# CANVAS PARENT OBSERVER

A STEP BY STEP GUIDE

UPDATED FOR 2018-2019

# STUDENT PROVIDES PARENT WITH PAIRING CODE

1. Previously, parents could create a parent observer account with their child's student ID and birthday.

2. As of Fall 2018, students must now generate a pairing code to link an observer to their Canvas account. An observer can enter the pairing code when registering or, if they already have an observer account, in their User Settings Observing tab.

3. Students, be aware that you must create a separate pairing code for each observer who wants to link to your account.

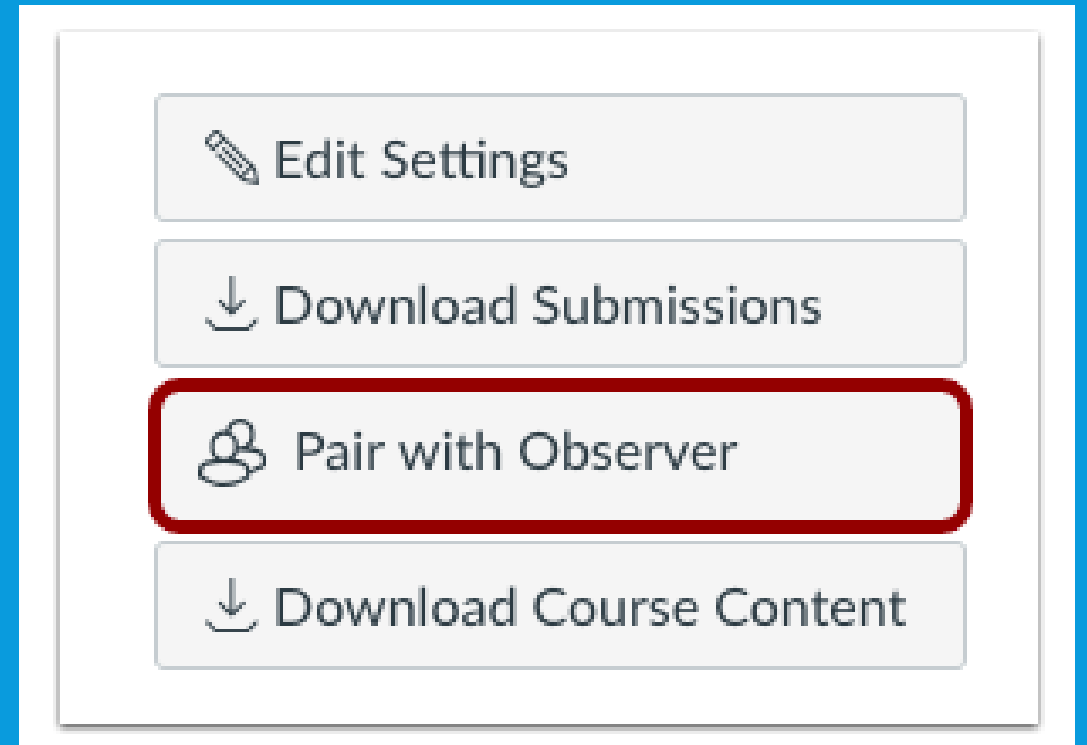# STUDENT DIRECTIONS

## Step #1 – Open Settings

- In Global Navigation, click the **Account** link [1], then click the **Settings** link [2].

