

Parent Access to the Spartan Learning Portal



What is the Spartan Learning Portal?

The Spartan Learning Portal is the electronic learning management system used by teachers and students at Garden Spot High School and Middle School. Canvas by Instructure is the name of the company that administers the Spartan Learning Portal for the Elanco School District. Teachers will utilize this system to make learning resources available to students, as well as to post homework and class announcements.

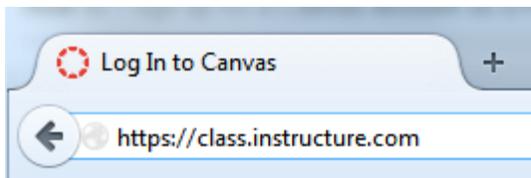
Parents have the ability to create their own “observer” account that provides access to all of their child’s courses so they can see assignment due dates, announcements, and other course content. Observers can view the course content, but cannot participate in the course.

How do I sign up for a Spartan Learning Portal account as a Parent?

The following instructions explain how parents can self-register for an observer account for Elanco’s Spartan Learning Portal.

In order to register for a Parent-Observer Account, parents will need to know their son/daughter’s Spartan Learning Portal username and password.

Open the Spartan Learning Portal URL



In a browser window, enter the Spartan Learning Portal URL: **class.instructure.com**

Click to Register



Click on the link below Parent of a Canvas User? – **Click Here for an Account**

Enter Contact Information

Parent Signup

Your Name*

Your Email*

Child's Username*

Child's Password*

You agree to the [terms of use](#) and acknowledge the [privacy policy](#).

Enter the following information:

1. Enter your name in the name field.
2. Enter your email in the email field.
3. Enter your child's username in the child's username field.
4. Enter your child's password in the child's password field.
5. Agree to the terms of use by clicking the **You agree to the terms of use** check box.
6. Click the **Start Participating** button.

Use Canvas

Welcome to Canvas! ✕

Your account is almost set up. To finish, please check your email at **bill.sanderson.canvas@gmail.com** to set your password.

You can start participating now, but you must set a password before you can log back in.

Get Started

While your account is not entirely set up, you can begin participating in Canvas immediately by clicking the **Get Started** button. To finish registering for Canvas, log into your email account.

Complete Registration Process

Confirm Registration: Canvas Inbox x Print Share

Instructure Canvas <notifications@instructure.o> 3:17 PM (0 minutes ago) ☆ Reply More

