

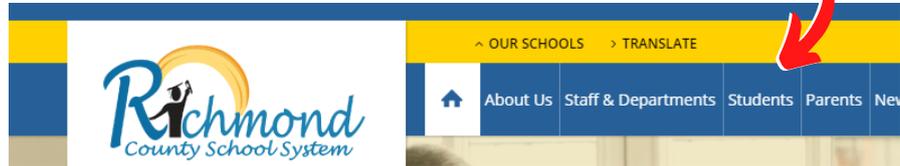
Canvas TIPS

The Basics of Using Canvas for your Classes.

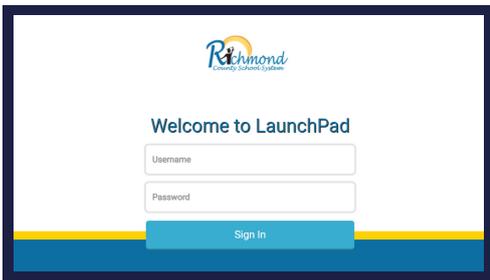
How to Log-In

If you do not have Launchpad, go to rcboe.org. Then, click "students" from the menu bar.

If you are on a school laptop, simply log-in to Launchpad.



On the "Students" page, click "Launchpad".



Then sign-in to Launchpad using your school username and password.



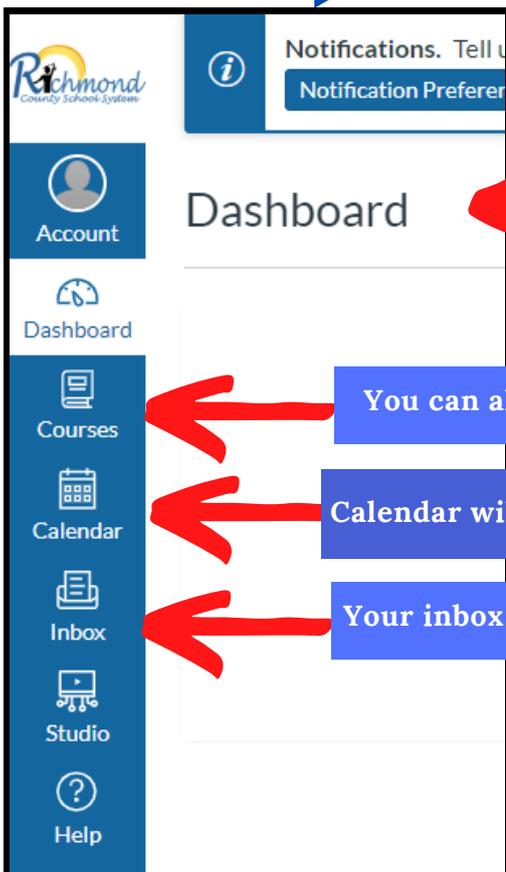
Then, click the "RCBOE Canvas" icon.

(If you don't have the icon, type the name in the search bar at the top of the page)

If Canvas asks you to log-in to your Office 365 account in order to log-in, your username is your school email. This is your `username@richmond.k12.ga.us`

What's Next?

Canvas is where you will find class information.



When you log-in, you will see your dashboard.

This will include active courses you are in. Click the course to see the homepage for that class. Each teacher's homepage contains what you need to complete your assignments.

You can also click "Courses" to move from one class to another.

Calendar will show you any assignments or important dates for your classes.

Your inbox will have all messages from all of your classes.