# STUDENT DIRECTIONS
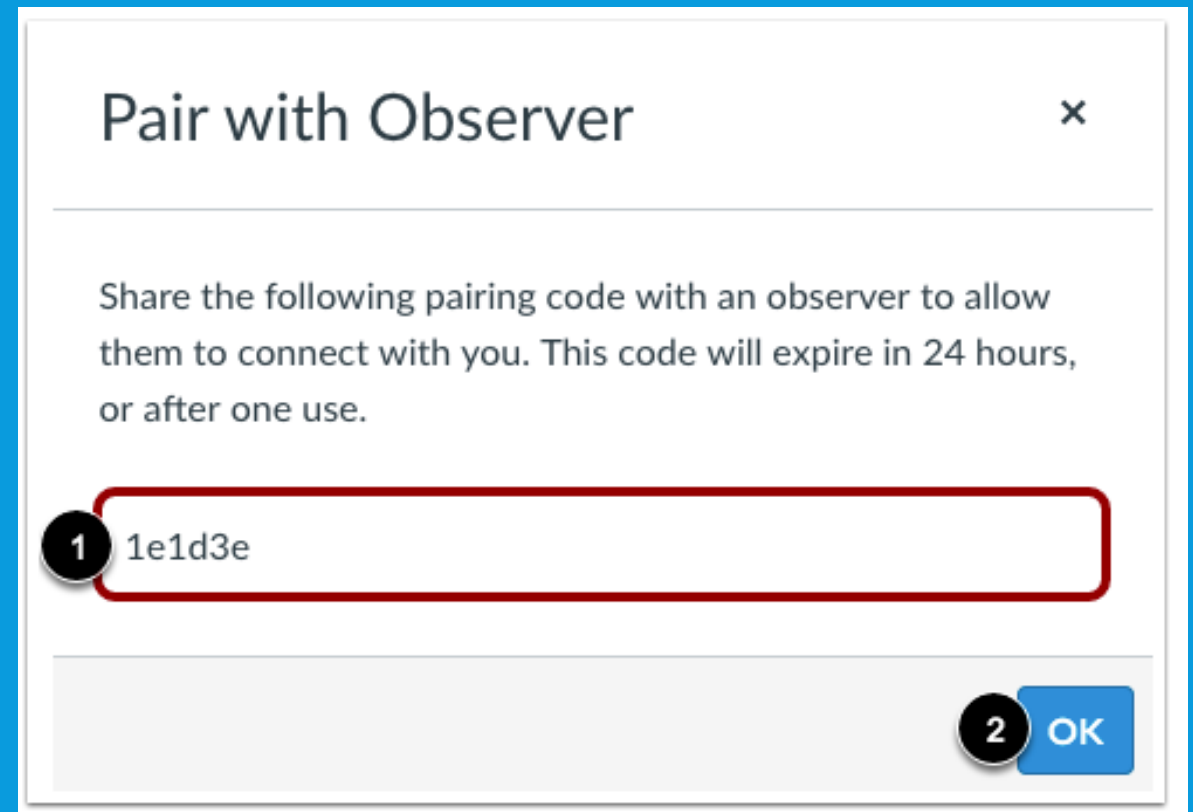
## Step #2 – Pair With Observer

- Click the **Pair with Observer** button.

# STUDENT DIRECTIONS

## Step #3 – Copy Pairing Code

- Copy the six-digit alphanumeric pairing code [1]. You will need to share the code with the observer who will link to your account. The pairing code will expire after 24 hours or its first use.

- To close the window, click the **OK** button [2].

# PARENT DIRECTIONS

## Step #1 – Open Canvas URL

- To begin, creating a **parent account** in Canvas you will need to launch **Google Chrome** and enter the institution's Canvas URL.
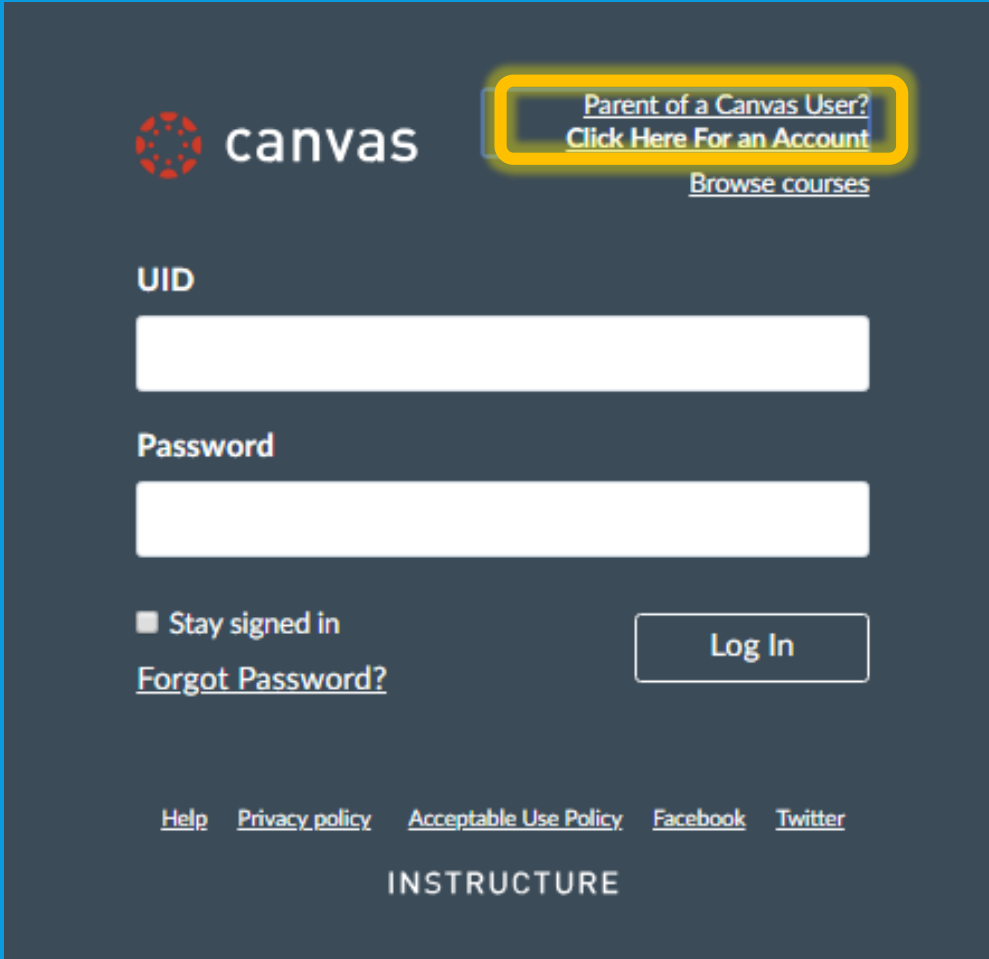
🔒 Secure | https://gcs.instructure.com/login/canvas

# PARENT DIRECTIONS

## Step #2 – Click to Register

- Click the account link at the top of the page.

# PARENT DIRECTIONS

## Step #3 – Enter Signup Details

· Enter the following information:

· Enter your name in the **Your Name** field.

· Enter your email in the **Your Email** field.

· Enter your password in the **Password** field.

· Re-enter your password in the **Re-enter Password** field.

· Enter a paring code to link your account to your student in the **Student Pairing Code** field.

· Agree to the terms of use by clicking the **You agree to the terms of use** checkbox.

· Click the **Start Participating** button.

# PARENT DIRECTIONS

## Step #4 – Begin Observing

- You can begin observing your student in Canvas immediately, but don't forget to verify your email.

- Learn how to observe additional students in your account.

- Learn how to modify your Canvas notification preferences.