

Canvas Parent Account Setup Guide

Why Create a Parent Account?

Canvas provides parents with valuable insights into their child's academic journey at Berks Catholic High School. By creating a parent account, you will be able to:

- Monitor grades and assignment submissions.
- View teacher feedback and upcoming due dates.
- Track overall course progress and stay informed about classroom expectations.
- Support your child by encouraging accountability and celebrating successes.

This tool is designed to strengthen the home-school connection and keep families informed and engaged.

Important Notes

- ⚠ Always use the exact link below when creating or logging in to your parent account via a browser: berkscatholic.instructure.com/login/canvas
- ⚠ The Canvas Parent mobile application now features two Berks Catholic High School options in the school search. Parent observers should select "Berks Catholic High School – Parents".
- ⚠ If you already have a parent BC Canvas account, **skip ahead to Part 3.**

Part 1: Generating an Observer Pairing Code

Before creating your parent account, you will need to work with your child to generate a pairing code from their Canvas account. This code connects your parent account to your child's courses.


1. Have your child log in to their Canvas account on their school-issued iPad.
2. Once logged in, your child should:
 - *Click their Account icon (in the top left/global navigation menu).*
 - *Select "Settings".*
 - *On the right side of the page, click "Pair with Observer".*
3. A six-digit pairing code will appear. Write it down or copy it — you will need this during parent account registration.
 - ⚠ *Note: Each code can only be used once and expires after 7 days. If it expires, simply repeat the steps above to generate a new code.*

Part 2: Creating a Parent (Observer) Account

Browser



1. Open a web browser (Chrome, Safari, Edge, or Firefox).
2. Go to: berkscatholic.instructure.com/login/canvas
3. On the login page, click “Parent of a Canvas User? Click Here For an Account.”
(This link is usually found above the main login fields.)
4. Complete the registration form by entering:
 - *Your name (first and last).*
 - *Your email address.*
 - *A password you’d like to use for your account.*
 - *Your child’s pairing code (generated from the steps above).*
5. Agree to the terms of use and click “Start Participating”.
6. You will receive a confirmation email—follow the link inside to verify and activate your account.

Mobile Application

7. Download the Canvas Parent app:
 - *Apple Device: App Store*
 - *Android Device: Google Play Store*
8. Open the app and tap “Find School”.
9. In the search bar, type: “Berks Catholic High School – Parents”
 -  *Be sure to choose the Parents option, not the student/staff option.*
10. Tap “Create Account”.
11. Complete the registration form by entering:
 - *Your name (first and last).*
 - *Your email address.*
 - *A password you’d like to use for your account.*
 - *Your child’s pairing code (from Step 1 above).*
12. Tap “Create Account”. Your account will be set up, and you can begin monitoring your child’s progress directly in the app.

Part 3: Accessing Your Parent Account

Once your account is created and verified:

13. Go to: berkscatholic.instructure.com/login/canvas OR Open the Canvas Parent mobile application.
 -  *If using the mobile app, select “Berks Catholic High School – Parents” in the school search”*
14. On the login page, enter your Username (email address) and Password into the fields provided.
 -  Do not use the “Login with Microsoft” button—this option is for BC staff and students only.
15. Click “Log In”.
16. Once logged in, you will be able to view your child’s courses, assignments, and progress directly from your dashboard.
17. If using a browser, bookmark this link for easy future access.