



MANUAL ACCOUNT INSTRUCTIONS FOR CANVAS



An account has been created for you in the Learning Management System (LMS) for Southeastern Louisiana University. The LMS at Southeastern is Canvas. Dual Enrollment students are provided with a manual account. Please download and save these instructions for accessing Canvas.

LOCATE CANVAS AND LOGIN

The only way to login using this external account is to visit the URL below. It is recommended that you bookmark this link in order to easily locate Canvas and login.

<https://southeastern.instructure.com/login/canvas>

Setup Your Password

For the first login, you must select “Forgot Password” from the login box. On the next screen, the student must enter the login provided (their alternate email) and then select “Request Password”. An email will be sent to the email address entered that serves as the student’s login.

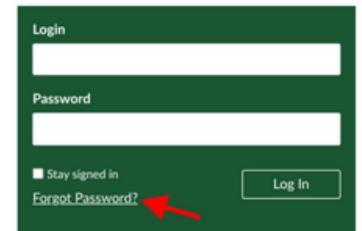
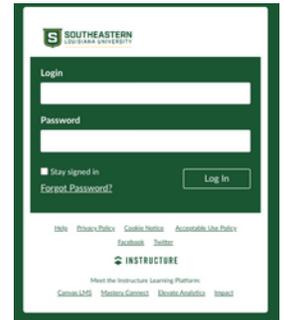
From that reset request email, the student must click the link from Canvas to set up a password for this account. Once completed, this password will be used each time the student logs in from this manual login link.

Reset Your Password

You may reset your password at any time by clicking on “Forgot My Password” at the bottom of the login box.

Use the Smartphone App

Download and install the Canvas Student app from the app store of your preferred device. Once you have installed the app, you must return to Canvas on a PC. Log in to your Canvas account and then click on your profile. From the profile menu, choose “QR for Mobile Login”. Scan the QR from your device and you will be logged in.



- Notifications
- Profile
- Files
- Settings
- Shared Content
- QR for Mobile Login**
- Global Announcements

HELP USING CANVAS

Tier 1 Chat Support

From the help menu in Canvas, click on chat support for students. This support option is available 24/7 for all Southeastern students.

Student Help Desk

Southeastern’s Student Help Desk also provides around-the-clock technology support by telephone at 985-549-2700, online chat, or student’s can email becki@southeastern.edu with any account or password questions.