

Login Instructions for Canvas

Retrieve MGCCC Student Email Address and Password

Your MGCCC Student Email Address and password will be the same for Canvas, Web Services, and Student Email. New students should follow the steps below to retrieve their login information:

1. Go to mgccc.edu
2. Click [MyGulfCoast](#)
3. In the Sign-in screen, type your student email address (ex: mbulldog1@mgccc.edu), Click **Next** (If you do not know your email address, check personal email, or contact the helpdesk.)
4. Enter your password, click **Sign-in** (If you do not know your password, click 'Forgot my Password' link below password line.)
5. Follow the instructions to reset your password with one of the contact methods you configured during account enrollment. (If this is your first time to log-in, you will need to set-up the security questions.)
6. Students will need to authenticate using the Microsoft Authenticator app
*Students: If you are unable to reset your account password using the instructions above or need help to authenticate, please contact the MGCCC Helpdesk at helpdesk@mgccc.edu or call toll free at 1-855-343-9165 for assistance.

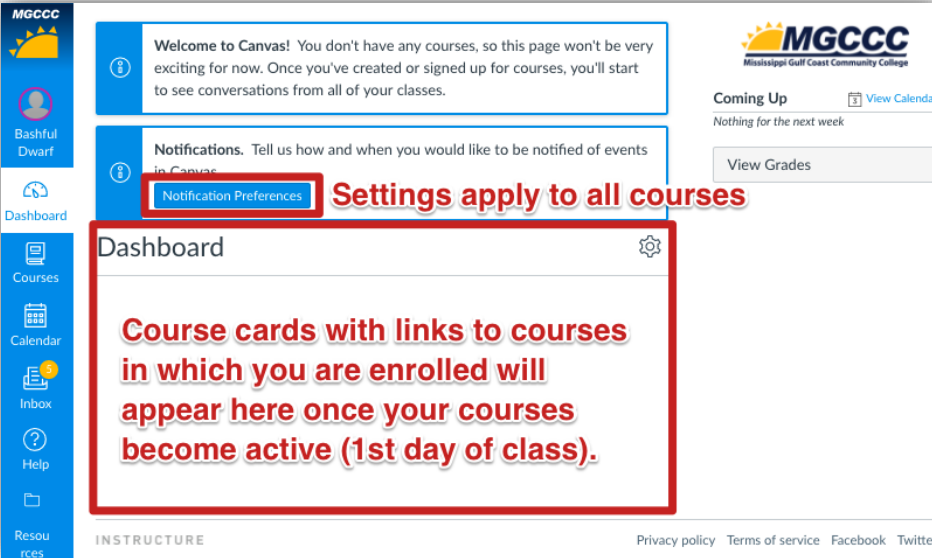
Login to Canvas

1. Go to mgccc.edu
2. Click [MyGulfCoast](#)
3. In the Sign-in screen, type your student email address (ex: mbulldog1@mgccc.edu), Click **Next**
4. Enter your password, click **Sign-in**. You will need to authenticate.
5. If you do not know your MGCCC Student Email Address or Password, see directions above for "Retrieve MGCCC Email Address and Password."
6. In the Canvas widget, select **Go to Canvas**

View Courses

When you enter Canvas for the first time, your screen should be similar to the example below.

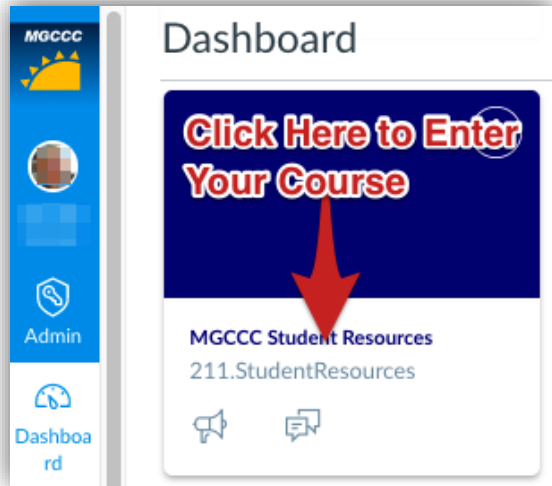
- * **Before the term begins, you will not have access to your courses**
- * Click the Notification Preferences button to set up how you will be notified about course activity and messages from your instructor and classmates.



The screenshot shows the Canvas LMS dashboard for an instructor at MGCCC. The dashboard includes a sidebar with navigation options: MGCCC, Bashful Dwarf, Dashboard, Courses, Calendar, Inbox, Help, and Resources. The main content area features a welcome message, a notification preferences button, and a dashboard area with a red box containing text about course cards. The text in the red box reads: "Course cards with links to courses in which you are enrolled will appear here once your courses become active (1st day of class)." The notification preferences button is also highlighted with a red box and labeled "Settings apply to all courses".

