

# How to log into Canvas

## Step 1

Go to [Canvas.insearch.edu.au](https://Canvas.insearch.edu.au)

Type in your email address, e.g. [3xxxxxx@student.uts.edu.au](mailto:3xxxxxx@student.uts.edu.au)

And click "Next"

The screenshot shows the UTS Insearch login page. At the top, it says "UTS Insearch UNIVERSITY OF TECHNOLOGY SYDNEY". Below that, it lists two email formats: "StudentID@student.uts.edu.au (Student)" and "firstname.lastname@insearch.edu.au (Staff)". A red box highlights the "Username" input field. A red arrow points from the text "Type in your email address here: 3xxxxxx@student.uts.edu.au" to the input field. Below the input field, there is a "Remember me" checkbox and a blue "Next" button. At the bottom, there is a link for "Need help signing in?".

## Step 2

Enter your UTS email password

If you are unable to log in with your UTS email password, please try reset your password at this [link](#) or log a ticket with ITDS service desk at [servicedesk.insearch.edu.au](https://servicedesk.insearch.edu.au) or contact +61 2 9218 7000

The screenshot shows the UTS Insearch password verification page. At the top, it says "UTS Insearch UNIVERSITY OF TECHNOLOGY SYDNEY". Below that, there is a blue circle with "\*\*\*\*\*" and the label "Password". A red box highlights the "Password" input field. A red arrow points from the text "Type in your UTS email password" to the input field. Below the input field, there is a blue "Verify" button and a "Sign Out" link.

## Step 3

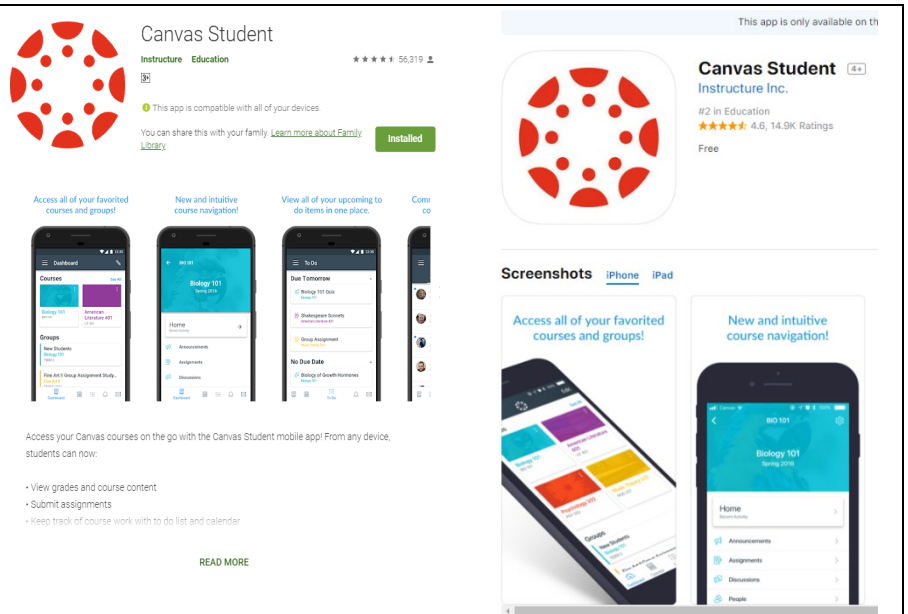
You have successfully logged into Canvas and you will be able to check your course now!

The screenshot shows the Canvas dashboard. At the top, there is a red notification banner that says "Welcome to Canvas! You don't have any courses, so this page won't be very exciting for now. Once you've created or signed up for courses, you'll start to see conversations from all of your classes." Below the banner, there is a "Dashboard" heading. On the left, there is a vertical menu with icons for "Account", "Admin", "Dashboard", "Courses", "Calendar", "Inbox", "Studio", "Communs", and "Help". On the right, there is a "Coming up" section with a "View calendar" link and buttons for "Start a new course" and "View Grades". At the bottom, there is a footer with "INSTRUCTURE" and links for "Privacy policy", "Acceptable Use Policy", "Facebook", and "Twitter".

