

New Canvas Login Procedure

(Starting May 28, 2019)



1. All students and staff will see a new login for Canvas beginning May 28, 2019. (This includes all student logins in the fall).

A screenshot of the Canvas login page for Knox County Schools (KCS). The page features the KCS logo at the top left, followed by the text "Sign in". Below this is a text input field labeled "Email, phone, or Skype" with a blue underline. A link "Can't access your account?" is positioned below the input field. A blue "Next" button is located to the right of the input field. At the bottom of the page, a grey banner contains the text "Welcome to Knox County Schools Login Portal!".

2. Enter your email address

Staff: Firstname.Lastname@knoxschools.org OR

Student: S123456@student.knoxschools.org

3. You will then be asked to enter your password. (This is the same password you use for all KCS logins).

4. You will then be prompted with this screen (to the right). If the person is logging in on a device that has multiple users, we recommend you select no.

5. Then you will enter into Canvas.

We will update all links to direct you to this new login process beginning May 28.

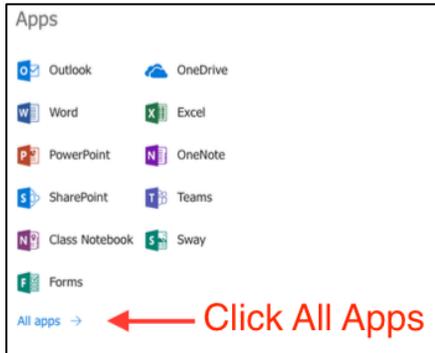
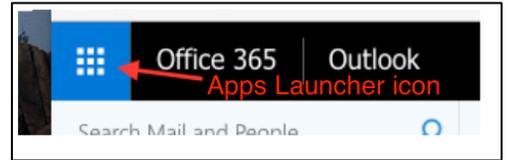
A screenshot of a "Stay signed in?" prompt. At the top left is the KCS logo. Below it is the email address "theresa.nixon@knoxschools.org". The main heading is "Stay signed in?". Below this is the text "Do this to reduce the number of times you are asked to sign in." followed by a checkbox labeled "Don't show this again". At the bottom are two buttons: a grey "No" button and a blue "Yes" button. A grey banner at the very bottom contains the text "Welcome to Knox County Schools Login Portal!".

Please contact kcsedtech@knoxschools.org if you have any questions.

There is an additional optional login for staff and high school students to access Canvas through your KCS Email. Please go to the next page for these directions.

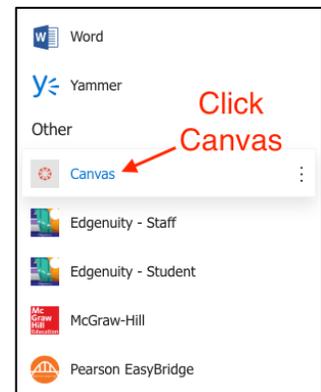
OPTIONAL Canvas Login through Office 365 Email (for Staff and High School Students)

1. Log into Office 365 (your KCS email using a web browser).
2. Click the Apps Launcher icon located in the top left corner.

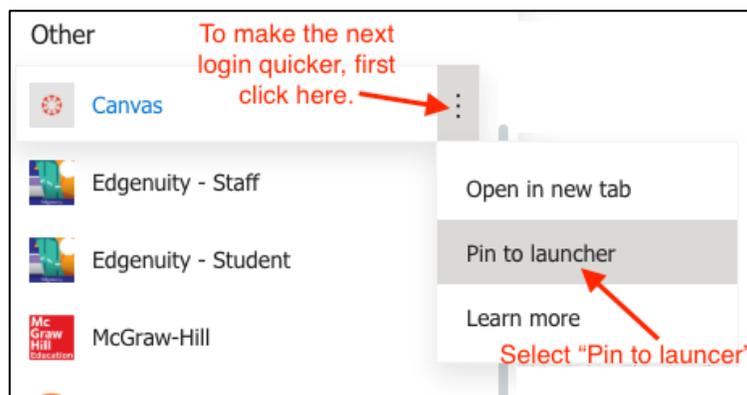


3. Choose **All Apps** from the dropdown list.

4. Scroll down the longer App List. At the bottom, under 'Other' you should see the Canvas icon. When you click it you'll automatically be entered into your Canvas account.



5. We recommend you pin this to your launcher, so you will see the Canvas icon in your App Launcher.



Please contact kcsedtech@knoxschools.org if you have any questions.