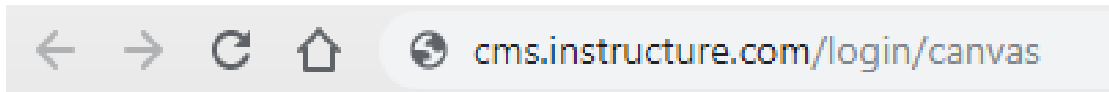


Parents can sign up as an observer in Canvas. Observers can link their Canvas account to their student's account so they can see assignment due dates, announcements, and other course content. Observers can view the course content but cannot participate in the course.

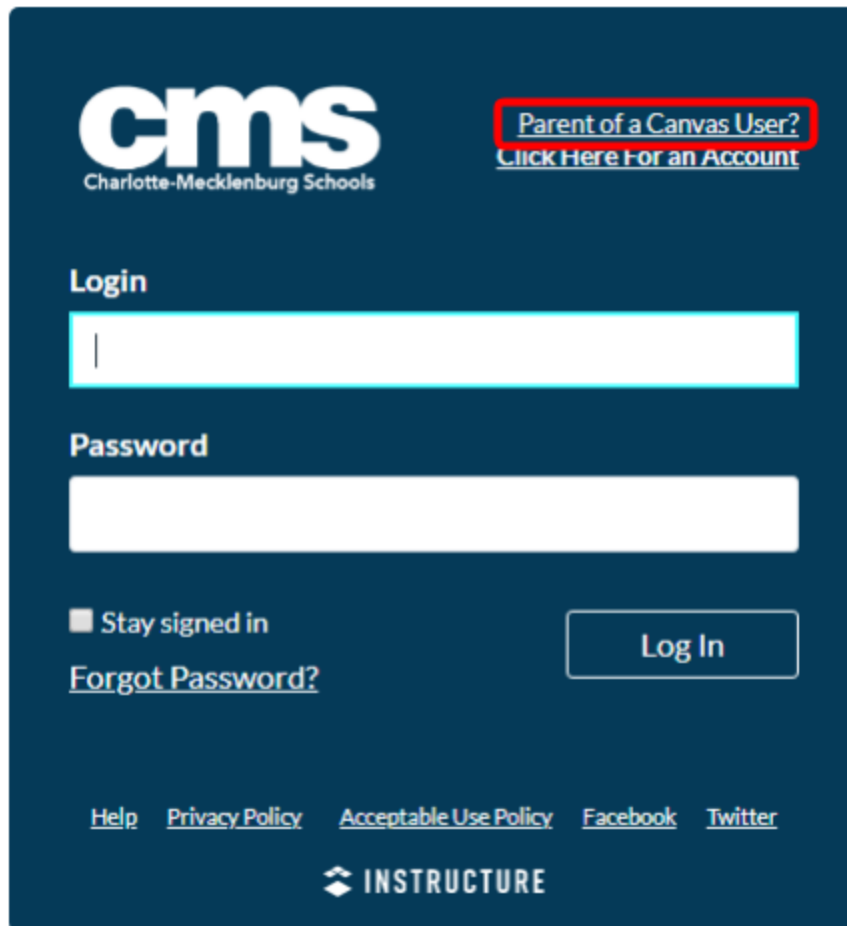
This guide is for parents who do not have a Canvas account and want to observe their students in their courses. You must open this link using Chrome.

## 1. Open Canvas URL



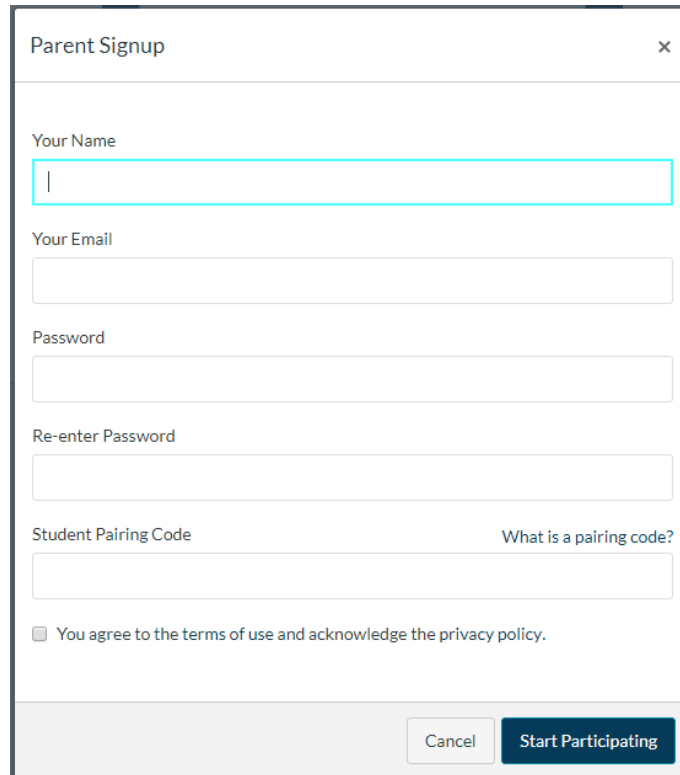
In a browser window, enter the institution's Canvas registration URL ([cms.instructure.com/login/canvas](https://cms.instructure.com/login/canvas)).

