

Access Canvas

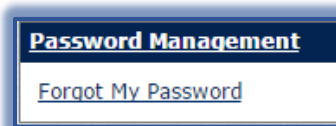
In order to access Canvas, you first need to log into our My Siena portal.

Log into My Siena

- To access **My Siena**, input www.sienaheights.edu/ics into the browser **Address Bar**.
- The **My Siena** page will display.



- You will be asked to log into My Siena.
 - ✧ Your username is usually the first letter of your first name and the first seven characters of your last name, if your last name is more than seven characters.
 - ✧ If there is more than one name with the same characters, a number will be added at the end of the name.
 - ✧ For example, the username would be something like jsmith or jsmith3.
 - ✧ The default password should be your **Student ID Number**. This information may be on some correspondence that you received from Siena.
 - ✧ If you don't know this information, please call the Siena IT Services Center at 517-264-7655 for assistance.
 - ✧ The student worker will be glad to provide the information you need or to change your password, if necessary.
 - ✧ Once you log into My Siena, you will immediately be asked to change your password.
 - ✧ Please be sure to select your Challenge Questions at that time.
 - ✧ When you select these questions, you will be able to change your password in the future by clicking the **Forgot My Password** link under the **Password Management** area on the right side of the **My Siena** window.
 - ✧ You will see a Welcome Back message at the top of the window when you have successfully logged into My Siena



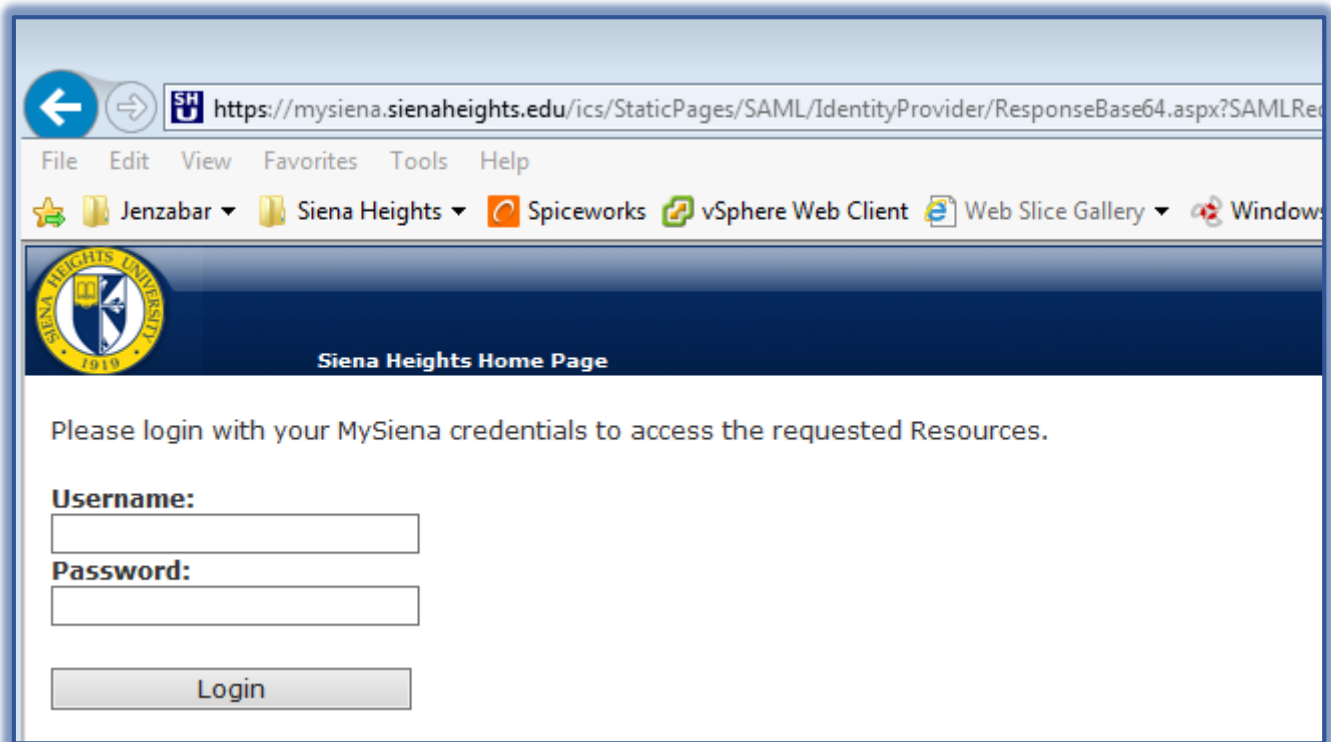
- ✧ Once you are logged into My Siena, click the **Canvas Browser Compatibility** link to check to make sure your Browser is compatible with the Canvas system.

Log into Canvas

- To log into Canvas, click the **Course** link under the **My Tools, My LMS Courses** area on the right side of the window.
- You will be taken directly to your Canvas course.

My LMS Courses
eCollege Homepage
eCollege Tech Requirements/Browser Compatibility
Canvas Homepage
Canvas Browser Compatibility
Diversity in Community (LAS141-AH, Winter 2017) (via Canvas)
Reading & Writing I (ENG101-AC, Winter 2017) (via Canvas)

- If you are sent a direct link to an area in the course by your instructor, you may be prompted to login with the following screen if you are not already logged into My Siena.
- The username and password are the same as the My Siena ones.



Canvas Assistance

- For assistance with accessing Canvas, or to find out your username and password, please call the Siena Assistance Center at 517-264-7655 or send a message to eLearning_support@sienaheights.edu.
- For questions about using Canvas, please access Help in Canvas or send a message to eLearning_support@sienaheights.edu or contact the Technology Training Coordinator directly at 517-264-7651.
- To access the Help area in Canvas, click the **Help** button in the **Global Navigation Pane**.
- In this area, you have the option of contacting Help by chat or phone, or by searching the Canvas Guides.

