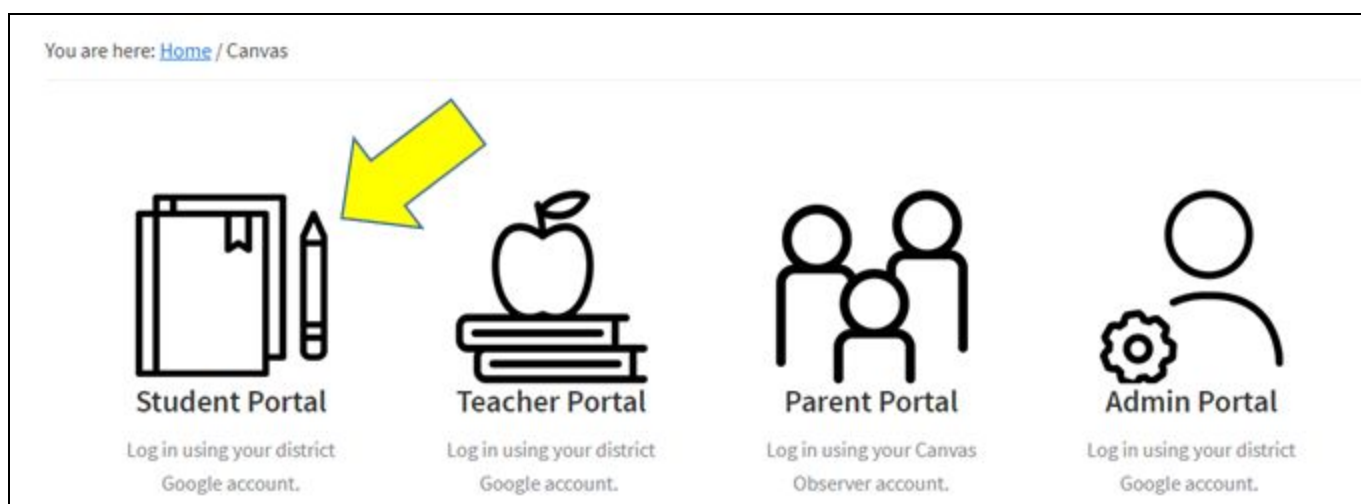


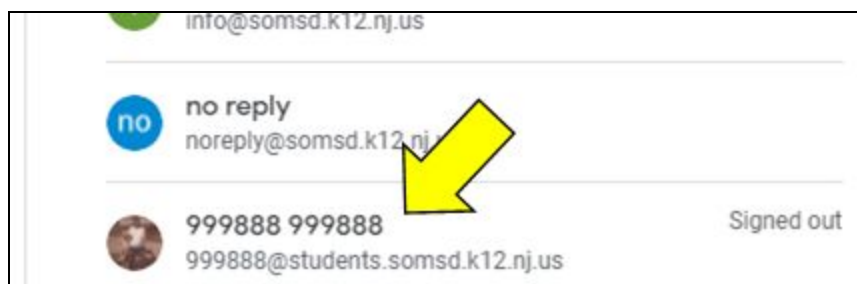
SOMSD Student Day 1 Guide - Accessing Canvas

The South Orange Maplewood School District has taken advantage of single sign-on technology, allowing students to use their district Google accounts to log into Canvas. **The same username and password that students use to access their district email or Google Apps for Education accounts is the same password used to log into the Canvas student portal.** Students can access their Canvas portals by following the steps below:

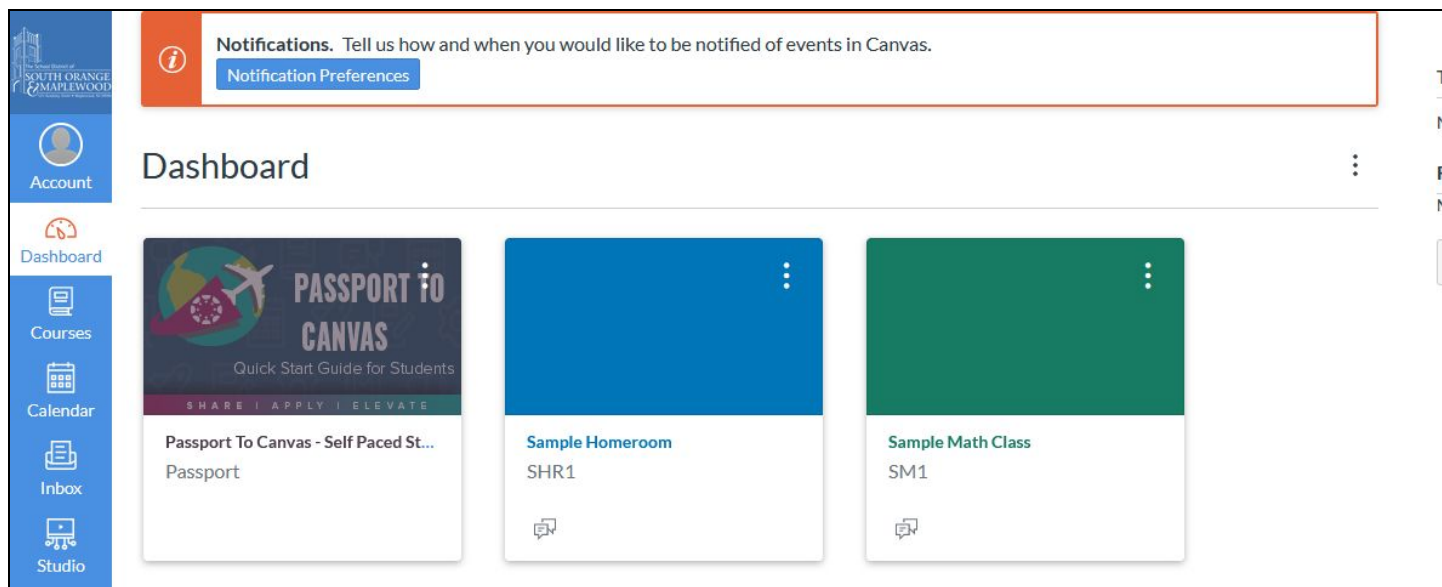
1. Open a web browser and navigate to www.somsd.k12.nj.us/Canvas



