



FAQS About the Canvas Learning System

- **What is Canvas?**

Canvas is a web-based software that allows educational institutions to manage digital learning; educators to create and present online learning materials and assess student learning; and students to engage and learn subject matter, as well as receive feedback from their instructors and classmates.

- **What is my Username?**

- Your username is assigned to you after you apply for admission. It is a combination of your first initial and last name followed by numbers. It is the first portion of your student email address prior to the @ symbol. Example: jsmith0
- Follow these directions to locate your username:
Login to MySite using your Student ID number and PIN (4 digit number)
Click on the Profile Icon (top right corner)

- **What is my password?**

- Your default password is assigned to you after you apply for admission. It is your 4-digit PIN plus two zeros. Example: 5678+00 = 567800
- You will need to RESET your default password in order to use Canvas. Here are the steps:
 - On the Saddleback Home page, at top right, click on CANVAS.
 - Click on "Forgot Password?" in the box.
 - In "Account Management", click "I have forgotten my Password".
 - Enter your Student's college email address, and click "Proceed".
 - Click "Mobile" and enter the last 4 digits of your cell phone number.
 - Click "Send Code" which will send a text to you with a code number.
 - Enter the code number where indicated on your computer screen.
 - Click "Verify". You will be asked for a "New Password."
 - Create a new Password that is at least 8 characters long and includes an uppercase letter, a number, and a special character.
 - Type this new Password TWICE where indicated.
 - Click "Change Password".
 - Your password is now re-set. Be sure to keep it in a handy place!

- **How do I log-in and use Canvas?**

Follow the Complete Canvas Guide by copying and pasting this link into your browser: <https://conta.cc/3fwOvyn>. The Canvas Guide is also accessible on our Emeritus website under "Student Guides, Instructions & Forms."

- **Is there additional Canvas information on the Saddleback College website?**

Yes. The Student Technical Support website also has Canvas information. Copy and paste this link into your browser: <https://www.saddleback.edu/sts/Canvas-Student-Support>