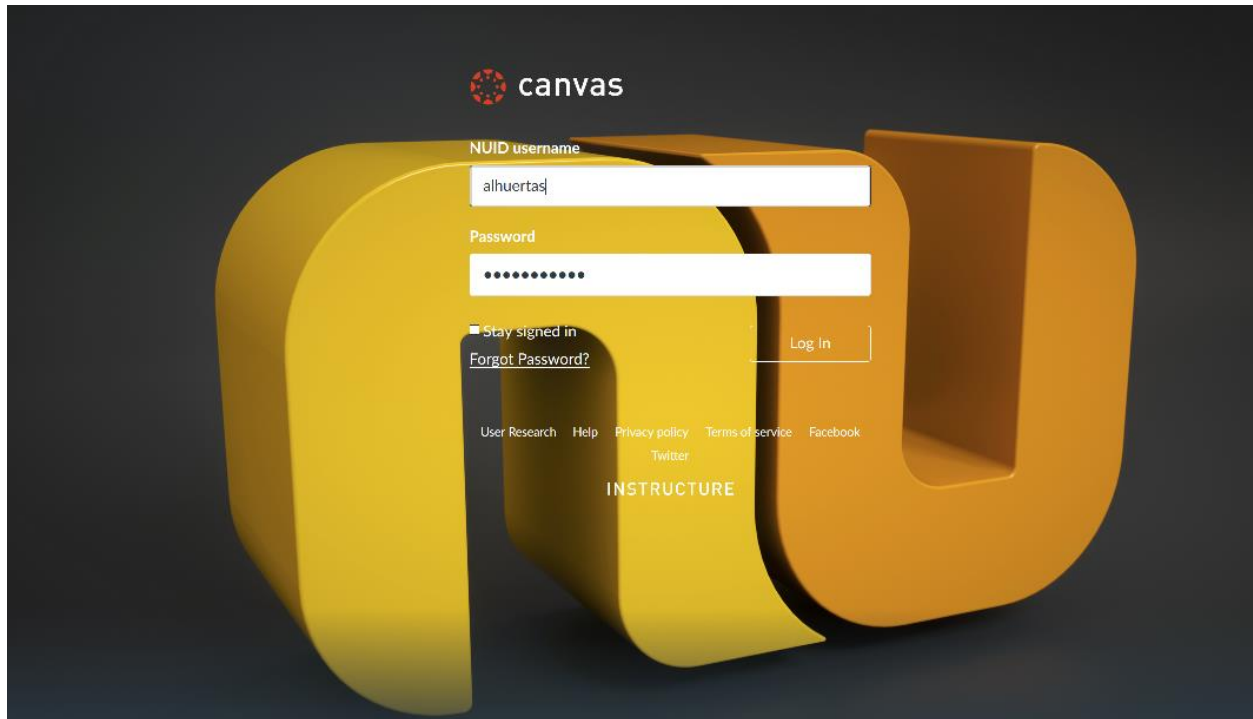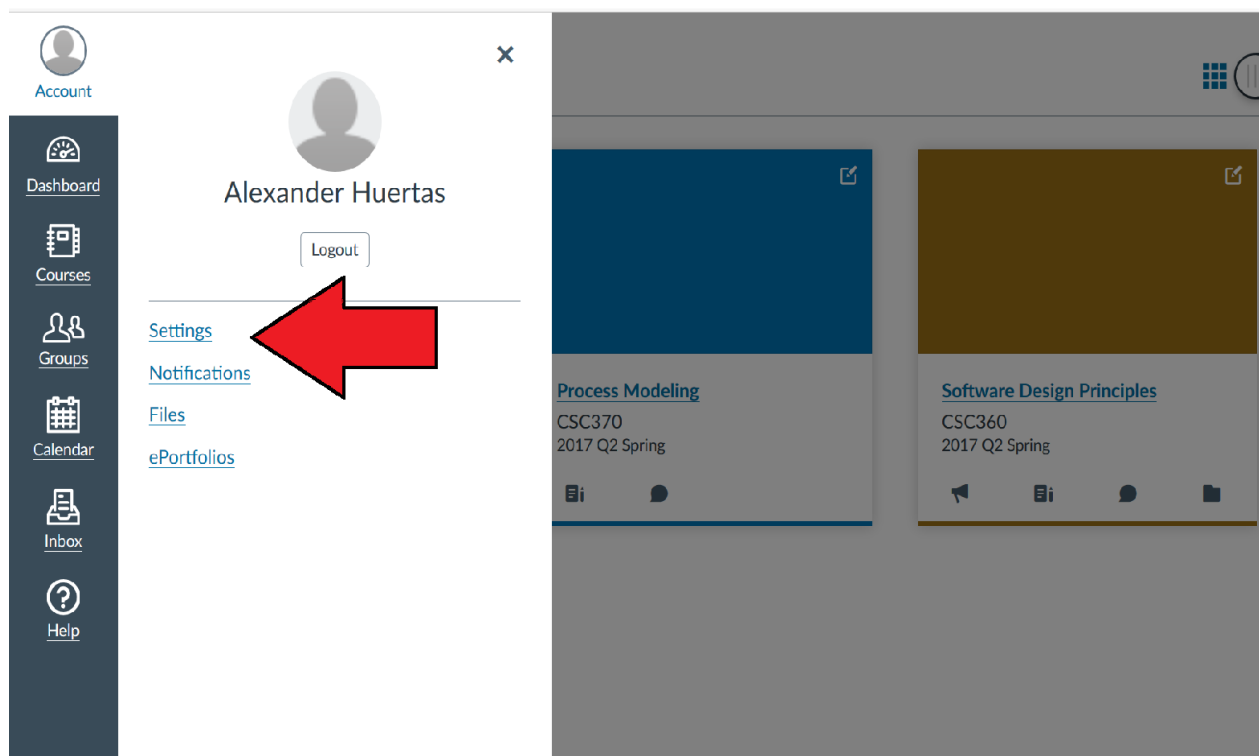# NU Buddy Guide to retrieving an access token.

