How do I create an account to sign up for Canvas training?

Open the Training Space

In a new window or tab, navigate to training.canvaslms.com.
Scroll to Create an Account

Please navigate to the our scheduling portal using the below links. You must [Create an Account](#) in order to view any of the available trainings for your institution.

You must use your Institutional Email when signing up for a new account.

Click the “Create an Account” link.

*To Create an Account you must use your institution assigned email. To view the Event Portal you must Create an Account.*

Fill out the registration form and click Create Account to Create an Account with Instructure Events.

Please make sure to register using your institution assigned email address NOT a personal account.
Confirmation Email

Welcome to Instructure Events!

Check your email for confirmation of your account creation. Can't find it? Make sure to check your Junk Mail.
How do I register for Canvas Training?

Sign In to your Instructure Events Account

In a new window or tab, navigate to training.canvaslms.com.
Scroll to View Event Portal / Sign In

Click the “View Event Portal” tab.

“Sign In” is required to view all available trainings.

*Sign in is required to view all available trainings.

Click the Sign In link in the top right-hand corner of the screen. Sign In using your Instructure Events credentials (should be your institution assigned email).
Click the **Calendar** link to the left of the Training Calendar to view all trainings listings by month.

Toggle to view training offerings for **future months** by clicking on the tab [1] located in the top right hand corner of the Training Calendar.

Filter training offerings by **training type** using the **Browse By Category** link [2] to the left of the calendar.
Hover over a day on the **Training Calendar** to view more details.

Click on a training session to **register**

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**Canvas in the Middle School/High School Classroom**

March 2nd, 2016 10:30am - 11:30am (MST)

This training provides high school teachers a deeper dive into designing courses to guide students into 21st century learning. Leveraging modular design and student-centered learning, high school teachers can differentiate and meet the needs of all learners.

**More Information**

This training provides high school teachers a deeper dive into designing courses to guide students into 21st century learning.

Requirements necessary to participate in webinar training sessions include:
- Laptop/desktop with updated internet browser (Chrome or Firefox preferably).
- Speakers/headset/phone for connecting audio.
- Access to your institution’s Canvas instance.
- Ensure you have proper access to Canvas for the session.

**Instructor Sessions:** access to a course shell which you are enrolled in as a Teacher.
- **Admin and Support Sessions:** verify the Admin Shield icon is visible in your Global Navigation.
- If you need access, please reach out to your institution’s Admin.

*Training sessions on the Public Calendar will be led using the New User Interface.*

**We encourage you to log in 10 minutes before the session begins to ensure all necessary downloads/updates for Adobe Connect are made available (click here to run a system check).**

Click on the “**Register Now**” link.
Fill out the Registration Form.

Please make sure to register using your institution assigned email address NOT a personal account.

Click the Submit button to complete registration.
Confirmation Messages

My Events

MAR 10
9:00am (MST)

Part 2 - Canvas Fundamentals Higher Ed (March 10, 2016)
March 10th, 2016 9:00am - 10:30am (MST)
This session is aimed at a Higher Ed audience but anyone is welcome to attend. This training is part 2 of 2 and will guide participants through more intermediate level features and use of Canvas.

Details... Instructor Training

Registered

Cancel

After clicking Submit, you will be taken to a **Confirmation Page** within the **Training Space**.

You should also receive a Confirmation Message that you are registered for the training in your email inbox. Can't find it? Make sure to check your Junk Mail.