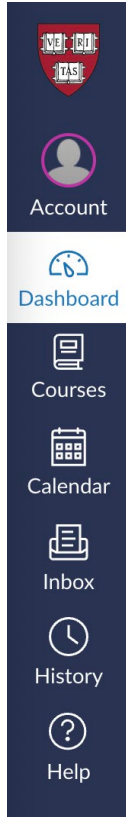# Canvas Guide | Student Account Settings

Canvas is the learning management system at the Harvard T.H. Chan School of Public Health. It is where to access your daily coursework and assignments.

What should I do first in Canvas?

Login

O   Login at canvas.harvard.edu. Need login help? Visit key.harvard.edu.

Account

O   **Settings. Verify your school email address**. *(Click Account → Settings → look in top right for 'Ways to Contact).*

O   ***Settings. Optional -* Select your Personal Pronouns** *(Click Account → Settings → on right, click Edit Settings → select a personal pronouns from drop down list on left)*

O   **Profile.** Fill in your canvas profile. *(Account → Profile to edit your global Canvas profile).*

O   **Notifications. Set Course Announcements** to 'Immediately'. *(Account → Notifications → find Announcements row → click icon on right and change to immediately)*

Dashboard

O   **No action needed.** Once you're enrolled in my.Harvard AND the instructor has published the site, it will appear here automatically. *(Click once on a course card to enter the site.)*

O   **Full list of my enrolled courses** (Click *Courses → All Courses)* Note: If it says 'No' in far right published column, this means that the instructor has not yet published the site.

Optional Settings

O   **Calendar**. Some faculty may not choose to use this tool, so it is better to consult the instructor's syllabus instead. *(Import to office 365, google calendar, or apple calendar)*

O   **Record your Name Pronunciation** (Login to my.Harvard to record an audio of your name) If the Name Pronunciation tab is enabled by the instructor, you will find it on the left sidebar in a course.

How can I learn more about Canvas?

● View the **Canvas Student Guide** at https://community.canvaslms.com/docs/DOC-4121.

● Visit the **Harvard Chan School's Canvas Page** at http://hsph.me/canvas.

How can I get help with Canvas?

● Contact **HSPH Academic Technology** at mets@hsph.harvard.edu.

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