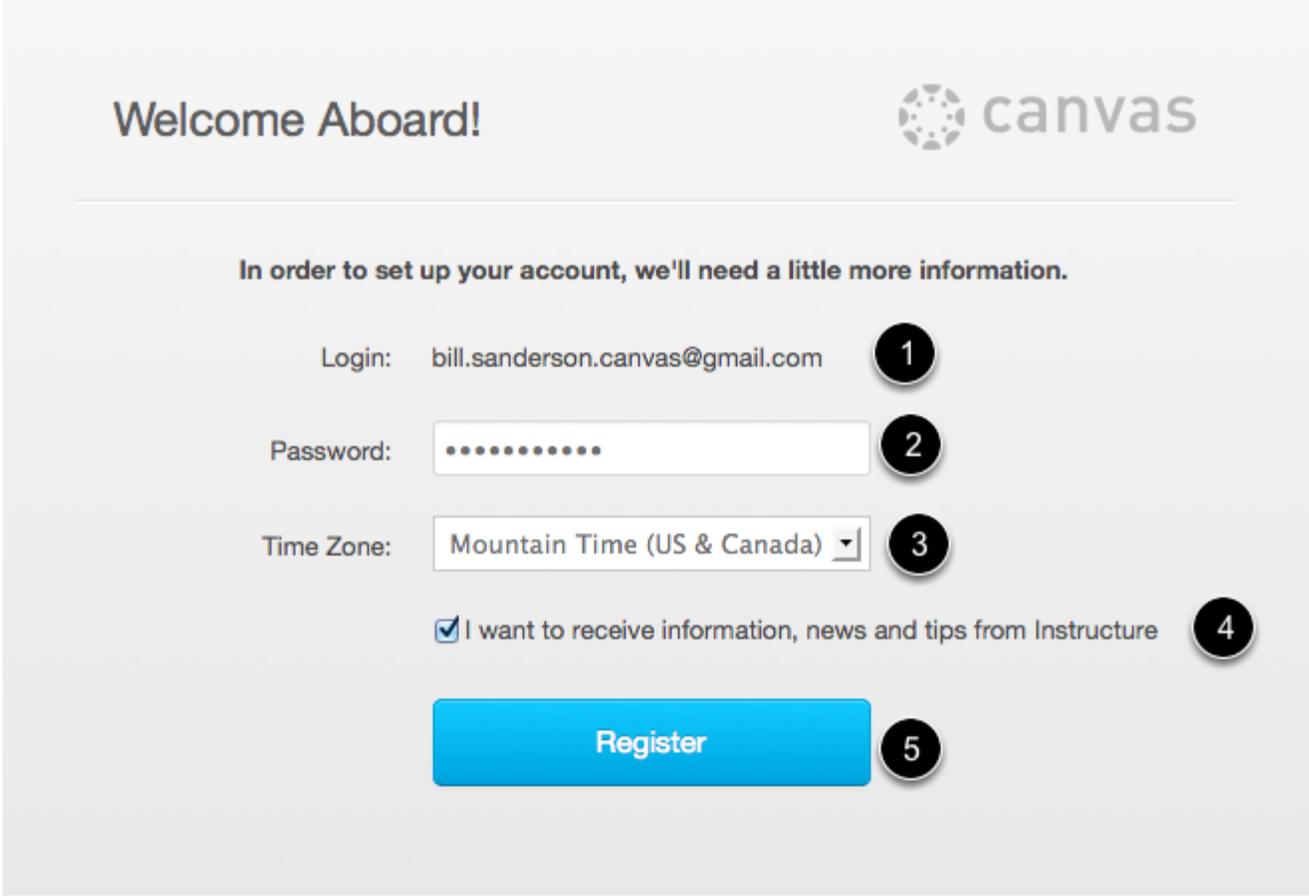
to me ▾

Thank you for registering with Canvas! This email is confirmation that the user Bill Sanderson is registering for a new account at canvas.instructure.com.

To finish the registration process, please visit the following url:
<https://canvas.instructure.com/register/OxLAqC2bPDWLP4jbB5sNgHUak>

Open the email from Instructure Canvas. Click the link provided to visit the provided URL and complete the registration process.

Register for a Parent Account



Welcome Aboard! 

In order to set up your account, we'll need a little more information.

Login: bill.sanderson.canvas@gmail.com **1**

Password: **2**

Time Zone: Mountain Time (US & Canada) **3**

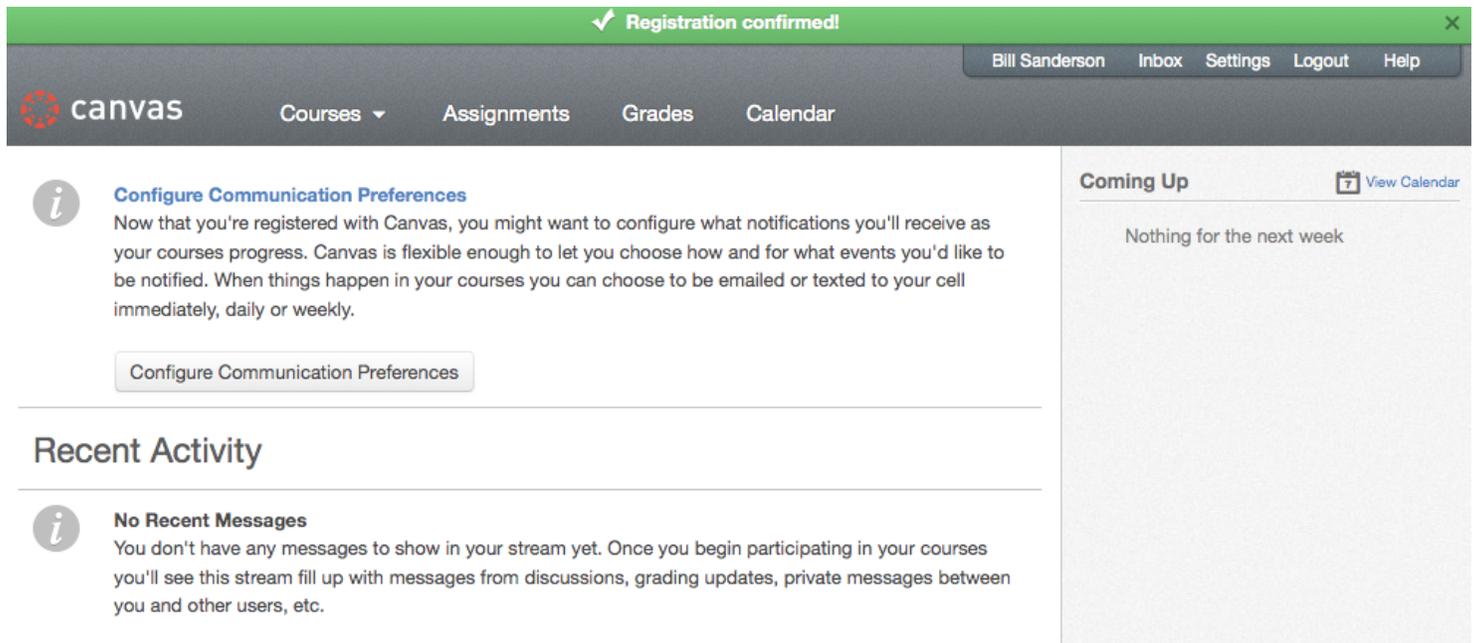
I want to receive information, news and tips from Instructure **4**

