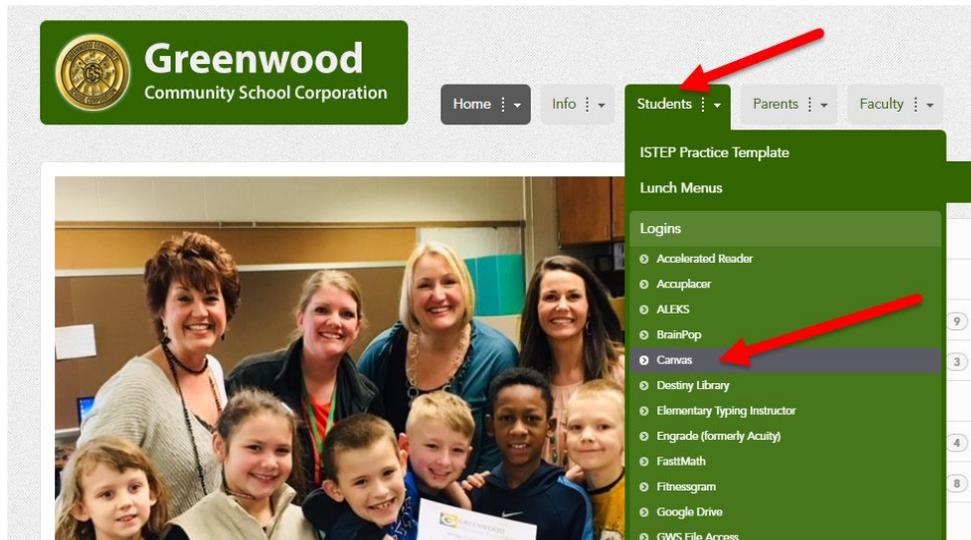


Setting up your parent Canvas account using Pairing Codes

You'll first have to log into your child's account. There is a Canvas link under the **STUDENT** TAB on every building Home Page and the Corporation Home Page <http://www.gws.k12.in.us/>



1. Sign in to Canvas with your **child's account** using his/her username & password.

Parent of a Canvas User?
[Click Here For an Account](#)
[Browse courses](#)

Username
|

Password

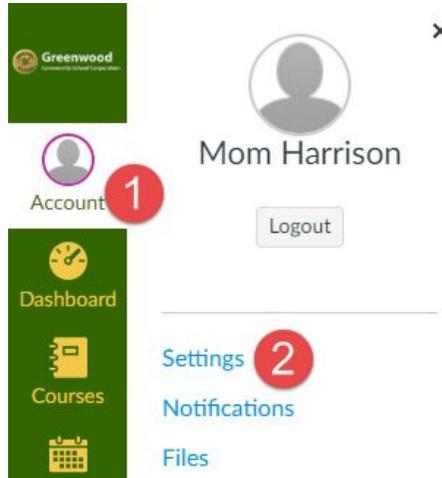
Stay signed in
[Forgot Password?](#)

Log In

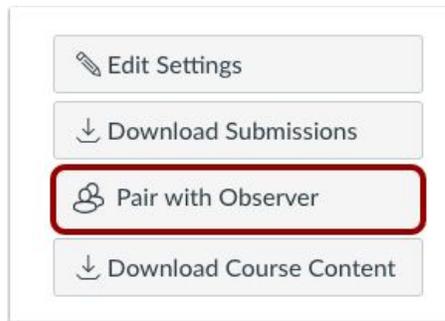
[Help](#) [Privacy policy](#) [Acceptable Use Policy](#) [Facebook](#) [Twitter](#)

INSTRUCTURE

2. In the Global Navigation, click the **Account** link (1) and then click the **Settings** link (2).



3. Click the **Pair with Observer** button.

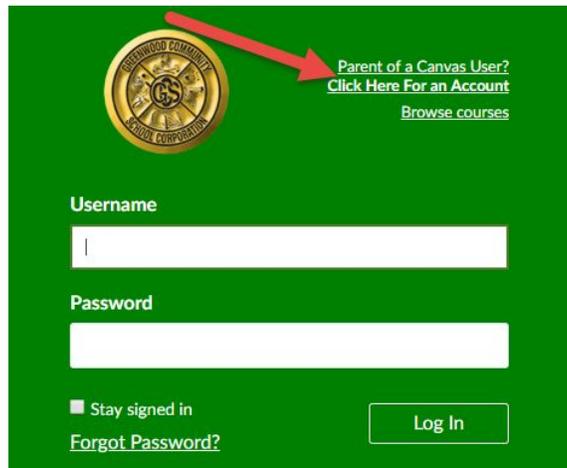


4. Copy the six-digit alphanumeric pairing code [1]. You will need this when you create your parent account. The pairing code will expire after 24 hours or its first use. To close the window, click the **OK** button [2].



