



## *How do I sign up for a Canvas account as an observer?*

**You must have a pairing number from your student's Canvas account before signing up for an observer account.**

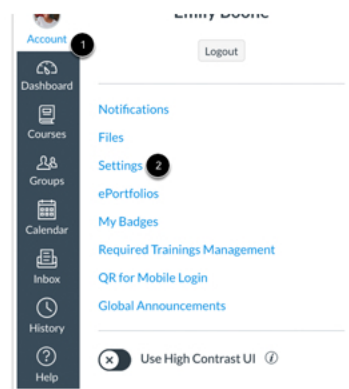
1. Have your student log in to their Canvas account.
2. Click on Account, shown on the example. (left side of screen)
3. Click on settings, then click on the "Pair with Observer" bar (on the right side of the screen).
4. Canvas will generate a pairing number. This will be good for 7 days.

## **To Create a Canvas Observer Account**

Go to our website [www.saintjoehigh.com](http://www.saintjoehigh.com)

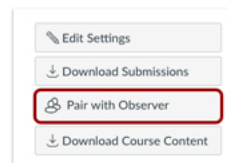
1. Click on the "Parent" tab at the top, click on "ACADEMIC RESOURCES", then click on the "Canvas" bar.
2. Click on the "Parent of Canvas User" (if you are new to Canvas).
3. Fill the information in on the "Parent Sign Up" form.
4. Add the Student Pairing Code from your student's Canvas account.

**Note: If you are having issues please contact the iHelp Desk for assistance at (574) 232-1121**



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

### Pair with Observer



Click the **Pair with Observer** button.

**Note:** If the Pair with Observer button doesn't display in your User Settings, please contact your institution for assistance with pairing with an observer.

### Copy Pairing Code

