

Parent Canvas Guide



Introduction

Parents with students in grades 3-12 will view assignments and grades Canvas. This document is designed to help you get connected. Canvas will allow you to engage in your students' education and view assignments, events, and grades in much more detail. Canvas will also serve as a means of communicating directly with the classroom teacher.

Note Grades K-2 - Parents with students in grades K-2 should continue to use ProgressBook to see student grades and report cards.

Note Report Cards - Report cards will continue to be available for all grades K-12 in ProgressBook. Grades in Canvas will be transferred to the report card in ProgressBook at the end of each quarter.

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Types of Parent Access

You have two options for how you view your student's Canvas information: with an Observer Role in the class (using your home computer), or by using the Canvas Parent App (on your cell phone).

Canvas Observer Role (using your home computer to view student progress) - Using the Canvas observer role, parents can view their students' course content (assignment due dates, assignments, course modules, etc.). When a parent creates a Canvas "Observer" account, they can link to their student's account and follow their student in Canvas. [Parent Visibility/Participation as an Observer](#)

Canvas Parent App (using your cell phone to view student progress) - The Canvas parent app is a simplified version of student view. With the Canvas Parent app, you can view a student's course events, upcoming assignments, and grades. You can also add and view multiple students in your account.

How do I choose?

Observer role is a more detailed view of a course (course pages, assignments, quiz index, discussions-if allowed, messaging option to teacher and your student, grades, syllabus, announcements, calendar) - **Setup directions begin on Page 3**

Parent app is a simplified view (student course calendar, grades, assignments) - **Setup directions begin on Page 7 (This is the option most parents will want)**

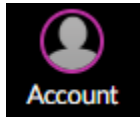
Note - You can set up BOTH if you would like!

Creating a Canvas Observer Role (using your home computer to view student progress)

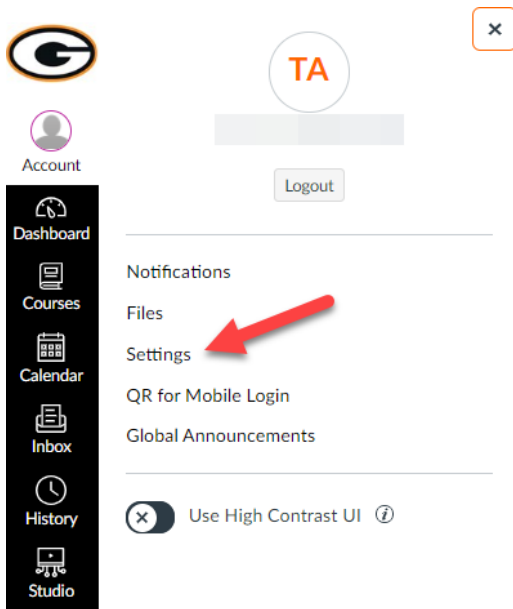
Parents have the ability to view their students' course content (assignment due dates, assignments, course modules, etc.) by creating a Canvas "Observer" account that is linked to their student(s) account.

Step 1 - Your student should login to their Canvas account on their chromebook.

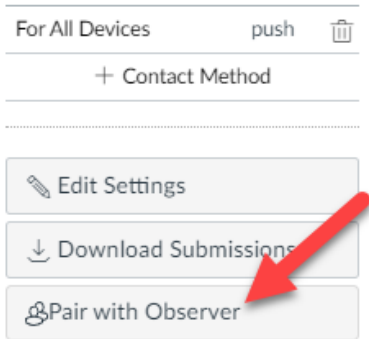
Step 2 - Once logged in, they should click the "Account" button.



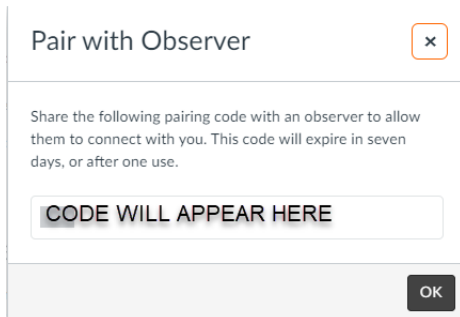
Step 3 - Click "Settings"