## 2. Click on Parent of a Canvas User?

A screenshot of the Canvas login page for Charlotte-Mecklenburg Schools (CMS). The page has a dark blue background. In the top left, there is the 'cms' logo with 'Charlotte-Mecklenburg Schools' underneath. In the top right, there is a link 'Parent of a Canvas User? Click Here For an Account' which is highlighted with a red rectangular box. Below the logo, there is a 'Login' section with a white text input field. Underneath that is a 'Password' section with a white text input field. Below the password field, there is a checkbox labeled 'Stay signed in' and a 'Log In' button. At the bottom of the page, there are several links: 'Help', 'Privacy Policy', 'Acceptable Use Policy', 'Facebook', and 'Twitter'. At the very bottom, there is the 'INSTRUCTURE' logo.

Click the account link at the top of the page.

### 3. Enter Signup Details



The screenshot shows a 'Parent Signup' dialog box with the following fields and elements:

- Your Name:** A text input field with a red border.
- Your Email:** A text input field.
- Password:** A text input field.
- Re-enter Password:** A text input field.
- Student Pairing Code:** A text input field with a link 'What is a pairing code?' to its right.
- Agreement:** A checkbox labeled 'You agree to the terms of use and acknowledge the privacy policy.'
- Buttons:** 'Cancel' and 'Start Participating' buttons at the bottom right.

Enter the required information

- **Note:** Child's **Student Pairing Code**. It is case sensitive. See Step 4 for directions for your child to generate a pairing code.
- Agree to the terms of use by clicking the **You agree to the terms of use** checkbox.
- Click the **Start Participating** button.

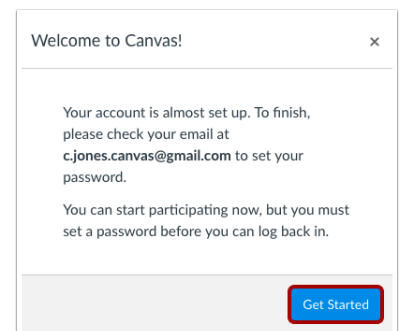
### 4. Student Pairing Code Directions

- Have your child go to his or her Canvas **Dashboard**.
- Then click on the **Account** icon.
- Then go to **Settings**.
- Over to the right in Settings, select **Pair With Observer**. It will generate a case-sensitive pairing code.

### 5. Use Canvas

While your account is not entirely set up, you can begin participating in Canvas immediately by clicking the **Get Started** button.

To finish registering for Canvas, log into your email account.



The screenshot shows a 'Welcome to Canvas!' dialog box with the following content:

- Title:** Welcome to Canvas!
- Text:** Your account is almost set up. To finish, please check your email at [c.jones.canvas@gmail.com](mailto:c.jones.canvas@gmail.com) to set your password.
- Text:** You can start participating now, but you must set a password before you can log back in.
- Button:** 'Get Started' button at the bottom right.

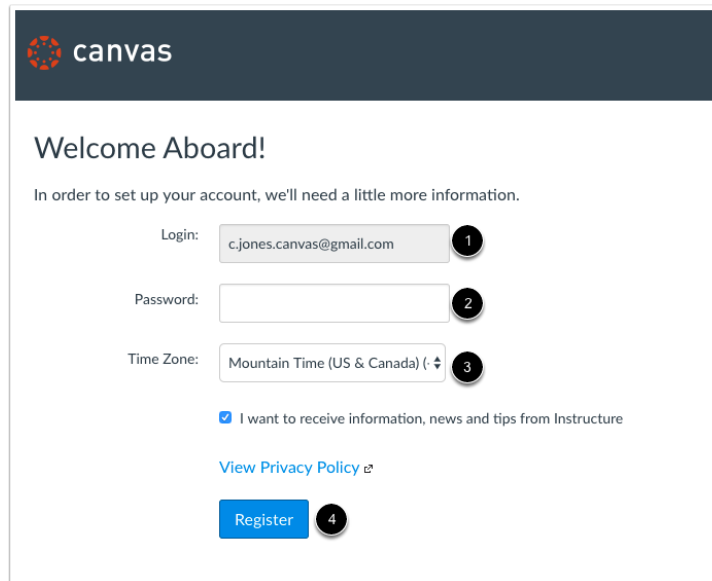
## 6. Complete Registration Process

[Click here to finish the registration process](#)

Thank you for registering with Canvas! This email is confirmation that the user Caroline Jones is registering for a new account at [canvas.instructure.com](https://canvas.instructure.com).

Open the email from Instructure Canvas. To visit the provided URL and complete the registration process, click the link provided.

## 7. Register for a Parent Account



The screenshot shows the Canvas registration page for a parent account. At the top, the Canvas logo is displayed. Below the logo, the text "Welcome Aboard!" is followed by the instruction "In order to set up your account, we'll need a little more information." The form contains four main sections: 1. "Login:" with a text input field containing "c.jones.canvas@gmail.com" and a circled number 1. 2. "Password:" with an empty text input field and a circled number 2. 3. "Time Zone:" with a dropdown menu showing "Mountain Time (US & Canada)" and a circled number 3. 4. A checkbox labeled "I want to receive information, news and tips from Instructure" which is checked. Below the checkbox is a link "View Privacy Policy" with an external link icon. At the bottom of the form is a blue "Register" button with a circled number 4.

To complete the registration process fill out the following fields:

- Verify your email in the **Login** field.
- Set your password by typing in the **Password** field.
- Set your timezone by selecting the **Time Zone** drop-down menu.
- Click the **Register** button. You will be redirected to the Canvas URL login page for your account.