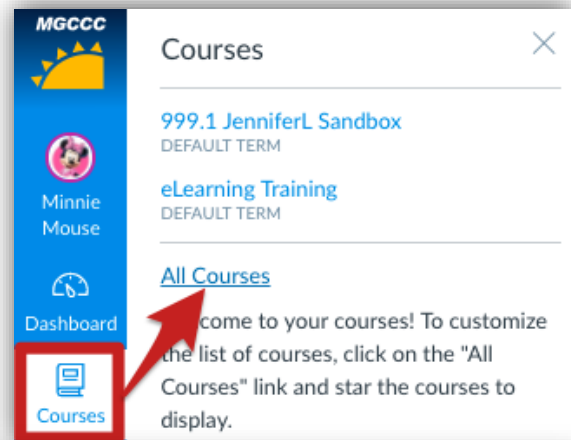
Visit the [MGCCC Student Resources](#) course in Canvas for additional information about Communication Preferences.

Once the term has begun, on the first day of the course, a Course Card will display for each course.

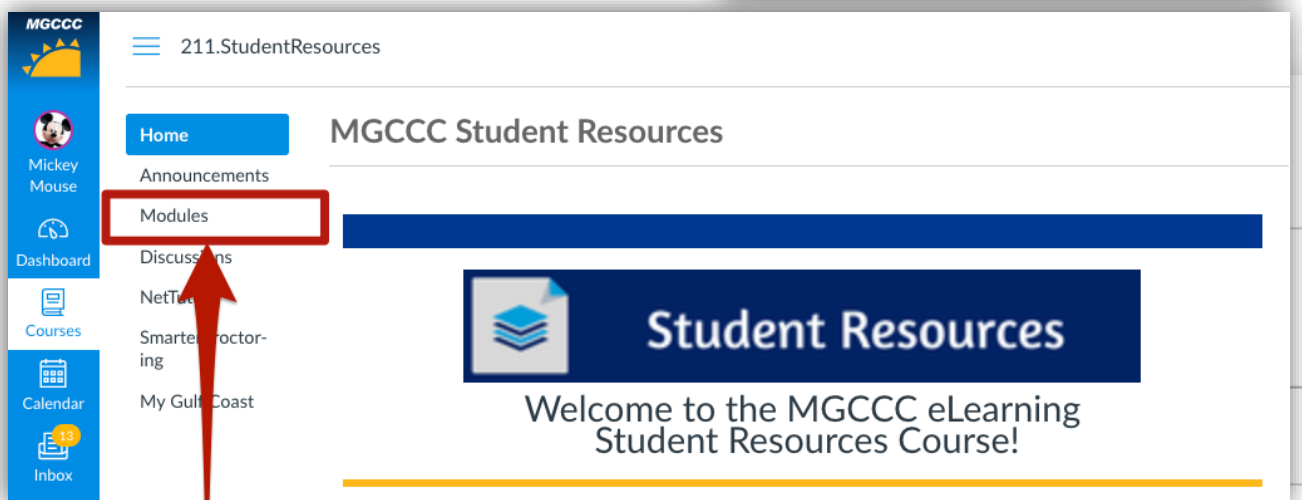


If you don't see a course card for a course you think you should see, follow these steps:

1. Click **Courses** on the Global Navigation Bar.
2. Click **All Courses**.
3. Locate the course, and click the **star** by the course. This will add the course to your dashboard and courses menu.



Once you have entered the course, click **Modules** on the left navigation menu to begin your course.



Note: If you do not see your courses listed in the Courses menu, it could be a result of one of the following:

- a. The term has not yet begun.
- b. You have been unenrolled from your course (contact your course instructor).
- c. You have customized your courses menu and have deselected the course. (You may need to add the star, see above for directions.)
- d. The term has ended.

Visit the [MGCCC Student Resources](#) course in Canvas for additional information about Navigating Canvas.



canvas

Technical Support – 24 hours a day, 7 days a week

PHONE:	Call Toll Free: 855.308.2755
CHAT:	<ul style="list-style-type: none">▪ Click the “Help” link in the upper right-hand corner of Canvas▪ Choose “Chat with Canvas support” from the menu that appears▪ Click the “Find someone to chat with” button on the page to which you’re directed
SUBMIT A TICKET:	<p>**Best Method**</p> <ul style="list-style-type: none">▪ Click the “Help” button in the upper right-hand corner of Canvas▪ Choose “Report a Problem”▪ Fill out the form that appears and click “Submit Ticket”