Step 4 - In the right menu click “Pair with Observer” button

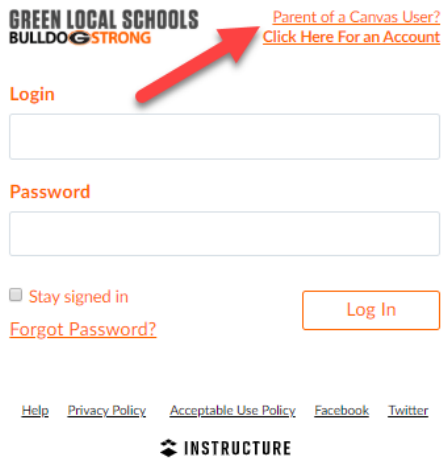


Step 5 - A window will open with a code. Write this code down



Step 6 - On the parent computer go to qlsd.instructure.com/login/canvas

Step 7 - Click “Parent of a Canvas User?”



Step 8 - Complete the parent Signup. Be sure to use an email that you check regularly (Green employees should not use their school email). Use the Student Pairing Code from Step 5 where indicated.

Parent Signup x

Your Name*

Your Email*

Password*

Re-enter Password*

Student Pairing Code* [What is a pairing code?](#)

I'm not a robot

[View Privacy Policy](#) [Cancel](#) [Start Participating](#)

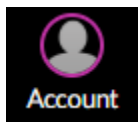
Step 9 - You will use this login to connect to Canvas as an observer for your student. Click “Start Participating”.

Add Additional Students to Canvas Observer Role (using your home computer to view student progress)

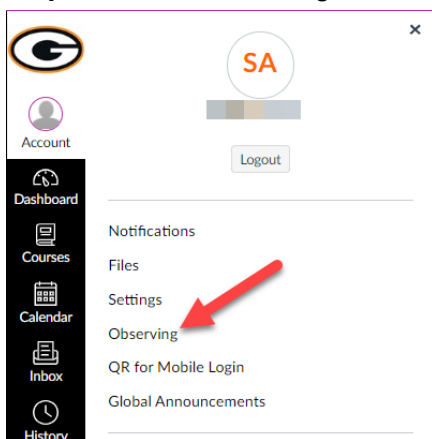
Step 1 - Next student needs to get you the pair code (Steps 1-6 above)

Step 2 - To add another student, the parent must be logged into their account on the computer.

Step 3 - In the Parent account, Click “Account”



Step 4 - Click “Observing”



Step 5 - Type in the pairing code from Step 1 (this should be a different code than the first student)

Observing

Student Pairing Code

+ Student

Students Being Observed

• **ELLAMARCOCHINO**

Step 6 - Click "+Student" button

If you need to add an additional student, repeat Steps 1-6.

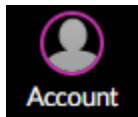
Canvas Parent App (using your cell phone to view student progress)

While Green staff and students have been using Canvas all year, we are still learning how to make the most out of this great tool. So please be patient with our teachers as they do their best to provide information in Canvas. Not all teachers will use all the features of Canvas at this time, but they will continue to learn.

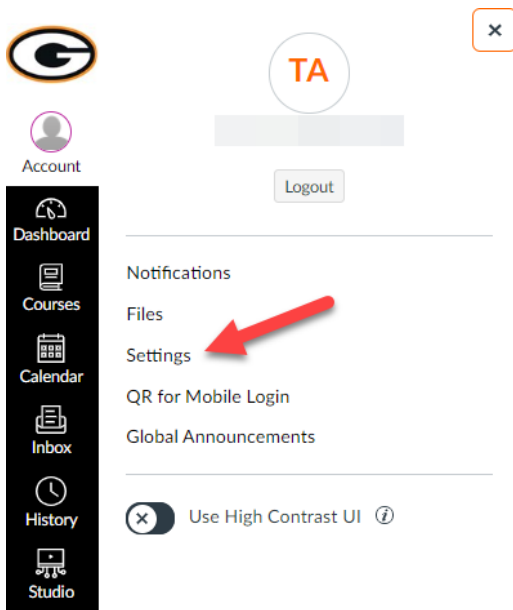
[This short video describes the account creation process](#) (steps are provided below). Please note **Green Elementary Schools WILL NOT be sending home the pairing codes**. ALL pairing codes are generated from the student. You can help your student generate them as described in the steps below.

Step 1 - Your student should login to their Canvas account on their chromebook.

