Enabling SMS/Text notifications in Canvas—Depending on your cellular phone plan, enabling this **optional** feature may result in additional fees from your provider.

1. Log into Canvas. In global navigation, click on Account.

2. Click on Settings

3. Click on Add Contact Method

4. Enter your cell phone number (1) and select your carrier (2).

5. When you click on (Select Carrier), a drop down menu will open allowing you to pick your cell phone provider. When you select a carrier, this will automatically fill in the SMS Email.

6. Click Register SMS
7. Once you click register SMS, your phone will receive a text message with a four-character code. Enter the code and click Confirm.

8. Your phone number will now be listed as a contact.

9. Now, click on Notifications.

10. On the notification screen, you have a new column to the far right with your cell phone. Click on one of the four notification options for each of the items on the left.

11. Click the check to be notified right away. Click the clock to be notified daily. Click the calendar icon to be notified weekly.