

Canvas

Create a Parent Observer Account

This tutorial will guide you through the necessary steps to create an observer account in Canvas.

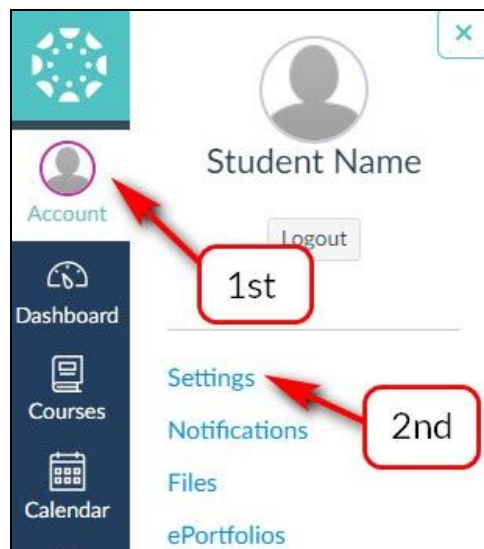
IUSD's Canvas Site: <https://iusd.instructure.com>

Step 1: Login to Your Student's Account

Visit <https://iusd.instructure.com> and have your student login to their district provided Canvas username (ex. 20StudentTest) and password. If you do not have access to your child's username or password, you can have a pairing code generated for you by emailing HelpDesk@iusd.org.



Once your student is logged in, please have them navigate to their User Settings by first clicking on Account in the left side menu and then clicking on Settings.



Once your student is in their User Settings, have them click on the Pair with Observer button on the right hand side of the page.

The screenshot shows the 'Emily Boone's settings' page. On the left is a navigation menu with 'Settings' selected. The main content area is titled 'Emily Boone's Settings' and includes sections for 'Full Name', 'Display Name', 'Sortable Name', 'Default Email', 'Language', and 'Time Zone'. Below this is the 'Ways to Log In' section with a table of login methods. To the right is the 'Ways to Contact' section with 'Email Addresses' and 'Other Contacts'. At the bottom right, a vertical menu contains 'Edit Settings', 'Download Submissions', 'Pair with Observer' (highlighted with a red circle and arrow), and 'Download Course Content'.

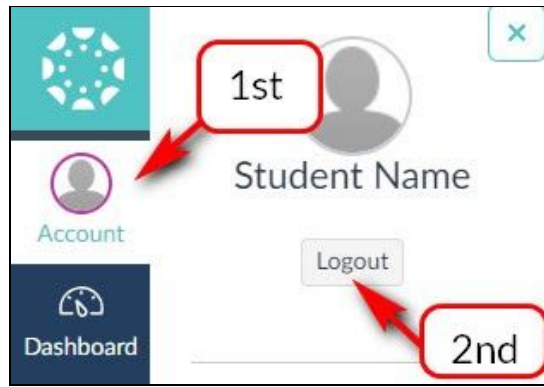
Organization	Login
Documentation Canvas	emily.boone.canvas@gmail.com
Documentation Canvas	emilyboone

Other Contacts	Type
For All Devices	push
1234567890@tmom...	sms

After clicking Pair with Observer. The pop-up below will appear with a six-digit alphanumeric code. Once you get this code, write it down or copy it because you will need it to pair your observer account with your student's account. Pairing codes expire within 7 days of being generated.

The pop-up dialog is titled 'Pair with Observer' and contains the following text: 'Share the following pairing code with an observer to allow them to connect with you. This code will expire in 24 hours, or after one use.' Below the text is a text input field containing the code 'a51067'. At the bottom right of the dialog is an 'OK' button.

Logout of your student's Canvas account by first clicking on Account, then Log Out.



Step 2: Create Your Observer Account

Once you are back at IUSD's Canvas homepage (<https://iusd.instructure.com>), click on *Click Here For an Account*.