Now you can create your own account. Use the **Canvas** link under the **PARENTS TAB** on the same page you used to access your child's account.

1. Click on the **Click Here for an Account** link on the Canvas login screen.



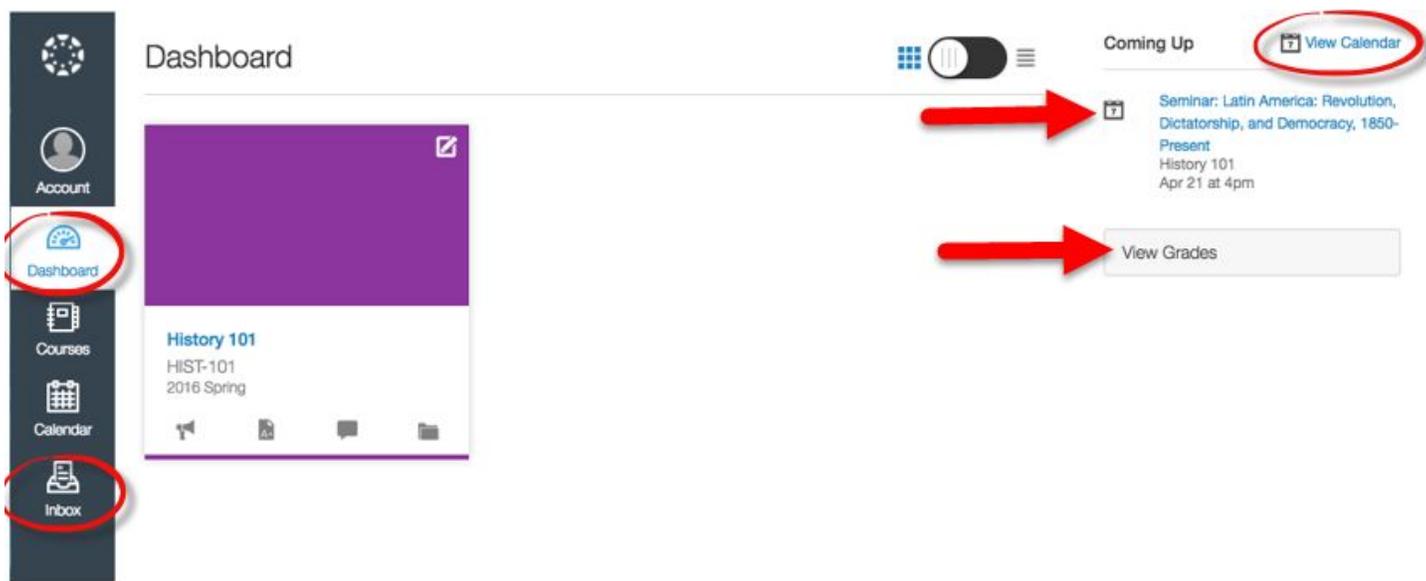
2. You'll use your own personal email account and password. The **Student Pairing Code** is the one you just copied from your student's Canvas page. Make sure to check the Terms and Use/Privacy box

A screenshot of the "Parent Signup" form. The form has a title bar with "Parent Signup" and a close button. The fields are: "Your Name", "Your Email", "Password", "Re-enter Password", "Student Pairing Code", and a checkbox for "You agree to the terms of use and acknowledge the privacy policy." A red circle highlights the checkbox. To the right of the "Student Pairing Code" field is a link "What is a pairing code?". At the bottom right, there are two buttons: "Cancel" and "Start Participating". A red arrow points from the bottom right towards the "Start Participating" button.

3. Once you have created your Parent Account, you will receive an email (via the account you input in the Parent Signup window) from Canvas asking you to 'confirm' your registration and finalize the account creation.

View User Dashboard

Upon login, the default view is the **User Dashboard**. The User Dashboard will display your student's Canvas courses as colored tiles. Click on any of the tile titles to view assignments, announcements, and files. As a parent, you are an **OBSERVER**, so you have **VIEW ONLY** access to Course Materials.



Click on **View Calendar** (upper right corner) to view assignment due dates and other class activities. The Coming Up area will display any upcoming assignments or activities that are scheduled for the week. Click on **View Grades** to see your student's grades.

The **left-hand toolbar** (called the Universal Menu) will provide access to the Inbox, which will allow you to easily communicate with the teacher within Canvas.

Click on the **Account** icon in the Universal menu to set up preferences for notifications from Canvas.