Logging in

To log in to Canvas, you will go to [https://webbschool.instructure.com/login/canvas](https://webbschool.instructure.com/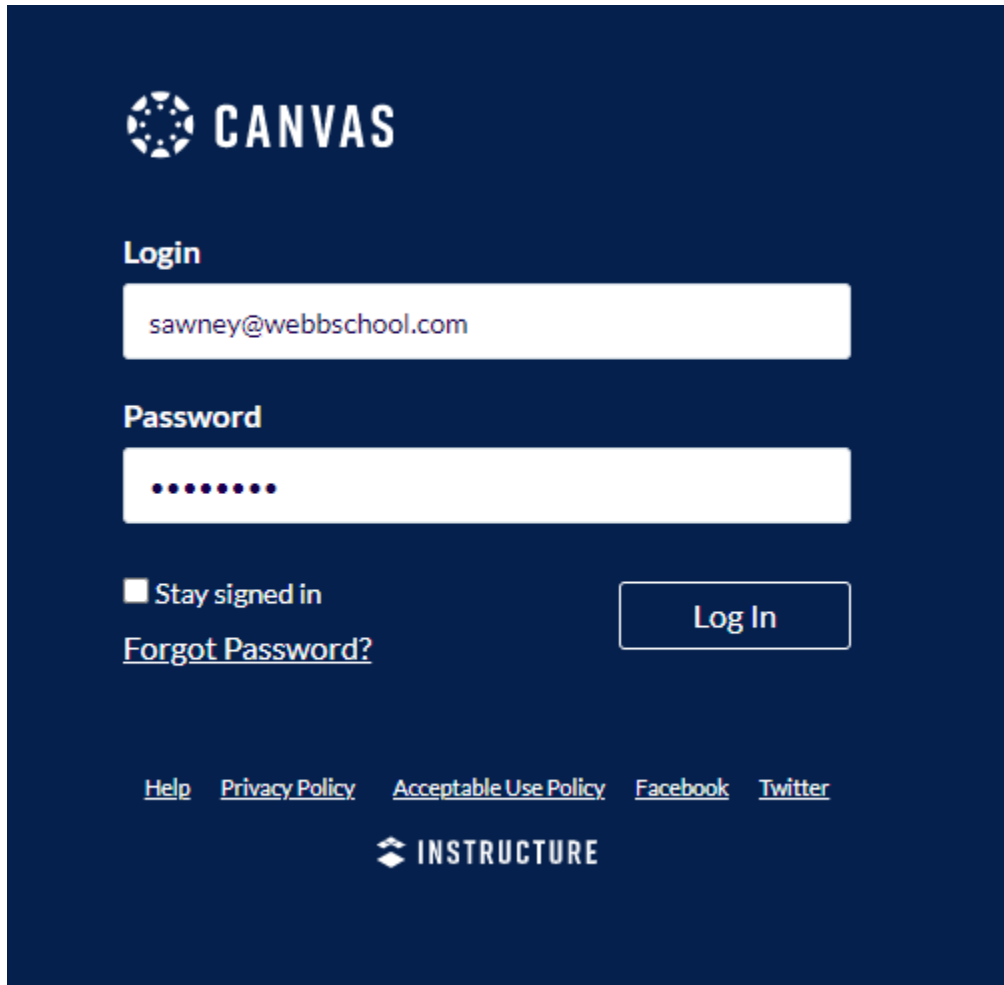login/canvas) - **this is NOT the same place that students use to log in**! You will log in using the same username you use to log into RenWeb/FACTS, and your password is webb1870. If you do not know your RenWeb/FACTS username, please email us and we can help you get in. If you share a device with your child, it may give you an error on trying to log in. Use a different device, or, if that is not an option, follow [this guide](#) on clearing site data and cookies.
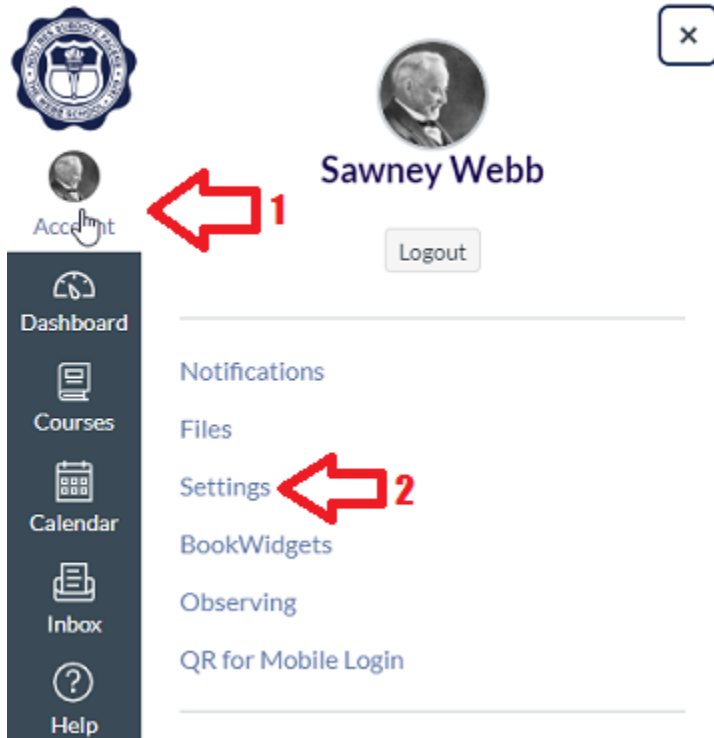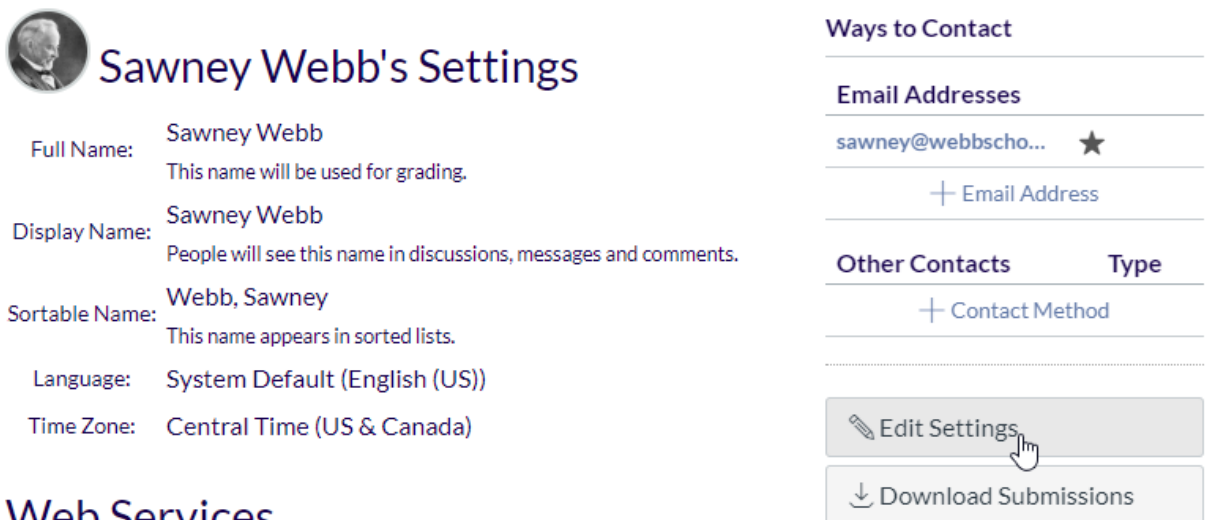
Changing your password

