Canvas Support

HOW TO ACCESS A CANVAS COURSE

This information sheet outlines the process for accessing a course in Canvas.

Access Canvas with the address: https://canvas.education.tas.gov.au/

1. From the Dashboard you will see course cards for all of your “favourite” courses. You can access your course by clicking on the Course Card. **Note:** You must be assigned to a course and the course must be published by your teacher to be able to access it.
2. You can view all courses you are enrolled in and manage Course Cards on the Dashboard by accessing Courses from the Global Navigation, then select All Courses.

![Courses](image)

3. To favourite a course (and add to your Dashboard), select the star next to a course [1]. Courses with filled stars show the course is a favourite [2]. **Note:** After you have manually favourited at least one course, Canvas automatically favourites any new published course enrolments for you. You can unfavourite the course by toggling the star icon.

### All Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Nickname</th>
<th>Term</th>
<th>Enrolled as</th>
<th>Published</th>
</tr>
</thead>
<tbody>
<tr>
<td>🔹 English 101</td>
<td></td>
<td></td>
<td>Student</td>
<td>No</td>
</tr>
<tr>
<td>🔹 Biology 101 (Winter 2017)</td>
<td>Biology 101</td>
<td>Winter 2017</td>
<td>Student</td>
<td>Yes</td>
</tr>
</tbody>
</table>
View Unpublished Courses

4. If a course is unpublished you can view that the unpublished course is there but you cannot favourite the course or access it. If you hover over a star icon for an unpublished or concluded course, you can view a message indicating that the course cannot be added as a favourite.

View Past Enrolments

5. Depending on course configuration, you may still be able to view your past enrolments after courses have concluded. However, favorited courses are not automatically removed as a favourite. If a past enrolment course still shows as a favourite, you can un-favourite the course by toggling the star icon.