

**From:** [Jeannine Methe](#)  
**To:** [Lisa Ulibarri](#); [Minta Winsor](#); [Rachel Ugale](#); [Stacey Followill](#); [Scott Vigallon](#)  
**Subject:** Follow up Canvas Demo on System Administration Features  
**Date:** Tuesday, March 01, 2016 11:41:46 PM  
**Importance:** High

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As a follow up to our Canvas demo last Friday, 2/26, we have scheduled a second session to discuss the System Administrator features of Canvas and to respond to the “System Administrator Questions” on the attached list.

The second part of the demo will be held on Friday, March 4 from 9:30-10:30. You can join us in Conference Room #1 at the District or join us remotely using the connection information below.

The DE Coordinators from Chabot, Minta Winsor and Lisa Ulibarri, and from LPC, Scott Vigallon along with District ITS staff, Rachel Ugale and Stacey Followill, will participate.

**Below is the connection information for the Canvas demo for both video and audio.**

**Friday, March 4 from 9:30-10:30**

For video, when you copy and paste [canvaslmslive.com/eddie](https://canvaslmslive.com/eddie) into your URL you will see a blue screen. When we are ready to begin the call, we will click share desktop. That's when Canvas dashboard will appear.

For audio, please call in using a landline or cell phone. Simply call the number below and then you will be prompted to enter the access code. You will then be placed into the conference. Please do not use computer for audio as that creates echo issues at times.

United States: (844) 462-8404

Conference Access Code: 2709-6734