

Ready to start your **CANVAS** training?



Online Training through CANVAS is Available



About Online Training through Canvas

Canvas Training offers instructor training webinars. There are over 30 different topics that you can attend online. Sessions are interactive, allow some hands-on experience, and are taught by Canvas trainers. These sessions will allow you to go into greater depth on a variety of topics and trainers will answer a number of questions in the sessions.

How to Get Started

Follow these steps to set up an account and register for a Canvas Training:

- **Create an Instructure Events Account**
 1. Go to www.cysalesteam.com/Instructure
 2. Select **Click here to create an account**
 3. Fill in the information on the form to **Create an account with Instructure Events (You must use your TWU email.)**
 4. Select **Create Account**
 5. You will receive a **Confirmation Message**
- **Register for a Canvas Training Once You have Created an Instructure Events Account**
 1. Go to www.cysalesteam.com/Instructure
 2. Select **Click here to sign in as a returning user**, enter your Email (TWU Email account) and password and select **Sign In**
 3. You will be taken to the **Upcoming Events** screen, where you can register for training. (We suggest you attend **First Look** and **Course Basics** before exploring the Building Block Series.)
 4. Browse offerings in a list-view of **Upcoming Events**, by **Category**, or by **Calendar** view
 5. Select a training session of your choice within the calendar or list view and select **Register Now**
 6. Fill out the **Registration Form** and select **Submit (You must use your TWU email.)**
 7. You will receive a **Confirmation Message**

Canvas recommends you log into the Adobe Connect webinar in one browser window and your Canvas Sandbox course in a second browser window. This will allow you to switch between the Canvas training webinar and the interactive activities.

Knowledge Base Article: How to request a Canvas Sandbox course - <https://bit.ly/SandboxRequest>

Canvas Transition information and training details can be found at
www.twu.edu/canvas-transition.



TEACHING & LEARNING
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