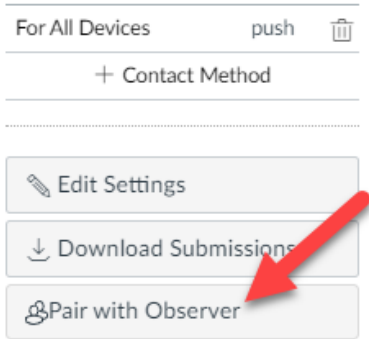
Step 2 - Once logged in, they should click the “Account” button



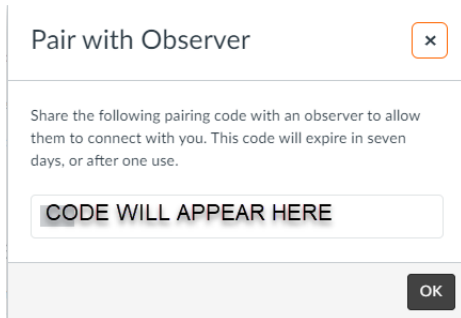
Step 3 - Click “Settings”



Step 4 - In the right menu click “Pair with Observer” button



Step 5 - A window will open with a code. Write this code down



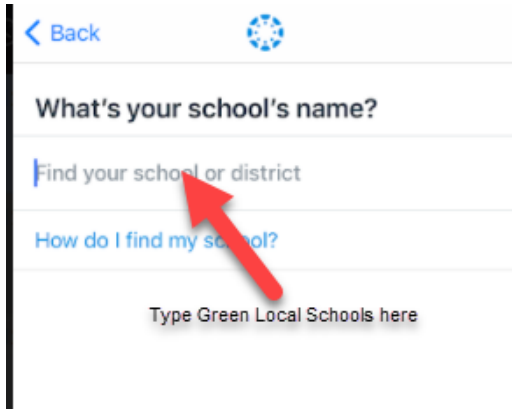
Step 6 - Parents should download the Canvas Parent App on their phone.



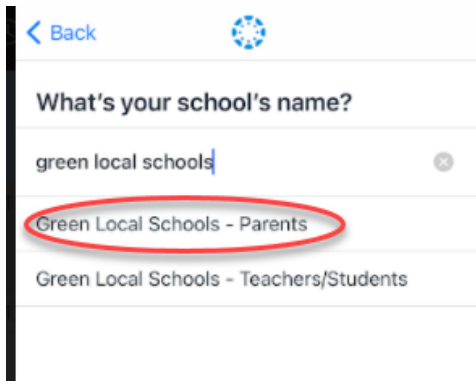
Step 7 - Open the Canvas Parent App and click “Find School”



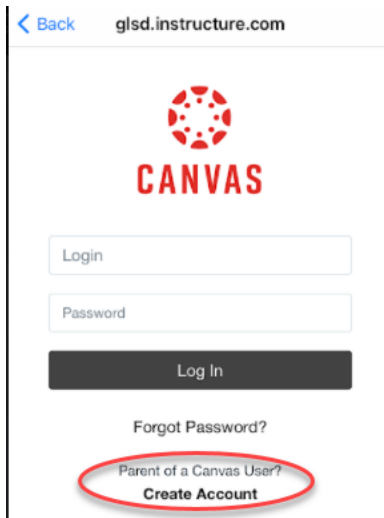
Step 8 - In the “What’s your school name?” box type “Green Local Schools”



Step 9 - When you see “Green Local Schools - Parent”, click that as your choice.



Step 10 - On the Login screen, click “Parent of a Canvas User? Create Account.”

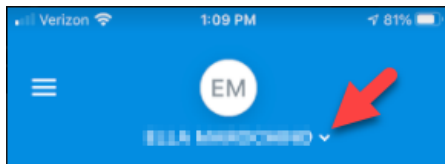


Step 11- Complete the parent Signup. Be sure to use an email that you check regularly (Green employees should not use their school email). Use the Student Pairing Code from Step 5 where indicated.

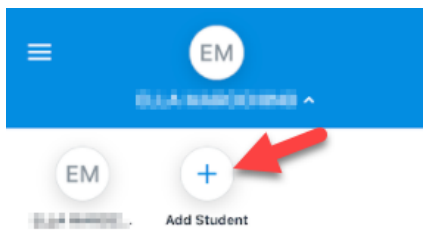
Adding Additional Students to Canvas Parent App (using your cell phone to view student progress)

Step 1 - Next student should repeat Steps 1-4 above

Step 2 - In the parent app, tap on the student name at the top of the screen.

