

Logging in to **my SWU** and Accessing **Canvas** Courses

Quick Guide for Students

Click the MySWU link on the www.swu.edu website (pictured right)

or

Type my.swu.edu in your browser's URL bar.



From the mySWU home page, click the Single Sign-on Login button.

Log in with your full SWU email address and password.

You should have received an email from Information Technology with your account credentials including email address and password.

The default email is preferred name, last name.
ex. johndoe@mail.swu.edu

The default password is your last name and last 5 of SSN lowercase with no spaces.
ex. doe12345

If you are unsure about your account information, please contact the Helpdesk (864) 644-5050.



Once logged in, click the STUDENTS tab at the top of the page.

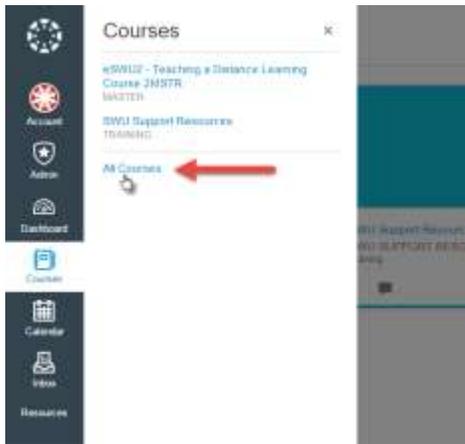
- View My Email (Click for Instructions)
- Technology Information for Students
- View My Account Balance
- View My Course Schedule
- **View My Courses (Canvas)**
- Grades and Transcripts
- We are Listening

Click the “View My Courses (Canvas)” link located on the STUDENTS page.

You are now logged into Canvas where you will complete and submit coursework.



Your courses can be viewed by clicking on the course cards in the main window of the dashboard (shown in the red box) or by clicking the courses icon in the left-hand global navigation.



You can customize the courses that show up in the courses menu list and on the dashboard by clicking the “All Courses” link from the courses menu.

Customize the courses list by clicking to highlight the star next to the courses you want to show up in the menu and on the dashboard.

***If desired courses are not showing on your courses list or dashboard, check the all courses list to make sure the stars have been selected.**