Register **5**

To complete the registration process fill out the following fields:

1. Verify your email in the login field.
2. Set your password by typing in the password field.
3. Set your timezone by selecting the time zone drop-down menu.
4. To receive information from Instructure click on the **I want to receive information, news and tips from Instructure** checkbox.
5. Click the **Register** button. You will be redirected to the Canvas URL login page for your account.

View Dashboard



Registration confirmed!

Bill Sanderson | Inbox | Settings | Logout | Help

canvas | Courses | Assignments | Grades | Calendar

Configure Communication Preferences
Now that you're registered with Canvas, you might want to configure what notifications you'll receive as your courses progress. Canvas is flexible enough to let you choose how and for what events you'd like to be notified. When things happen in your courses you can choose to be emailed or texted to your cell immediately, daily or weekly.

Configure Communication Preferences

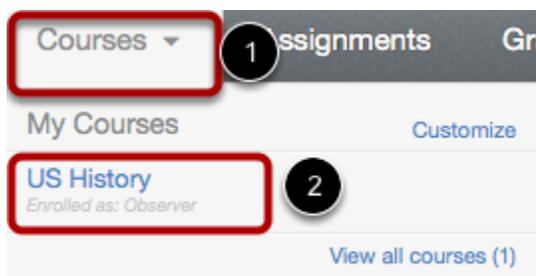
Recent Activity

No Recent Messages
You don't have any messages to show in your stream yet. Once you begin participating in your courses you'll see this stream fill up with messages from discussions, grading updates, private messages between you and other users, etc.

Coming Up | View Calendar
Nothing for the next week

View the dashboard of your Canvas account.

View Course



Courses | 1 Assignments | Gr

My Courses | Customize

US History | 2
Enrolled as: Observer

View all courses (1)

Click the **Courses** link [1] and click the title of the course [2] to view the course your student is enrolled in.

Learn how to [observe additional students](#) in your account.

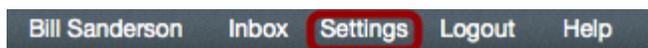
How do I link to another student as an Observer?

If you signed up for a Canvas account as a parent and linked yourself to a student, you can add additional students to observe within the same institution.

Notes:

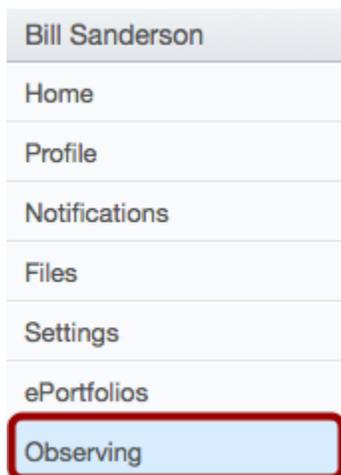
- You cannot add students whose accounts are not within the same institution (Canvas URL) as yours. To observe students in another institution, you must sign up for an account using that institution's Canvas URL.
- The Observing page does not display names for student accounts added by the institution via SIS import.

Open Personal Settings



In the Help Corner, click the **Settings** link.

Open Observing



Click the **Observing** link.

Add Student

🏠 > [Bill Sanderson](#) > Observing

Observing

Username **1**

Password **2**

Add Student **3**

Students Being Observed

Nora Sanderson

In the Username [1] and Password [2] fields, enter the student's username and password.

Click the **Add Student** button [3].

View Student

[Home](#) > [Bill Sanderson](#) > Observing

Observing

Username

Password

Add Student

Students Being Observed

Nora Sanderson

Charlie Sanderson



View the new student you are observing.