

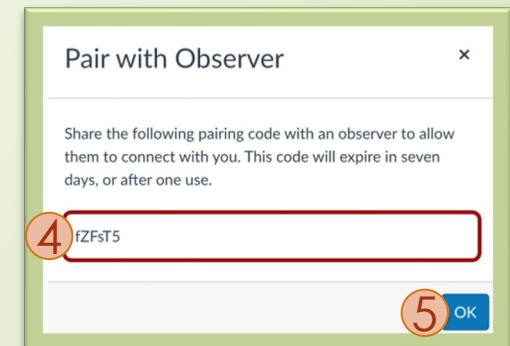
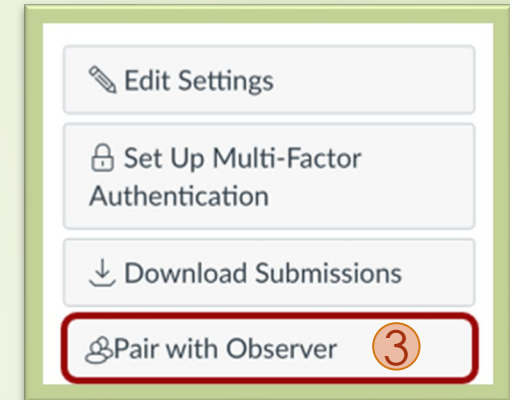
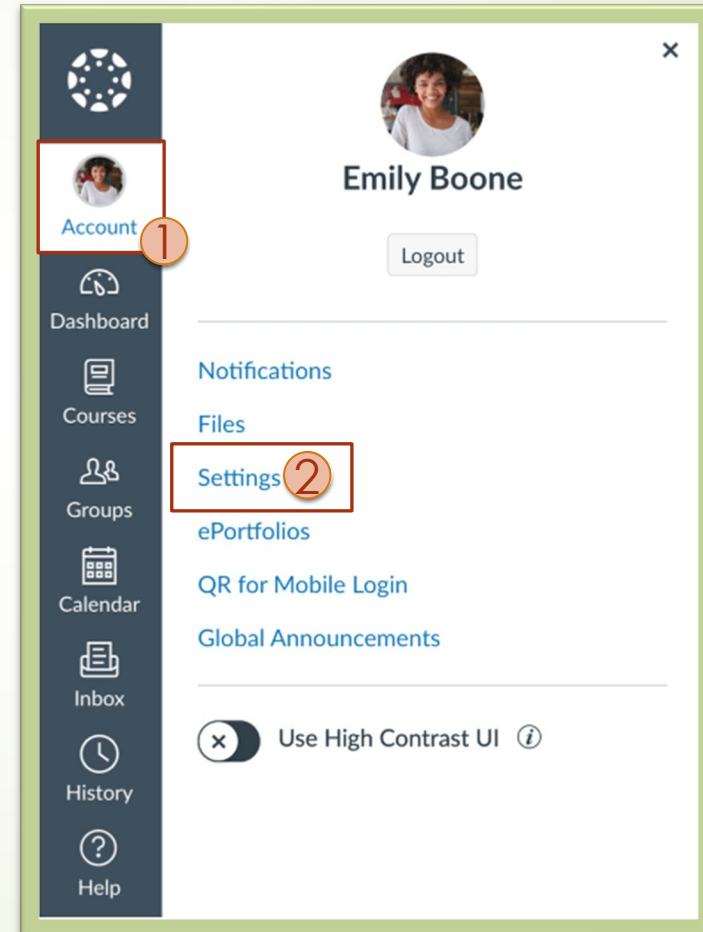


# How to Observe Your Student on Canvas

For any questions email [computerdepartment@oths.us](mailto:computerdepartment@oths.us)

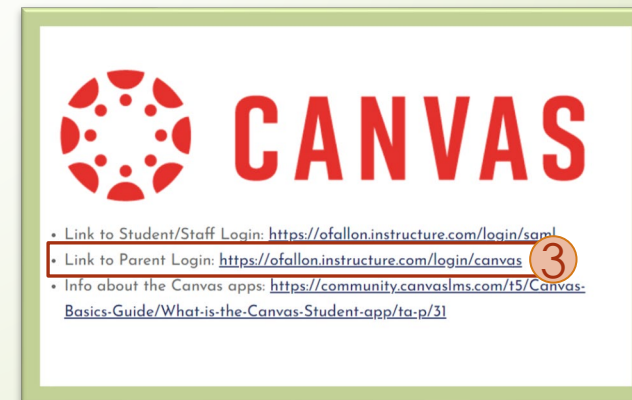
# Step 1: Getting a Pairing Code

- ▶ Before logging on as a parent, your student must generate a pairing code
- ▶ Your student must:
  1. Select "Account" on the upper left of their Canvas screen
  2. Select "Settings"
  3. Select "Pair with Observer" on the upper right of their settings screen
  4. Send you the randomized code that appears. The link must be used within 7 days



