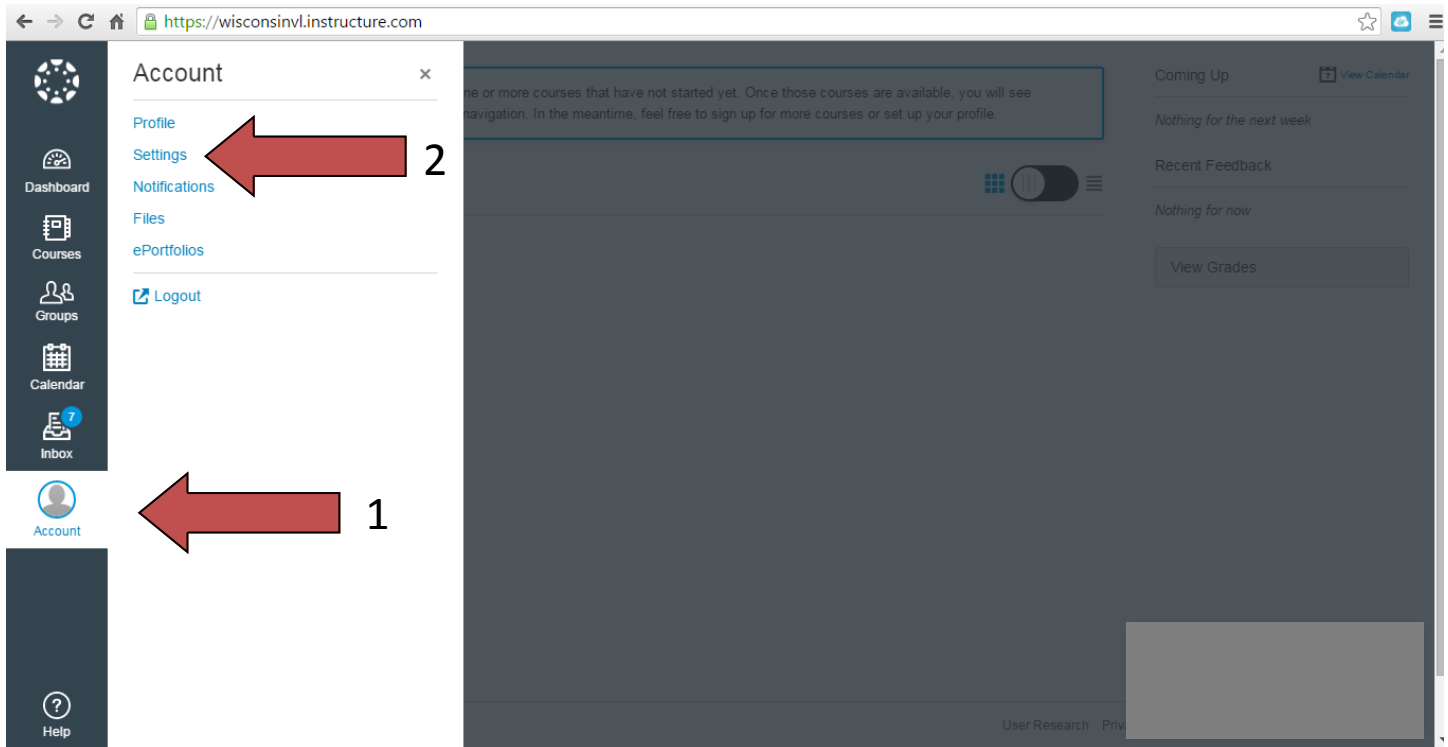# Setting Up Email and Cell Phone Notifications in Canvas



1. Once logged into Canvas, click Account on the bottom left-hand column.

2. Then, click Settings

3. On the right, you should see your WVL student email address already listed. Click the blue plus to add additional email addresses for notifications to be sent to.

