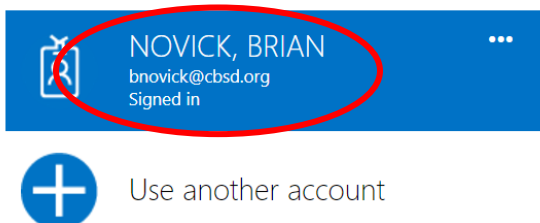


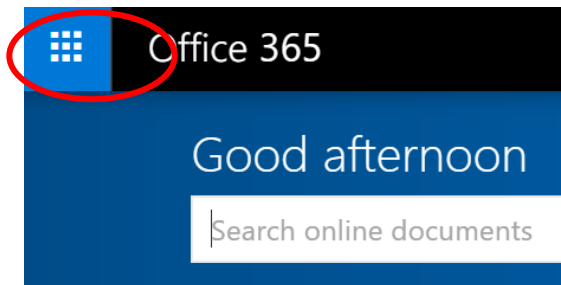
- 1.) Open a web browser (Recommended: Google Chrome)
- 2.) Go to www.cbsd.org/365
- 3.) Click **Sign-in**.



- 4.) Sign in to your account.



- 5.) Click on the waffle in the top left hand corner of the screen.

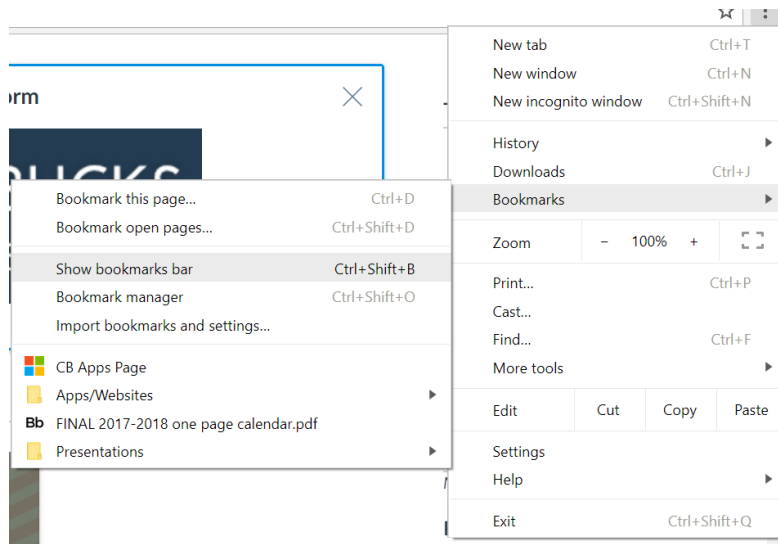


- 6.) Click **All**.
- 7.) Click on the icon for **Canvas** (you will need to scroll down).

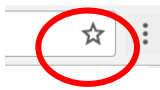
(You are now logged into Canvas. Complete the following steps to create a bookmark to save you time in the future).

- 8.) Click on the  "three dots" icon.

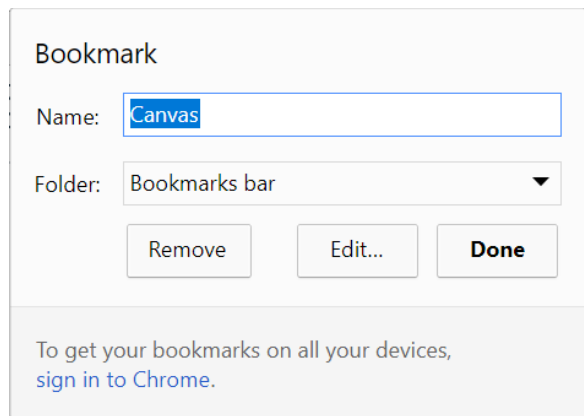
9.) Select **Bookmark** and then **Show bookmarks bar**.



10.) Click the star in the top right hand corner.



11.) Change the name to "Canvas" and select the "Bookmarks bar" folder. Click **done**.



*The next time you need to go to Canvas, simply open Google Chrome and then click on the Canvas link. You may need to log-in again. *