# Step 2: Getting to Canvas Login

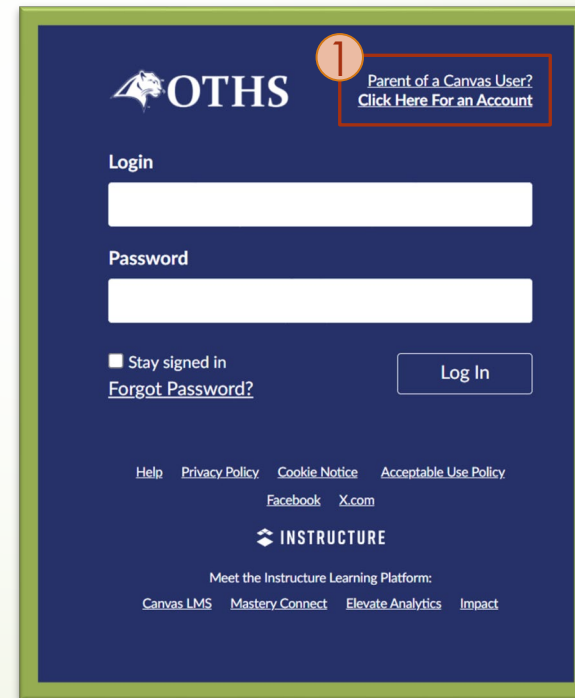
- Now that you have the pairing code, you can sign in:
  1. Go to oths.us
  2. Click on “Blackboard/Canvas” under the slideshow
  3. Select the Second link under the Canvas logo labeled “Link to Parent Login”
- Note: Parents **cannot** log into Canvas with the Student/Staff login link



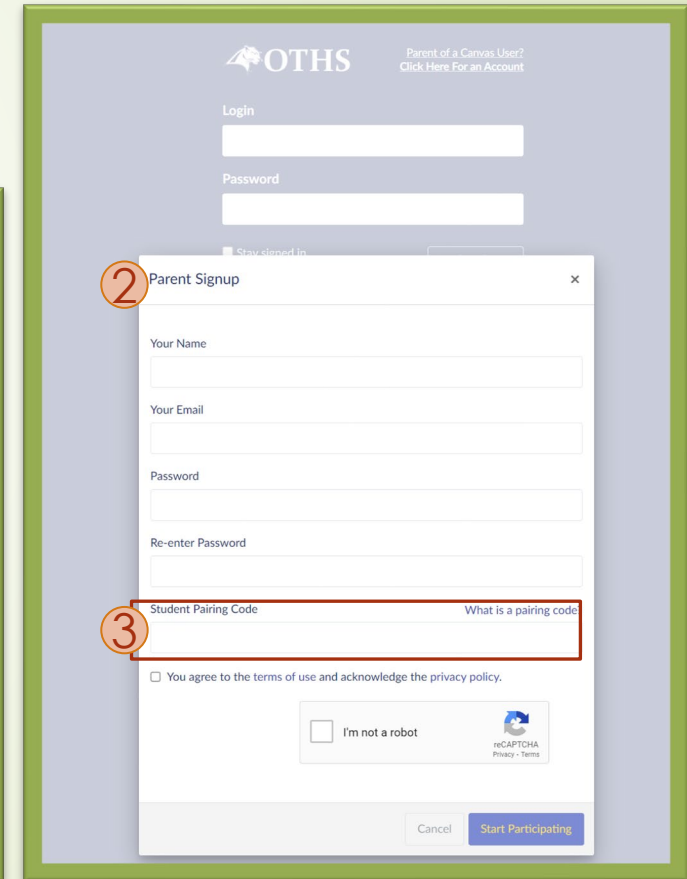
# Step 3: Logging In

## On the Login Page:

1. Select "Parent of a Canvas User?" on the upper right of the login area
2. Fill out the form
3. Use the pairing code received in Step 1 to link you to your student



The screenshot shows the OTHS login page. At the top right, there is a link that says "Parent of a Canvas User? Click Here For an Account". A red box with the number 1 is drawn around this link. Below the link are input fields for "Login" and "Password", a "Stay signed in" checkbox, and a "Log In" button. At the bottom, there are links for "Help", "Privacy Policy", "Cookie Notice", "Acceptable Use Policy", "Facebook", and "X.com". The "INSTRUCTURE" logo is also visible.



The screenshot shows the OTHS Parent Signup form. At the top right, there is a link that says "Parent of a Canvas User? Click Here For an Account". Below the link are input fields for "Login" and "Password", a "Stay signed in" checkbox, and a "Log In" button. A modal window titled "Parent Signup" is open, showing input fields for "Your Name", "Your Email", "Password", and "Re-enter Password". A red box with the number 3 is drawn around the "Student Pairing Code" field. Below the form, there is a checkbox for "You agree to the terms of use and acknowledge the privacy policy." and a reCAPTCHA widget. At the bottom right, there are "Cancel" and "Start Participating" buttons.