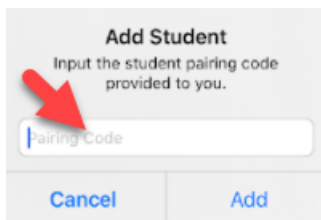


Step 2 - Tap the “+ Add Student” button



Step 3 - Tap “Pairing Code”

Step 4 - Type in the pairing code from your student



Step 5 - Tap the “Add” button

If you need to add an additional student, repeat Steps 1-5.

Using the Canvas Parent app on my Device

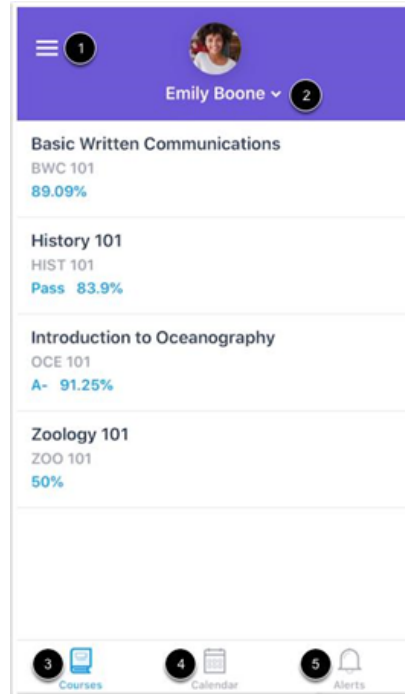
The Canvas Parent app lets you view a student's course events, upcoming assignments, and grades. You can also add and view multiple students in your account.

To change the language displayed in the Parent app, select a language in Canvas from a web browser, log out of the Parent app, and log in again.

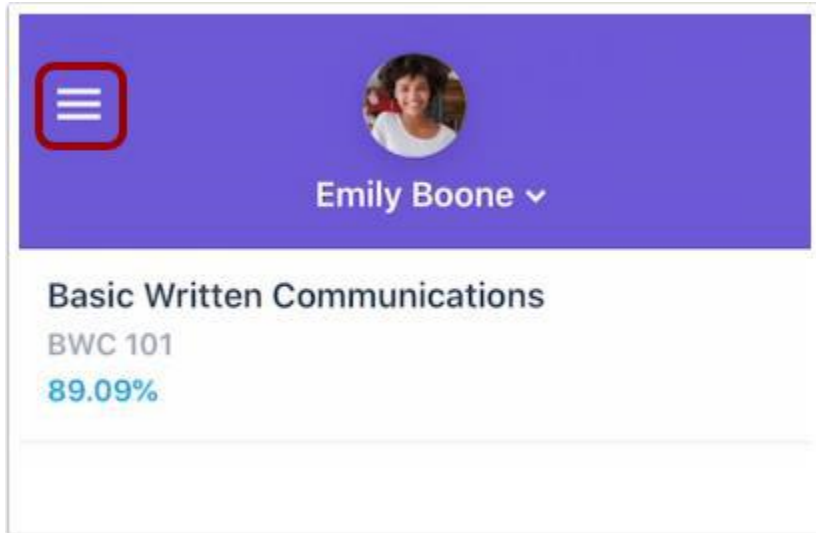
View Parent App

In the Canvas Parent app, you can view your...

- User Menu [1]
- Select a student [2]
- View the student's courses [3]
- See the student's weekly calendar [4]
- See alerts about the student's course participation [5]

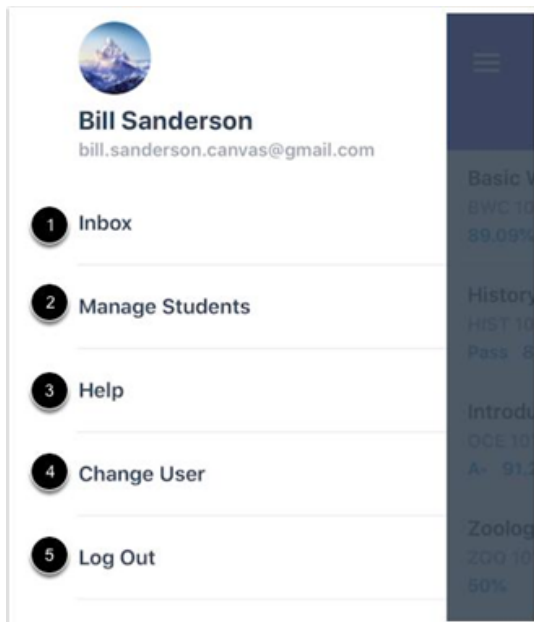


Open User Menu



To open the User Menu, tap the Menu icon.

