

How to Create a Parent Observer Account in Canvas

Note:

To set up a parent observer account in Canvas you need 2 things:

- A pairing code from your student's Canvas account
- To create a parent Canvas account

Step 1: Get the Pairing Code

To observe your student in Canvas, you must log in to your student's Canvas account to get the pairing code.

Getting into your student's account:

1

Go to www.tooeleschools.org, click on Families in the top ribbon, then select Canvas for Parents.

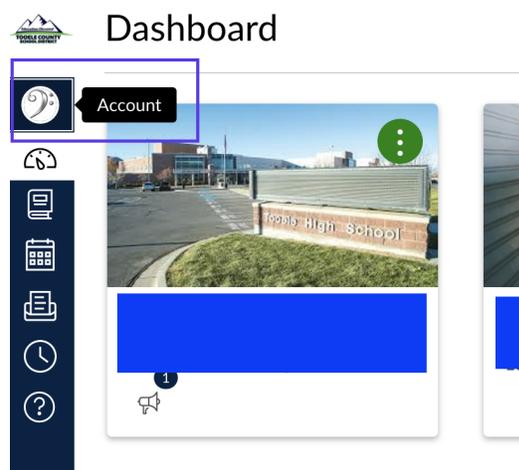


2

Have your student log in using their district email and formulaic password. For help, call the TCSD Help Desk at 435-884-7799.

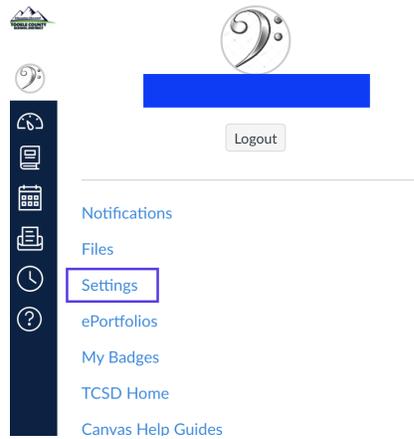
3

Click the round Account button on the top left hand corner.



4

Click on Settings in the menu that emerges.



5

Click on the Pair with Observer button on the right-hand side.

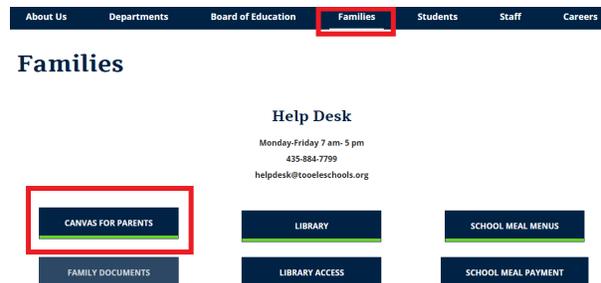


Write down the code you're given. It will expire within 24 hours, so proceed immediately to Step 2 below.

Step 2: Set up your account

1

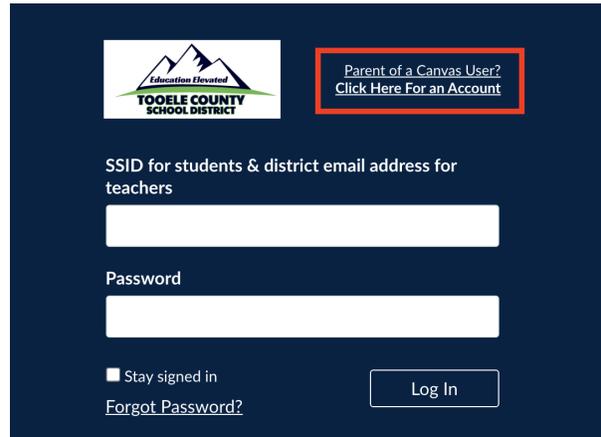
Go to www.tooeleschools.org, roll over the Families and Students menu, and select the Canvas for Parents option.



2

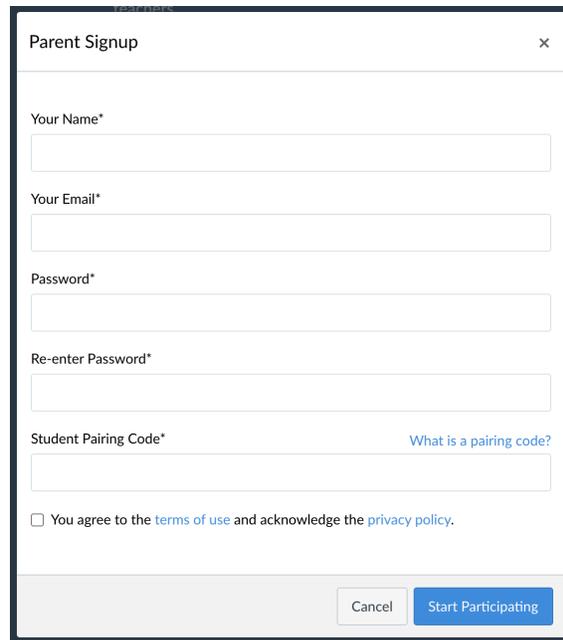
You must see a blue background. If you do not see a blue background, stop, and go back to step 1.

Click the “Parent of a Canvas User? Click here for an account” button shown here.



3

Fill in your name, your personal email address, the password you want to use, and the student pairing code from the first section. Agree to the terms then click “Start Participating”.



Congratulations! You are now able to see your student’s Canvas activity and personalize your notification options!