# Step 4: Adding More Students

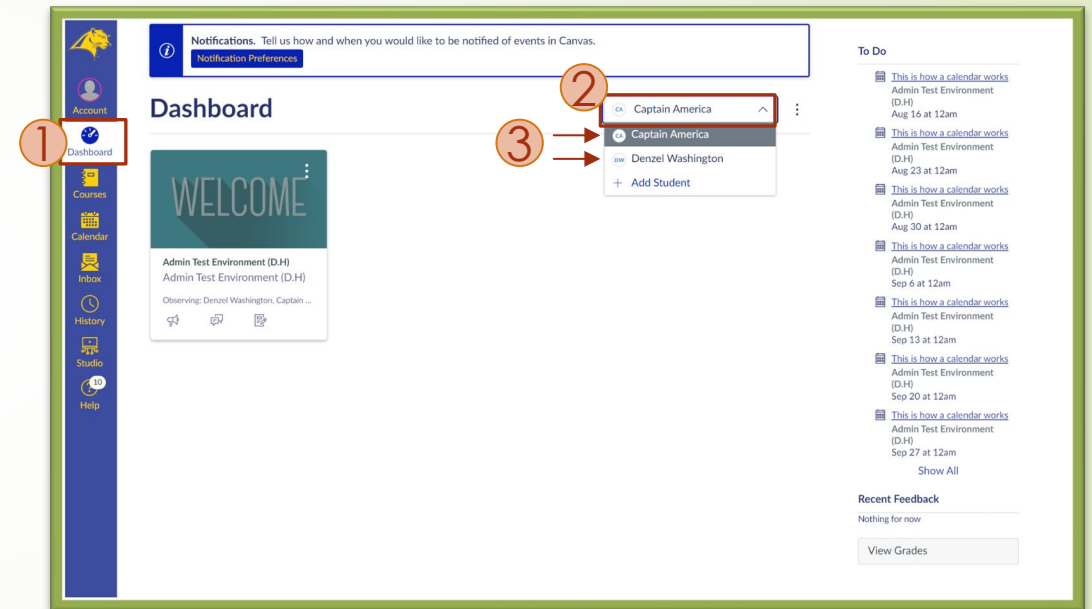
- ▶ If you have multiple students at OTHS or will have another student entering OTHS in the future, this is how you will add a student:
  1. Have your second student run through Step 1 to get another pairing code
  2. On your Canvas account, select “Account” on the upper left
  3. Select “Observing”
  4. Input the second pairing code into “Student Pairing Code” to add your student to your account

The screenshot displays the Canvas user interface. On the left is a blue sidebar with navigation icons and labels: Account, Dashboard, Courses, Calendar, Inbox, History, Studio, and Help. The main content area is white and contains several sections. At the top left of the main area, the 'Account' menu item is highlighted with a red box and the number 2. Below it, the 'Observing' option is highlighted with a red box and the number 3. To the right, the 'Observing' section is highlighted with a red box and the number 4. This section includes a 'Student Pairing Code' input field and a blue '+ Student' button. Below the input field is a section titled 'Students Being Observed' which is currently empty.

# FAQ: Switching Students

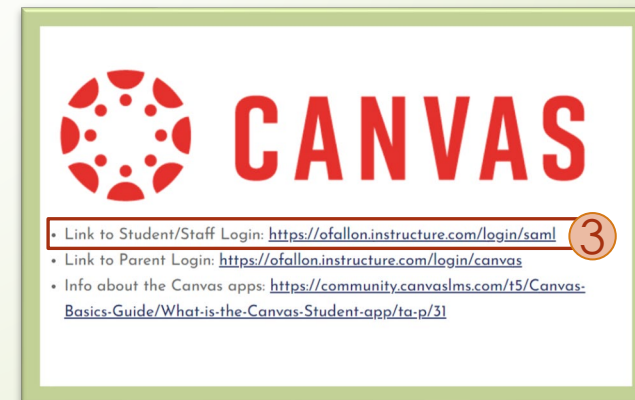
➤ Once you add your students, here is how you switch between accounts:

1. Go to your Dashboard on your Canvas account
2. Select the drop down on the upper left
3. Select the student you wish to switch to



# FAQ: Student Login

- If your student doesn't know how to log into Canvas, have them follow these steps:
  1. Go to oths.us
  2. Click on "Blackboard/Canvas" under the slideshow
  3. Select the first link under the Canvas logo labeled "Link to Parent Login"
  4. Sign in using your student email address and password





# Any additional questions?

Please email [computerdepartment@ohts.us](mailto:computerdepartment@ohts.us)