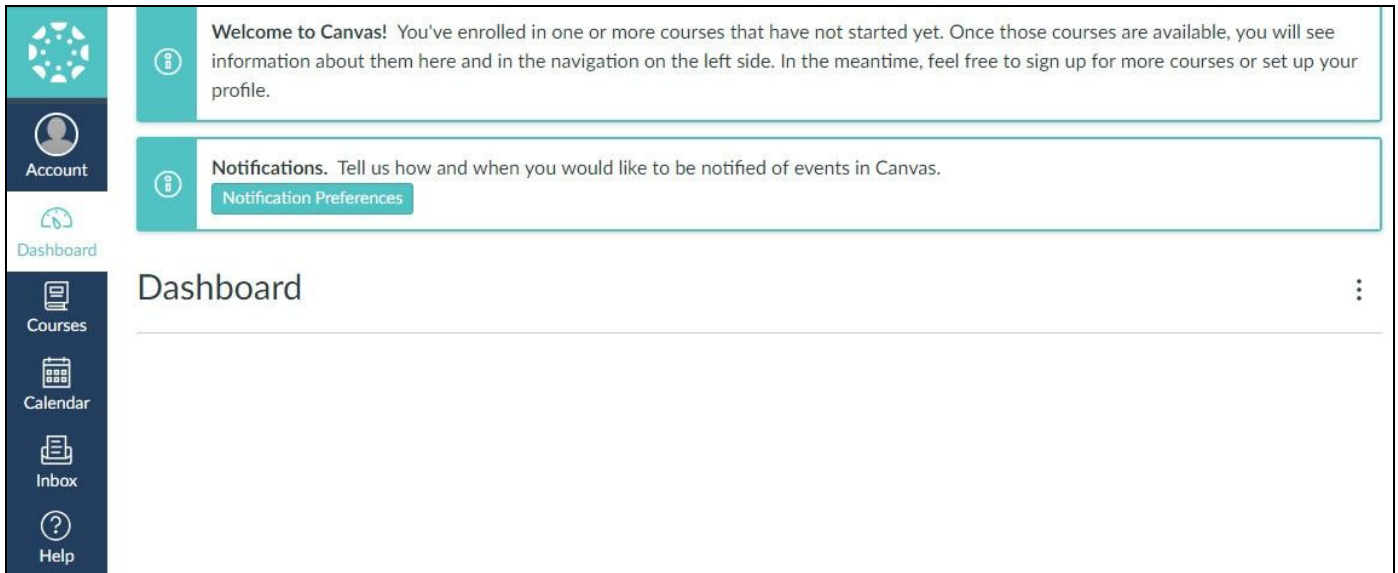


In the popup box, Enter your name, your email, then your pairing code. After you agree to the terms of use, click Start Participating to create your observer account.

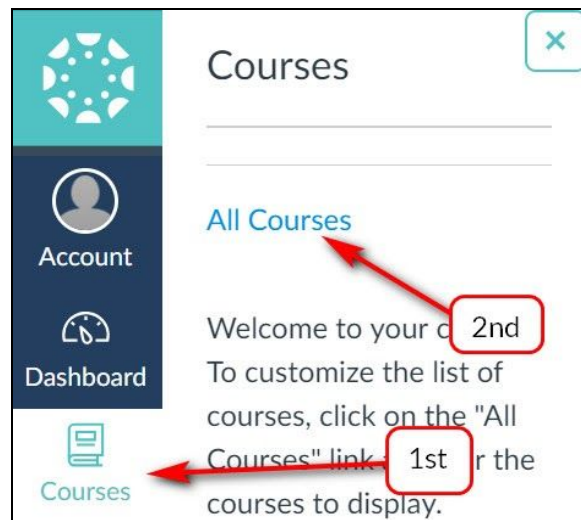
A screenshot of the 'Parent Signup' popup form. The form contains the following fields and elements:

- 'Your Name' text input field
- 'Your Email' text input field
- 'Password' text input field
- 'Re-enter Password' text input field
- 'Student Pairing Code' text input field with a link 'What is a pairing code?' to its right
- A checkbox labeled 'You agree to the terms of use and acknowledge the privacy policy.'
- 'Cancel' and 'Start Participating' buttons at the bottom right.

Once you do this, you will be logged in to your Canvas parent account and will see your Dashboard. Once you see this screen, you will have read-only access to view your student's Canvas content.



If you do not see any courses on your Dashboard, the course may not yet be made visible by the teacher, which keeps it hidden from students and parents until the teacher opens the course up. You can view a list of all your student's courses, visible or not, by clicking on Courses, then All Courses.



If you need to add another student to your parent observer account, please follow the instructions in this tutorial: <https://goo.gl/NyUWdX>

Please feel free to email HelpDesk@iusd.org for further assistance.

This document was created for Irvine Unified School District by the Information Technology Department.

Author: EdTech Help Desk

For technical assistance, please email helpdesk@iusd.org



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