View User Menu



From the user menu, you can:

[View the Canvas Inbox](#) [1]

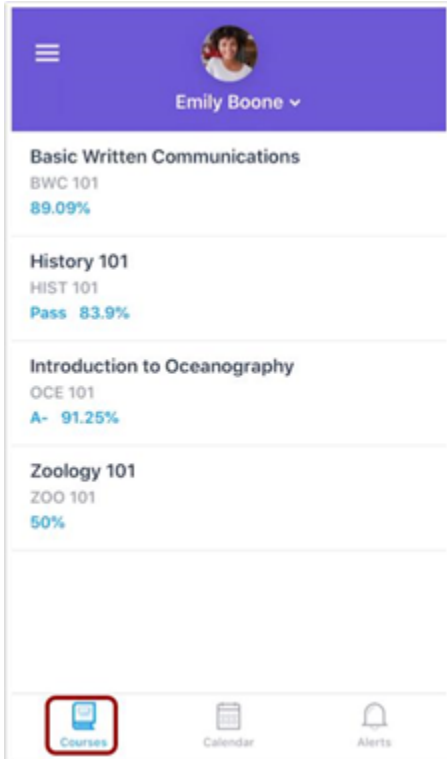
[Manage children and alerts](#) [2]

[Get help with the app](#) [3]

[Change users](#) [4]

[Log out of the app](#) [5]

View Courses



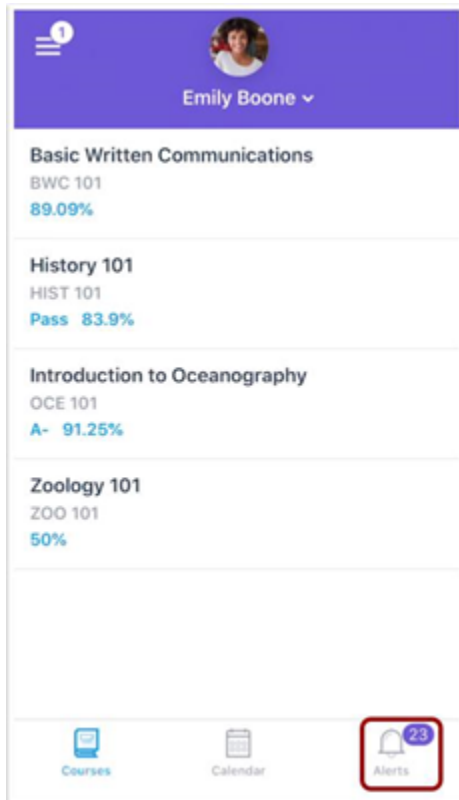
The Parent app defaults to the Courses page and displays the list of courses for the student you are viewing. Learn how to [view courses](#).

View Calendar



The Calendar page displays a calendar of assignments and events for a given week. Learn how to [view the calendar](#).

View Alerts



The screenshot shows a user profile for Emily Boone. The profile header is purple and includes a notification bell icon with the number 1, a profile picture, and the name "Emily Boone" with a dropdown arrow. Below the header, there are four course entries, each with a title, course ID, and a grade percentage:

- Basic Written Communications**
BWC 101
89.09%
- History 101**
HIST 101
Pass 83.9%
- Introduction to Oceanography**
OCE 101
A- 91.25%
- Zoology 101**
ZOO 101
50%

At the bottom of the page is a navigation bar with three icons: "Courses", "Calendar", and "Alerts". The "Alerts" icon, which is a bell, is highlighted with a red square and has a blue notification bubble with the number 23 next to it.

The Alerts page displays grade and assignment alerts. Learn how to [view alerts](#).

Additional Canvas Info for Parents

These documents are provided by Canvas. If you are having issues, you may find some answers in these documents.

[Canvas Parent Mobile Features](#)

[Pairing Codes FAQ](#)

How to create a Canvas account in the Canvas Parent App [[Android Device](#)] [[Apple iOS](#)]

How do I link additional students to my account in the Parent App [[Android Device](#)] [[Apple iOS](#)]

[What types of things can I do as an Observer in my student's Canvas Courses?](#)

[The Parent Observer Role Canvas Parent App Vs Web Browser](#)