# **Canvas Conferences Guide for Students**

Dear\_\_\_\_\_\_\_,

As you know by now, NSC classes will be held virtually starting (date) which means we will have class during our regularly scheduled time, only it will be virtual; this message provides some instructions for our (type day) class. As virtual teaching/learning might be new to many of us, let’s please bear with and help one another as we explore these relatively uncharted waters. For class on (type day), we will be using Canvas Conferences, a tool built into our course Canvas page.

## **What You Will Need**

* A desktop or a laptop (a phone or tablet works but we do not recommend it. Canvas Conferences doesn’t work on the Canvas Student App, only on a browser)
* Headphones, if you have them. They may improve the quality of the audio.

## **What You Will Need To Do**

1. Log into our course Canvas page (canvas.northseattle.edu)
2. On the left in the course navigation, look for “Conferences” (you might need to scroll down a bit).
3. When you click on it, you will find a Conference I have set up. Click on the “Join” button. This program runs on the browser and you won’t be downloading or installing this program.
4. A screen will open asking for permission to access your microphone and will run through a short audio test. After the audio test you see a green button with a thumb up and a red button with thumb down, click on the green button.
5. On the large black screen, at the bottom you will also see a camera that will be crossed through like this:



1. Click on the camera and give the program access to your camera when prompted. You will be able to hear, see and be seen online.
2. Please mute your microphone (click on the microphone icon to mute/unmute) when you are online (the ambient noise from each of our spaces of from typing on our keyboards gets amplified and creates a cacophony.)
3. If somebody has a question or wants a clarification, I suggest that they use the Public chat to send a message.

Let’s give it a try –there will undoubtedly be a bit of a learning curve so feel free to email me or contact eLearning if you run into any issues. [North.elearning@seattlecolleges.edu](mailto:North.elearning@seattlecolleges.edu) or by phone (206) 934 3738