4. Under email addresses, you can click the blue plus "Add Contact Method" to add cell phone numbers to receive text notifications also.
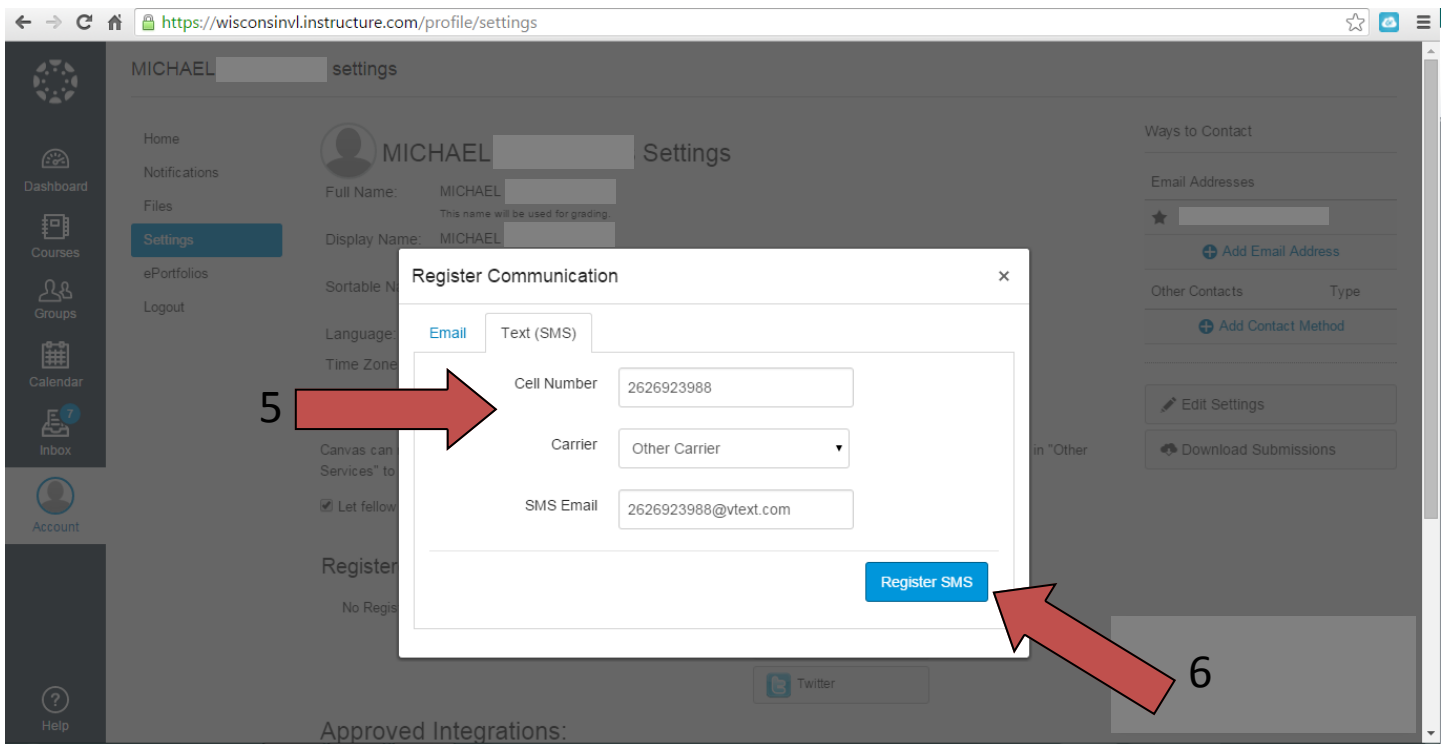
5. Without any symbols or spaces, type the cell number you wish to submit, choose the Carrier you use, and SMS email.

