

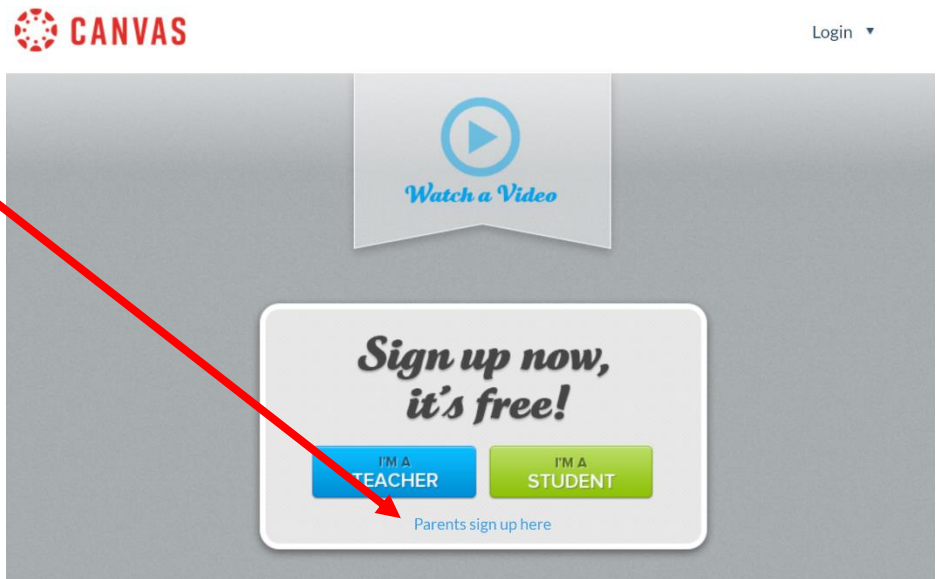
Canvas Learning Management System – New Parent Account

As a parent you will participate in the Canvas system as an “Observer.” This means you will not be included in the gradebook, will not be able to submit assignments, and will not be able to communicate with students in the class, etc. You will be able to communicate with the teacher and receive general and parent announcements for the course through the system. And, by adding a “Student Pairing Code” for your child, you will have access to their grades, assignment due dates, etc.

Signing up:

1. Before signing up for a parent account you will need to get that “Student Pairing Code.” First, make sure your student has signed up for a student account through Canvas. Then, go through that student account to generate a “Student Pairing Code.” a. Follow the link: <https://community.canvaslms.com/docs/DOC-15036-4212938128> for instructions on how to generate a pairing code from the student account. Make a note of that “Student Pairing Code,” as you will need it shortly.
2. Now, to get your parent account, go to https://canvas.instructure.com/register_from_website.
3. Select “Parents sign up here.”

4. Complete the info requested in the Parent Signup window, including the Student Pairing Code for your child. Agree to the terms of use and privacy policy, click “Start Participating,” and you’re in!



VERY IMPORTANT!!!!

1. Shortly after you sign up for your account you will get an email from either Canvas or Instructure. This email will ask you to verify your new account. **YOU MUST GO THROUGH THIS VERIFICATION PROCESS IN ORDER TO USE YOUR ACCOUNT!** Many people delete this email as spam and then have to start all over to set up a new account. Please be sure to take the time to verify your account!
2. When you log in to your Canvas account it will ask you to input your “Email” and “Password.” In the spot for “Email” **YOU MUST ADD THE USERNAME YOU USED FOR YOUR ACCOUNT!** Yes, it is definitely a flaw in the system, but if you just remember that it should say “Username” rather than “Email” you’ll be able to sign in.

Using Canvas:

The following information explains the “Student View” for Canvas. You will see a similar version but will not be able to participate in the same way a student can participate. You will not be able to work with student assignments, participate in class discussions, or communicate with students in the class. You will be able to access your child’s gradebook, view assignment due dates, and communicate with the teacher. Although the Zoom link may work on the Observer Page, please do not login to Zoom classes. You are welcome to observe your student attending class through their own login, but for security reasons, the teacher should be the only adult logged into the Zoom class sessions or interacting with students in the Zoom meeting.

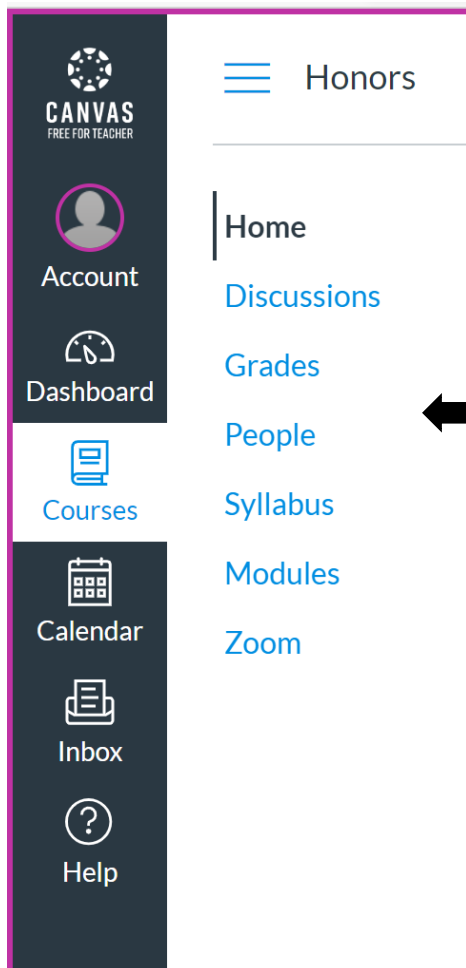
Account – Access to your account settings. Be sure to use an email address you check regularly. Also, use your first and last legal name in the system as this is how your official grade reports will appear.

Dashboard and Courses – A list of all classes you are taking through Canvas in different views.

Calendar – A list of important assignment reminders for all classes you are taking through Canvas. You can customize the calendar.

Inbox – A place to communicate with the teacher and other students in your class.

Help – Go here if you get stuck trying to do something within the system. You can also email the teacher. 😊



Home – The home page for your course with access to all the menus on the left.

Discussions – A place where the teacher may ask for feedback from students in the class.

Grades – Access to your online gradebook.

People – A way to communicate with members of your class without having to share personal contact information.

Syllabus – Find a copy of the course syllabus here.

Modules – Where you’ll find your assignments for download. This is also where you will submit completed work. Be sure to submit to the same module from where you downloaded the assignment.

Zoom – A link to your Zoom class meeting.