Your Continuing Ed user name is displayed in the Login text box
   d. Type the password you want to use with Canvas

   NOTE!
   You can create a new password OR you can use the password you use to log into the Continuing Ed site

   f. Click Register. You are logged into Canvas

2. If you forgot your password OR did not receive the account registration email
   a. Log into Canvas
b. Click the **Forgot Password** link. The Request Password page is displayed

![Login page](image)

c. In the **Email address** text box, type the email address associated with your Canvas account

> **Warning!**
> Do NOT use a uncc.edu email address. You need to use the email address associated with your Continuing Education account

![Email page](image)

d. Click **Request Password**. You will receive an email with the subject: **Forgot Password: Canvas**

![Email page](image)

e. Access your email account and open the forgot password message from Canvas

f. In the message, click the **Click here to set a new password** link. The **Change Login Password** window is displayed

![Password page](image)

g. In the **New Password** text box, type a new password of your choice

h. In the **Confirm New Password** text box, type the password you entered in step g
i. Click Update Password. The Canvas login page is displayed

![Login Page](image)

j. Type your user name and the password you created into the appropriate text boxes and click Log In

![Login Page](image)

3. Access Your Courses
   a. In the left navigation, click the Courses icon

   ![Courses Icon](image)

b. The All Courses list is displayed. All courses that you are enrolled in are listed here

c. To place a course on the Dashboard, click the star icon to the left of the course name

   ![Course Icon](image)
d. The course will now be displayed as a block on the Dashboard

Related FAQs

- How do I add participants to a past Canvas course?
- How do I specify that students use the Respondus LockDown Browser in a Canvas quiz?
- How do I share an Item Bank with another faculty?
- What are instructor best practices for online tests that use LockDown Browser?
- How do faculty add Apporto to Canvas course?