SMS Email address corresponds with your cell phone carrier. Here is a small list of SMS gateway addresses. If you don't see your carrier, please contact them for your information.

| Carrier | Email to SMS gateway |
|---|---|
| Alltel | [insert 10-digit number] @message.alltel.com |
| AT&T | [insert 10-digit number] @txt.att.net |
| Boost Mobile | [insert 10-digit number] @myboostmobile.com |
| Cellcom | [insert 10-digit number] @cellcom.quiktxt.com |
| Sprint | [insert 10-digit number] @messaging.sprintpcs.com |
| T-Mobile | [insert 10-digit number] @tmomail.net |
| US Cellular | [insert 10-digit number] @email.uscc.net |
| Verizon | [insert 10-digit number] @vtext.com |
| Virgin Mobile | [insert 10-digit number] @vmobl.com |

6. Click Register SMS
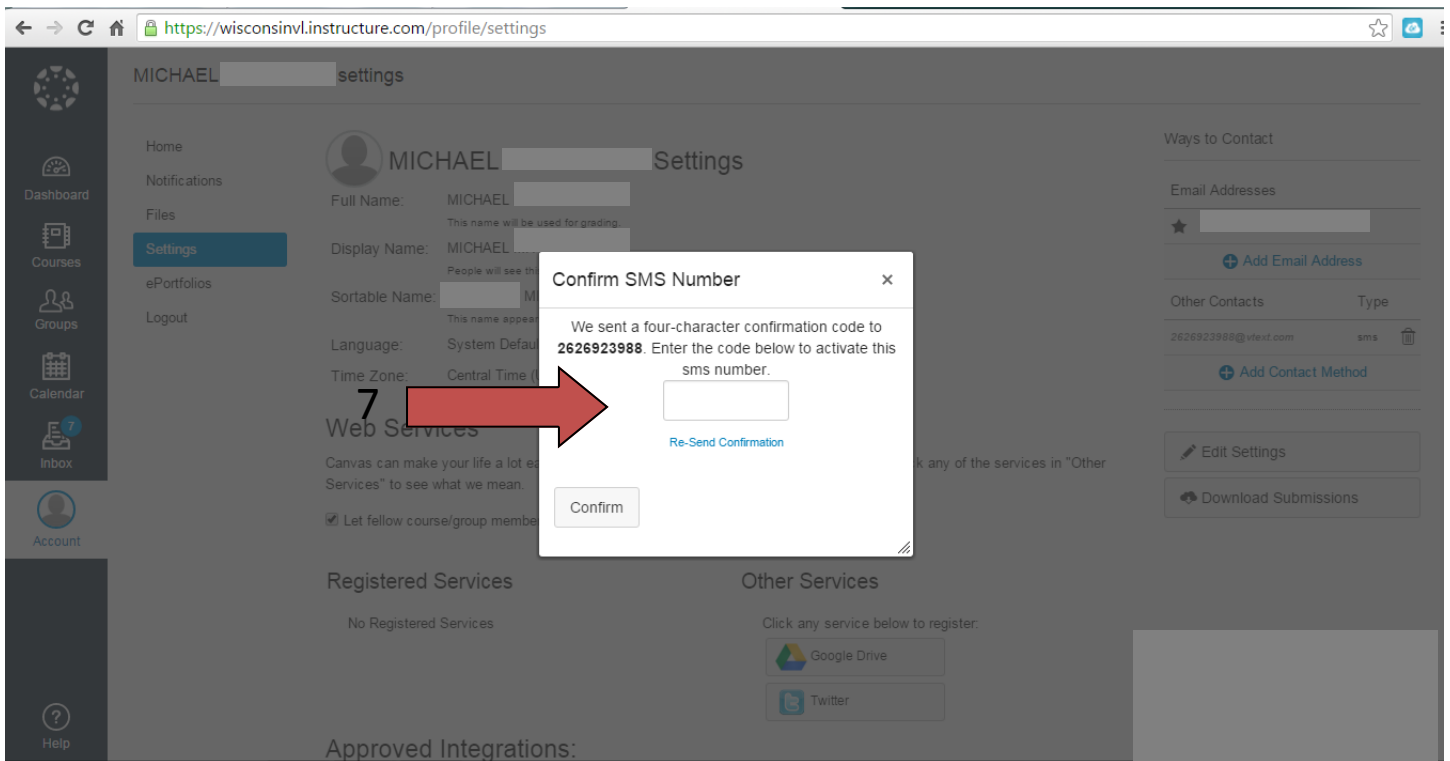
7. Enter the confirmation code that should be sent to your cell phone and press confirm.
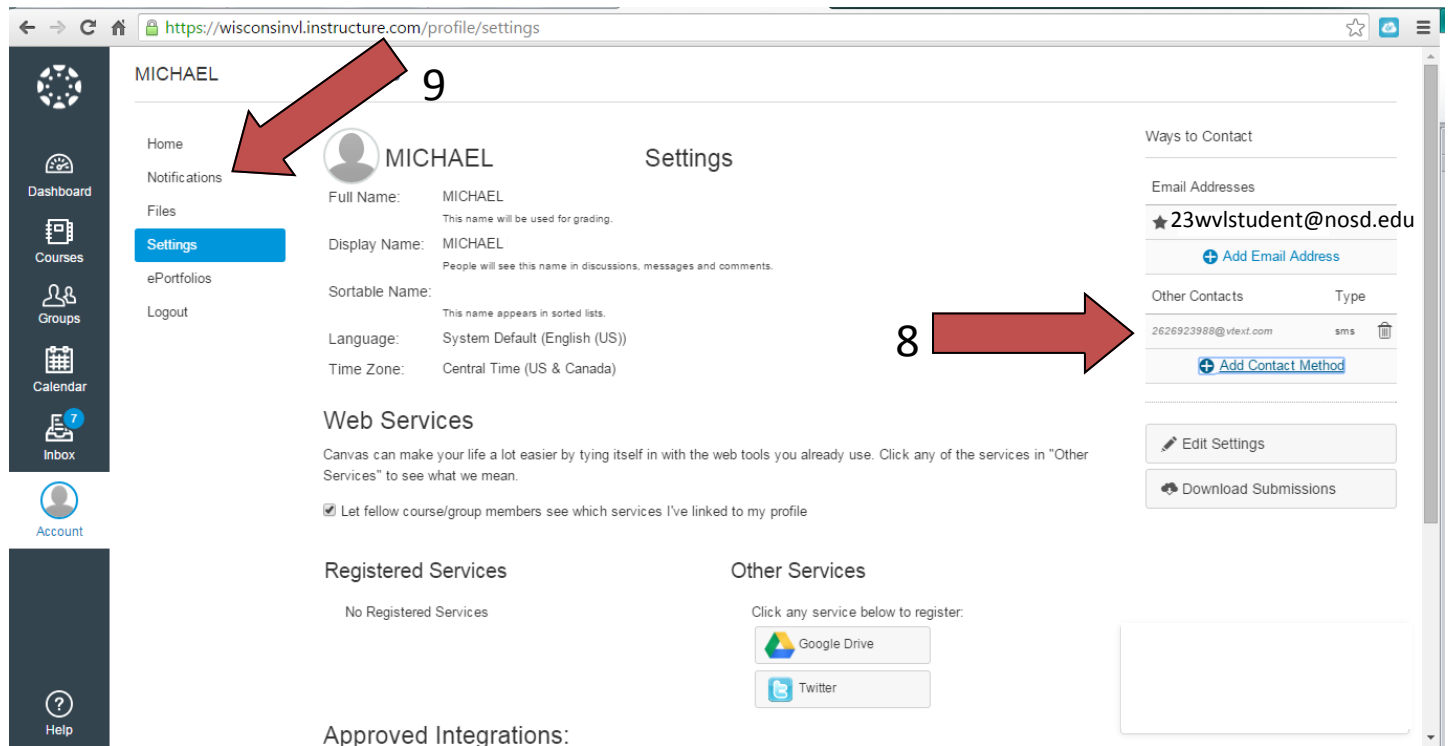


8. You should see the number you entered listed under Other Contacts now.

9. Next click, Notifications

10. A new column appears with the cell number you submitted. Roll your mouse over each row and you can set how often you want to receive notifications for each area.