# How to log into Canvas on phone app

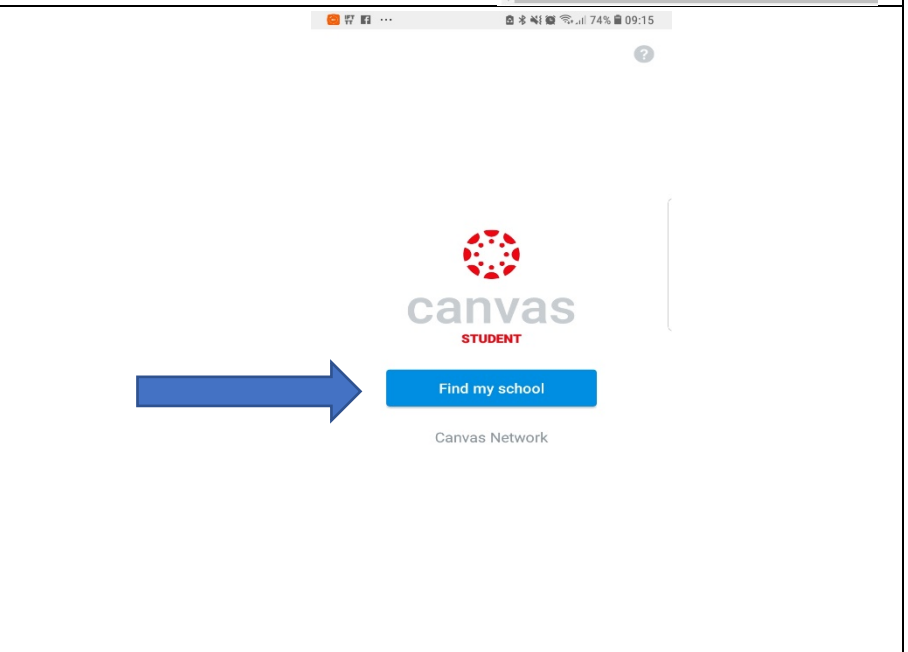
## Step 1

Search "Canvas Student" in your app store/google play store



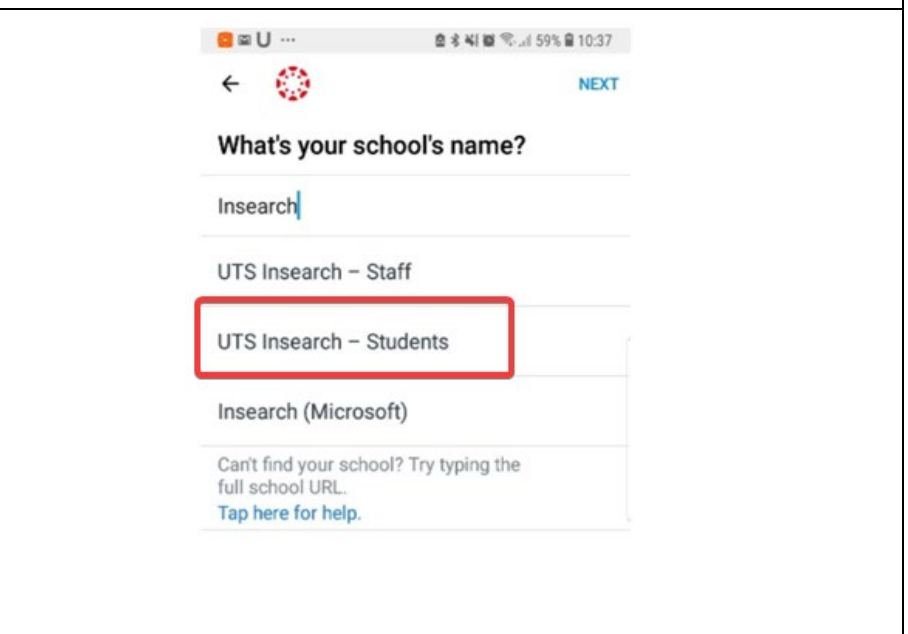
## Step 2

Click on "Find my school"



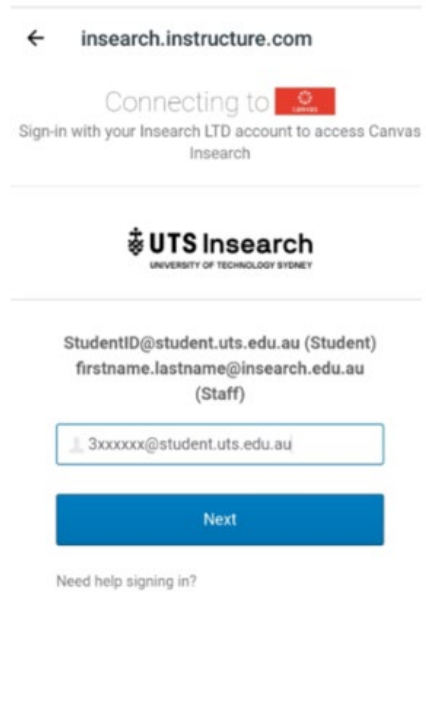
## Step 3

Type in "Insearch" and select "UTS Insearch – Student"



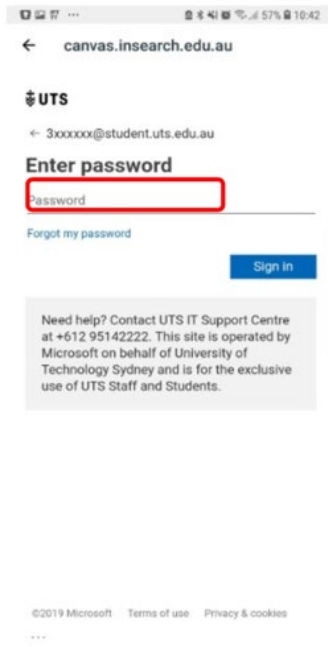
Step 4

Enter your UTS email address, e.g. 3xxxxxx@student.uts.edu.au



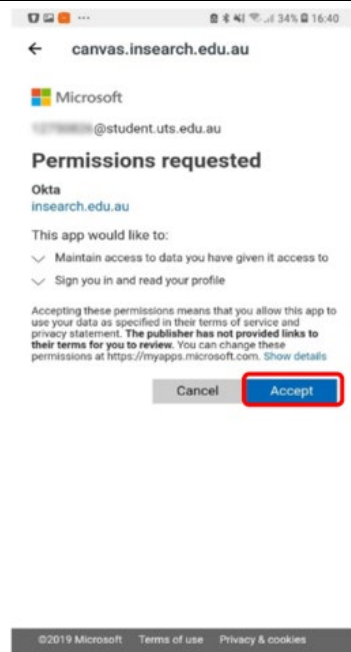
Step 5

Enter your UTS email password



Step 6

Click on “accept” to allow the permissions



Step 7

Now you should be able to view your course on phone!

