

## **Canvas Course Enrollment Instructions**

## New Users

- Open a web browser (Firefox, Chrome, Edge, Safari) and go to <u>https://canvas.education.ne.gov</u>
- 2. Search for the Step Up to Quality Orientation and select the card:



- 3. Click the "Enroll Now" button
- 4. Enter your full name, email address, and check the boxes to agree to the policies and to confirm you are not a robot.
- 5. Click "Register New Account"
- 6. A confirmation email is then sent to your email address to complete registration. Click the link/button provided in the email to "Complete Registration" and create a password
- 7. Click the "Begin Course" button on your Canvas Dashboard

Helpful Hints:

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• If you were previously enrolled, you may access your Dashboard by clicking the drop-down arrow next to your name:

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ARCA.		Student Dashboard
In Progress Completed Not Completed		Purchases & Enrollments
		Canvas
		Logout
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Step Up to	Step Op to Quality 2024 - English	
Quality	Sen baren	
	This orientation provides an overview of Step Up to Quality and its many benefits.	
	1.5 credits	
	Step Up to Quality - English (1.5 credits)	
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• If prompted to choose a district, please select "Nebraska Department of Education".

## **Existing Canvas Users**

- 1. Open a web browser (Firefox, Chrome, Edge, Safari) and go to <u>https://canvas.education.ne.gov</u>
- 2. Search for the Step Up to Quality Orientation and select the card:



- 3. Click the "Enroll Now" button
- 4. Click "Sign in here"

Create	an Account
Already have a	in account? Sign in here
Full Name	
Enter Full Name	
mail	
Enter Email	
Confirm Email	
Enter Email	
I agree to the Acceptabl Privacy Policy.	e Use Policy and acknowledge the
l'm not a robot	reCAPTCHA Privacy - Terma
Registe	er New Account

5. Choose "Nebraska Department of Education" and click "Login"



- 6. Log in to your account with your email address and password
- 7. Click "Enroll"
- 8. Click "Go to Courses"
- 9. Click "Begin Course"