

# Diversity, Equity & Inclusion Program for Public Managers



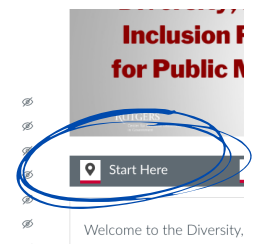
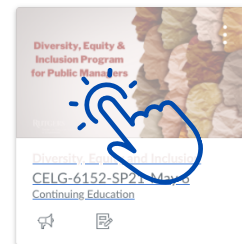
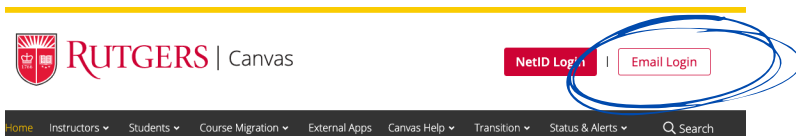
## GETTING STARTED



**What it is:** Canvas is a cloud-based learning management system.

**Why we use it:** We house the materials necessary for this course and it is where you can access Zoom for the live session.

**How to login:** The email you provided on your registration is your login to Canvas at <https://canvas.rutgers.edu/> See next page for more details.



**What it is:** Zoom is a cloud-based web conferencing service that supports video, voice, content sharing, and chat across on any device.

**Why we use it:** Participants from multiple locations can engage face-to-face.

**How to login:** You must first download the Zoom app (<https://zoom.us/download>) if you don't already have it. You will login via the Canvas site the day of the live session.



### Checklist

There is pre-work that must be completed before the live session. All of the information is located in the Getting Ready Module in Canvas.

1. Take the Implicit Association Test
2. Read *Willing to be Disturbed*
3. Prepare for the introductory discussion



### Still Need Help?

If you are experiencing difficulty accessing or completing pre-work, please email [celg@rutgers.edu](mailto:celg@rutgers.edu).



## Welcome to Canvas at Rutgers!

### First-time Canvas Users

#### You will need to reset your password

- Navigate on your browser to <https://rutgers.instructure.com/login/canvas> and click *Forgot Password?*.
- Next, enter the email address you registered with for the Login ID. A secure email will be sent to you with a link to establish your new password.
- Once you have logged in, you will be brought to your dashboard. The dashboard will display information about your current courses, announcements, and a global activity stream that shows recent activity in all your current courses.
- If you do not see your course in the dashboard or under the [courses tab](#), then it may not be available to access yet. Generally, DEI course sites will be open 1 week before the scheduled live session.

#### Setting notifications

We recommend you review the [notification settings](#) to make sure you receive email notifications from your course and instructor. You can also add a phone number should you wish to receive notifications via SMS text messaging.

### Canvas Mobile Apps

Are available for both [iOS](#) and [Android](#)



If you require assistance, the Rutgers Office of Information Technology (OIT) is happy to help. They can be contacted by calling 833-OIT-HELP.