Once you're in, the next thing you need to do is change your password. To do this, click on the account button on the top left side of the screen, and click on settings.

On the right side, there will be a button that says "Edit settings". Click that, and then more options will show up in the middle of your screen.

Click on the checkbox next to "change password", and put in your old password, webb1870, and then whatever you want your new password to be.

Sawney Webb's Settings

Full Name:
Sawney Webb
This name will be used for grading.

Display Name:
Sawney Webb
People will see this name in discussions, messages and comments.

Sortable Name:
Webb, Sawney
This name appears in sorted lists.

Language:
System Default (English (US)) ▾
This will override any browser or account settings.

Time Zone:
Central Time (US & Canada) (- ▾

Password: ☑ Change Password

Password For:
sawney@webbschool.com ▾

Old Password:

New Password:

Confirm Password:

Cancel   **Update Settings**
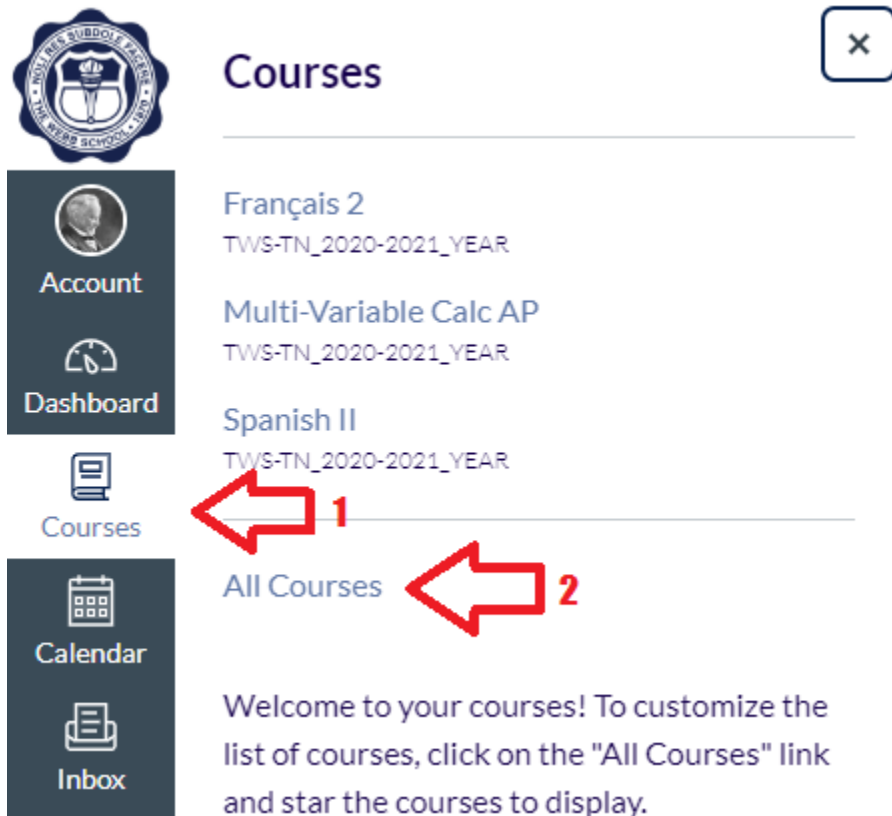
Logging into the Canvas Parent app on your phone

