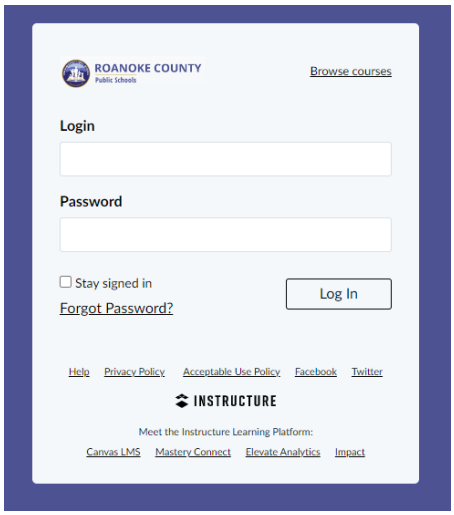
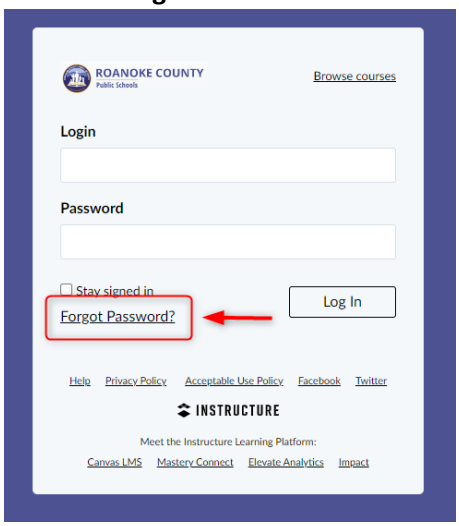
Canvas Observer/Parent Account Set-up

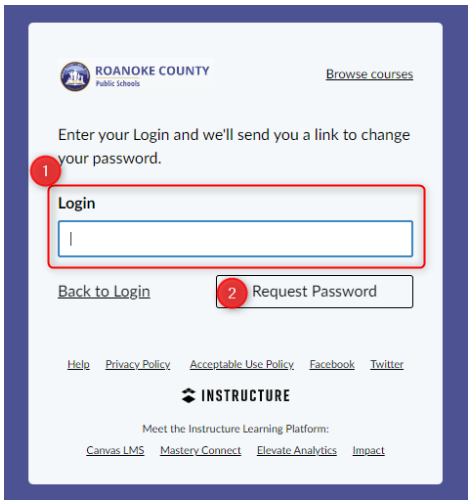
1. Go to https://rcpsonline.instructure.com/login/canvas



2. Click **Forgot Password**.



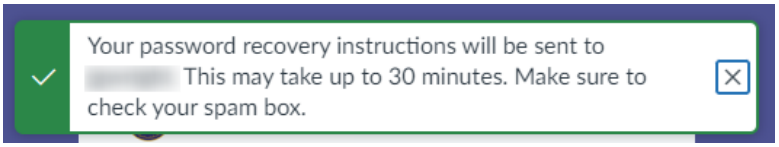
3. At Login, type your **ParentVue User ID** & select "**Request Password**". *Please note that your Canvas & ParentVue accounts are separate accounts but will utilize same User ID/Login. They do not need to share the same password.*



If you do not have a ParentVue account, click here for directions.

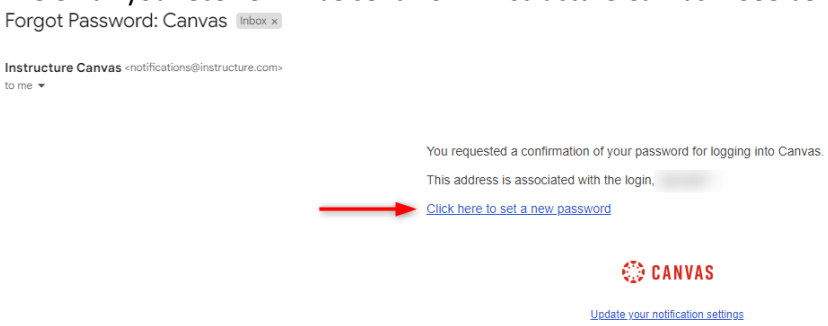
If you do not know your ParentVue ID, click here for information.

4. You will receive this prompt:



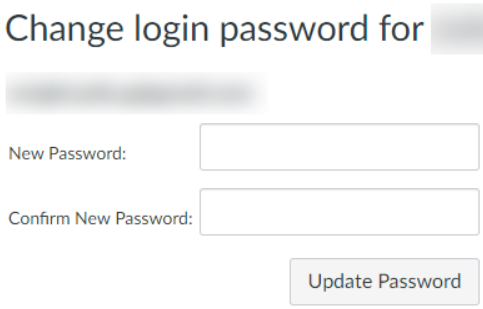
An email will be sent to the **email address that corresponds with the Parent Vue User ID**.

5. The email you receive will be sent from "Instructure Canvas". See below:



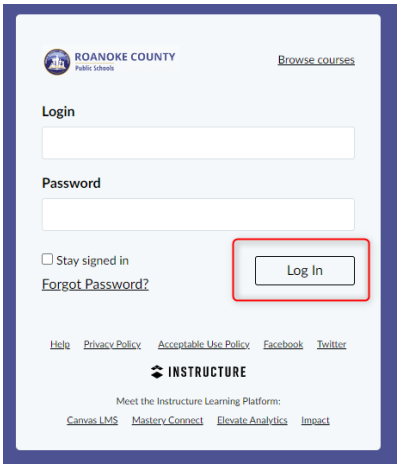
Click "**Click here to set new password**".

6. You will enter a "New Password" & "Confirm New Password".



Be reminded that this password is NOT related to your ParentVue account and the action above will not effect your ParentVue password.

7. You should now be able to login to Canvas. The "Login" is the same as your ParentVue ID. Enter the password that you've set up for Canvas. Then, click "**Log In**".



8. Upon login, you will see the Canvas Dashboard and your child's Canvas course.