Canvas - Single Sign-On Login Guide

Step 1 – Navigate to Canvas website

Open a web browser and go to Canvas.

Alternatively, go to the Santa Ana College Home Page and click the Canvas link on the top menu. On the next page, click Log in to Canvas.

To log in Canvas, you will need your school issued email address (jd12345@student.sac.edu, jd12345@student.scccollege.edu) and the password that is associated with your school account. (It's the same password you log into Canvas with). Note: If you attended Santiago Canyon College prior to SAC, you would have to use SCC email log in.

If you need to locate your student email, please login to your Self-Service User Profile page to retrieve your student email.
You can also go to the [Santiago Canyon College Home Page](https://www.scci.edu) and click the Canvas link on the top menu. On the next page, click LOG IN.
Step 2 – Sign in to RSCCD Single Sign-On

You will be redirected to the Sign In page for RSCCD Single-Sign On. Input your username and password, and click Sign In.

Optional: Check the box for "Keep me signed in" to stay signed in.

Your Username is your college issued email address.

- For Students, the username format can be:
  - WebAdvisorID@student.sccollege.edu or WebAdvisorID@student.sac.edu
  - Example: ab12345@student.sac.edu
- For Employees, the username format can be:
  - LastName_FirstName@sccollege.edu,
  - LastName_FirstName@sac.edu, or
  - LastName_FirstName@rsccd.edu
  - Example: Smith_John@sac.edu

Your Password is the one associated with your school account (e.g., for Canvas and Self-Service).
Step 3 – Agree to the Canvas Acceptable Use Policy

After signing in, you will be redirected to Canvas Instructure.

You may encounter a pop up for “Acceptable Use Policy”.

Check the box for "I agree to the Acceptable Use Policy".

Then click "Submit".

**NOTE:** This screen typically appears if you are logging into Canvas for the first time. If you do not encounter this pop up, skip to step 4.
Step 4 – Open the Canvas Dashboard

Once you are logged in, you will be taken to your Canvas Dashboard, with a list of published courses, and additional menu options on left panel.

Troubleshooting Sign in problems

- Use the Password Reset page if you’ve forgotten your password, or need to retrieve your username.
- Use the Change Password page to update your password.
- Read the Single Sign-On FAQs page for troubleshooting other issues.
- Students should contact the Student Help Desk for further assistance.
  - For Santa Ana College students: SAC Student Help Desk page
  - For Santiago Canyon College students: SCC Student Help Desk page
- Faculty and Staff may contact the ITS Help Desk for further assistance.
  - Employees only: ITS Help Desk page