Step 1. Login in to Canvas

    To get the correct information from your Neumont LMS account, you will need to login first. Remember to click the stay signed in checkbox before you log on.

Step 2. Go into the account settings

Step 3. Create an access token.

Approved Integrations:

These are the third-party applications you have authorized to access the Canvas site on your behalf:

App	Purpose	Dates		
User-Generated	CapstoneTesting	Expires: never Last Used: Apr 17 at 1:33pm	details	🗑
Cranium Cafe	To Sync your Canvas account with Cranium Cafe	Expires: never Last Used: Oct 12, 2016 at 7:07am	details	🗑

➕ New Access Token

As you create your access token, fill out the required fields.

New Access Token   ✕

Generate an Access Token

Access tokens are what allow third-party applications to access Canvas resources on your behalf. These tokens are normally created automatically for applications as needed, but if you're developing a new or limited project ↗ you can just generate the token from here.
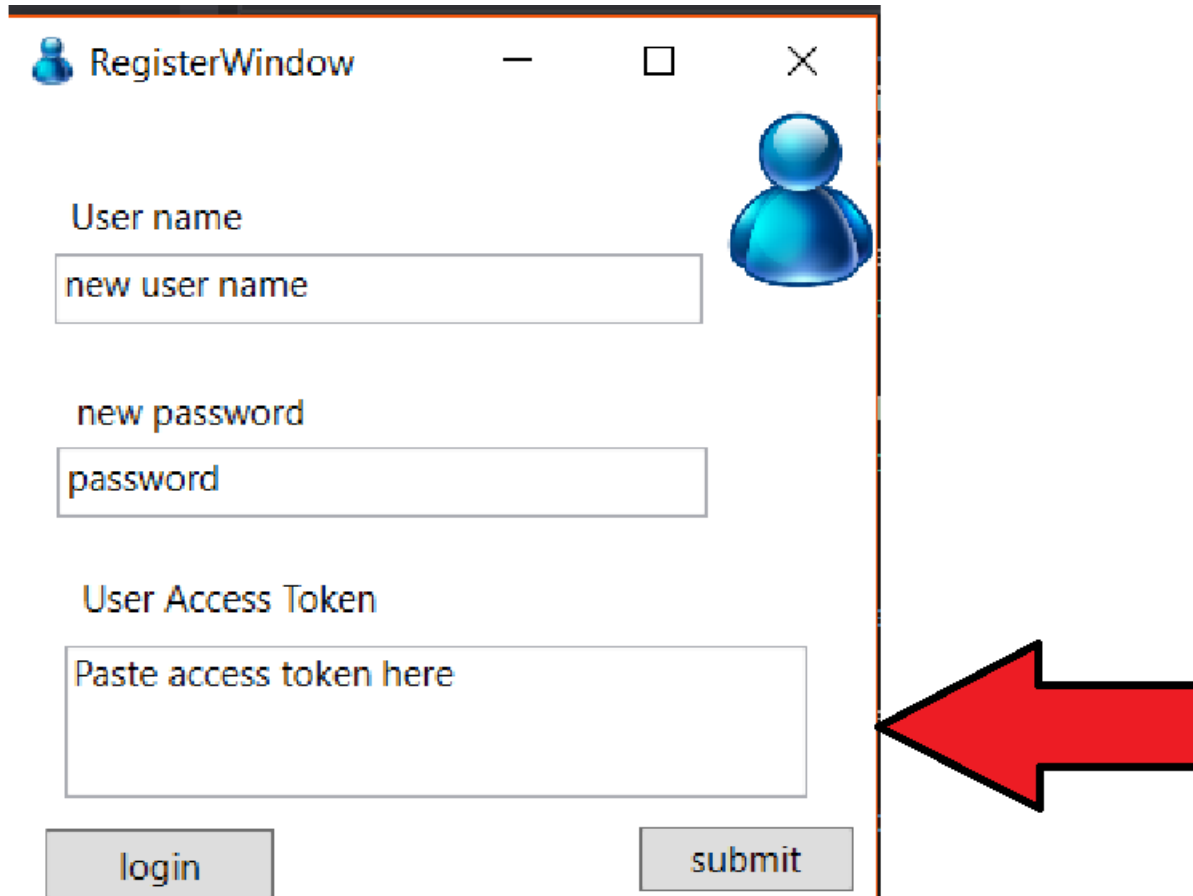
Purpose: [   ]

Expires: [   ] 📅

leave blank for no expiration

Cancel   Generate Token

Note you can those to determine how long the token can last when choosing the expiration date. Feel free to create one that last as long as you are in Neumont. For testing purposes I left mine to expire never.

Remember to save the access token somewhere safe. It never hurts to have one just in case!

Step 4. Copy and paste the access token in the specified spot in the application during the registration process.

This process appears when you register in the application! Once you fill out the form, login and enjoy the features provided by NU Buddy!