2. Select Student Portal.

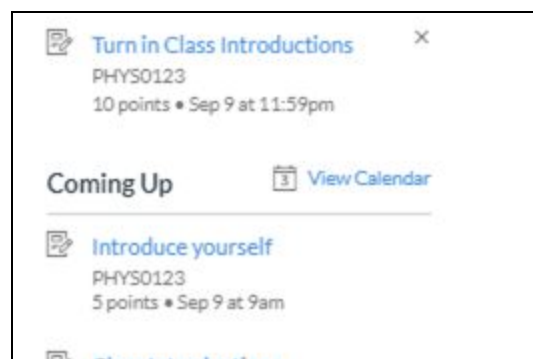


3. Select your district Google account.
4. If your district email address does not appear in the list, select use another account.
5. Enter your district email address (ex. 12345@students.somsd.k12.nj.us).
4. Type in your district Google password.
5. Click Sign In.



The screenshot shows the Canvas LMS dashboard. At the top, there is a notification banner with an information icon and the text "Notifications. Tell us how and when you would like to be notified of events in Canvas." Below this is a "Notification Preferences" button. The main header area includes the "Account" link and the "Dashboard" title. On the left is a vertical navigation menu with icons for Dashboard, Courses, Calendar, Inbox, and Studio. The main content area displays three course cards: "Passport To Canvas - Self Paced St... Passport", "Sample Homeroom SHR1", and "Sample Math Class SM1". Each card has a share icon at the bottom.

5. Once you are successfully logged in, click on your first class for the day.
 - In the elementary schools, this will generally be your Homeroom Class.
 - In secondary schools, your first period class will depend upon remote learning schedule. Please reach out to your school if you have questions regarding your schedule.
6. Keep an eye on the **Coming Up** portion of the dashboard. Teachers may post live meeting links and other useful information in this section.



The screenshot shows the "Coming Up" section of the Canvas dashboard. It features a "View Calendar" button with a calendar icon. Below this, there are two upcoming assignments: "Turn in Class Introductions" for course PHYS0123, worth 10 points and due on Sep 9 at 11:59pm, and "Introduce yourself" for course PHYS0123, worth 5 points and due on Sep 9 at 9am.

What To Do if You Forget Your Password

New to the district and don't have your Google Apps account information? Have your parent/guardian log into the [PowerSchool parent portal](#) and check the eDocuments section for your login credentials ([parent portal information can be found here](#)).

If you forget your login credentials, please reach out to your school librarian/media specialist or the info help desk. School contacts are below:

Elementary Schools

- Clinton Elementary School - jlatimer@somsd.k12.nj.us

- Jefferson Elementary School - tquick@somsd.k12.nj.us
- Marshall Elementary School - mkazanis@somsd.k12.nj.us
- Montrose (Preschool Program) - info@somsd.k12.nj.us
- Seth Boyden Elementary School - jpoutre@somsd.k12.nj.us
- South Mountain Elementary School - ccampbell@somsd.k12.nj.us
- Tuscan Elementary School - apopp@somsd.k12.nj.us

Middle Schools

- Maplewood Middle School - mdegan@somsd.k12.nj.us
- South Orange Middle School - ltazewel@somsd.k12.nj.us

Columbia High School

- Columbia High School - sng@somsd.k12.nj.us
- Columbia High School - jcosgrav@somsd.k12.nj.us

In addition to the contacts above, you can email info@somsd.k12.nj.us to have your district Google account reset.

New to the District and Unsure of Your Login Credentials

- Have your parent/guardian log into the [PowerSchool parent portal](#) and check the eDocuments section for your login credentials ([parent portal information can be found here](#)).
- Reach out to your school's librarian/media specialist via email to request your district Google account password be reset.