Now that you've logged in and changed your password, you can now access the Canvas Parent app on your phone! It is available for iOS on the Apple Store and for Android on the Google Play store. Once you have that downloaded and open, go back to Canvas on your computer. Click on the account button on the left side and look for the "QR Code for Mobile Login" button.

Click proceed after pressing the QR Code for Mobile Login button, and it will display a QR on your screen. On your phone, open your app, and press the "QR Code" button. It may ask you for permission to access your camera – press accept and point it at the screen so it can scan the code. You're in!

Accessing classes

Now, all of your child's classes should be showing up on the dashboard, but if they are not, or if there are too many to display, you can go over to the sidebar, click on the "Courses" button, and click "All Courses".

Courses

Account

Dashboard

Courses

Calendar

Inbox

Français 2
TWS-TN_2020-2021_YEAR

Multi-Variable Calc AP
TWS-TN_2020-2021_YEAR

Spanish II
TWS-TN_2020-2021_YEAR

1

All Courses

2

Welcome to your courses! To customize the list of courses, click on the "All Courses" link and star the courses to display.

Now, returning to the dashboard, you can click on any class. It will open the page for the class, and here you can access grades, announcements, and more. Not all classes will have the same links on the side.

Notification Settings

Now, the moment you have all been waiting for - changing your notification settings. To do this, go to the sidebar, click on account, and click on notifications.
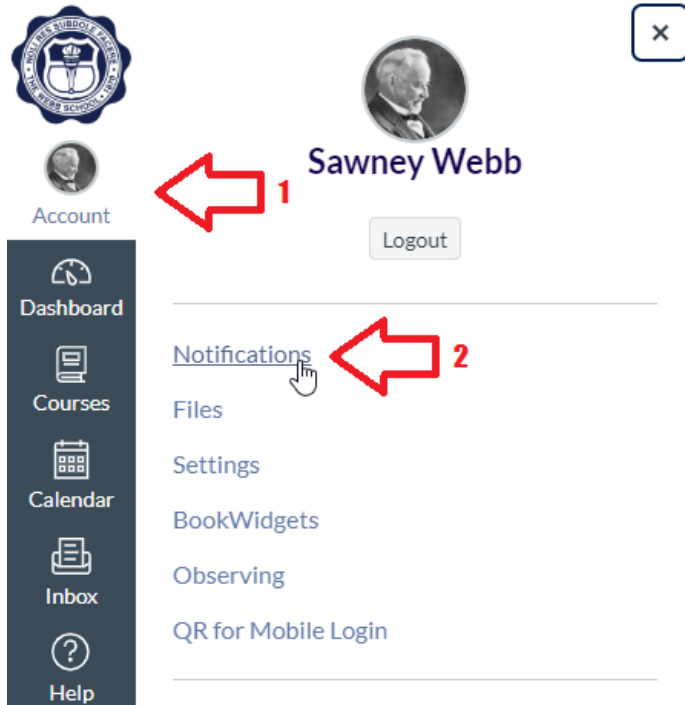
You should arrive at this page.

Notification Preferences

✓ Notify me right away   🕐 Send daily summary   🗓 Send weekly summary   ✕ Do not send me anything

☐ Show name of observed students in notifications.

Course Activities	Email Address sawney@webbschool.com
Due Date	✓ 🕐 📅 ✕
Grading Policies	✓ 🕐 📅 ✕
Course Content	✓ 🕐 📅 **✕**
Files	✓ 🕐 📅 **✕**
Announcement	**✓** 🕐 📅 ✕
Announcement Created By You	✓ 🕐 📅 **✕**
Grading ☐ Include scores when alerting about grades. If your email is not an institution email this means sensitive content will be sent outside of the institution.	**✓** 🕐 📅 ✕
Invitation	**✓** 🕐 📅 ✕
Submission Comment	✓ **🕐** 📅 ✕
Blueprint Sync	✓ **🕐** 📅 ✕

In here, you will have the option to change which notification you will receive, and how often you will receive them. You can choose to get them immediately, at the end of the day, once a week, or not at all.