



# Parent Access to CANVAS - STEP-BY-STEP

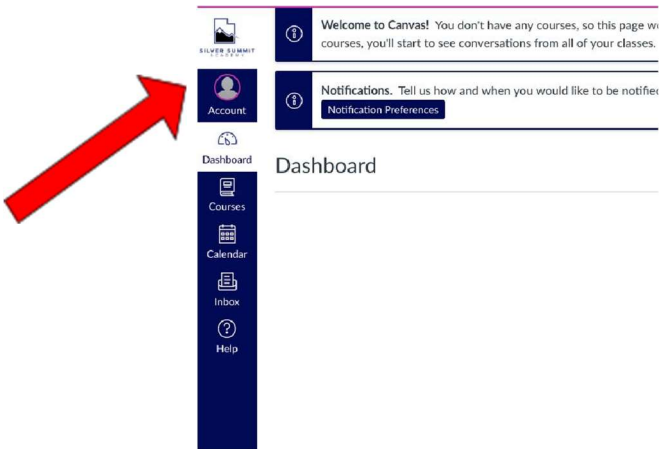
**Steps 1-4 are for Students**

**Steps 5-9 are for Parents**

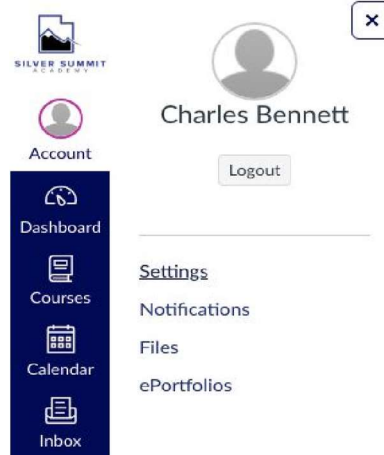
To Login to Canvas, visit <http://canvas.vanguardcharter.org>

Then have your *STUDENT* login using their username and password. This was given to them in school.

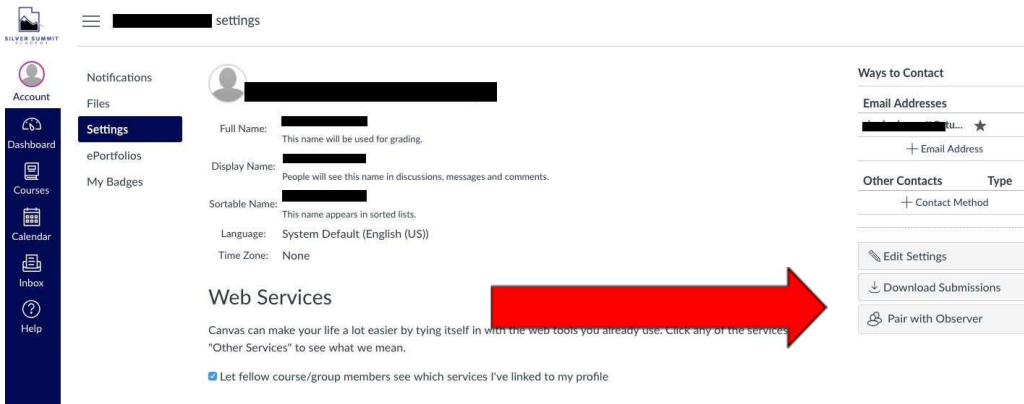
## Step 1: Click on Account



## Step 2: Click on Settings



## Step 3: Click on Pair with Observer



## Step 4: Write down the code provided.



## Step 5: Parents: go to

<https://vanguardcharter.instructure.com/login/canvas>



Click where it says "Parent of a Canvas User?"

**Step 6:** Create an account and enter the pairing code you wrote down from your student's account at the end.

Parent Signup

Your Name

Your Email

Password

Re-enter Password

Student Pairing Code What is a pairing code?

View Privacy Policy Cancel Start Participating

**Step 7:** You will now view your student's classes on your dashboard.

Dashboard

Account

Dashboard

Courses

Calendar

Inbox

Help

DRAFT 6/7 gym

DRAFT 6/7

**Step 8:** You can edit your settings and notifications using the account button. You may want to set up notifications for grades, messages, and any other elements of your student's classes that you would like to be notified of.

Account

Dashboard

Courses

Calendar

Inbox

Help

Settings

Notifications

Files

ePortfolios

Logout

Test parent - Notification Preferences

Notifications

Files

Settings

ePortfolios

My Badges

Observing

Notification Preferences

Notify me right away

Send daily summary

Send weekly summary

Do not notify me anything

Course Activities

| Course Activities   | ✓ | 🔊 | 📅 | ✕ | Email Address         |
|---|---|---|---|---|-----------------------|
| Due Date  | ✓ | 🔊 | 📅 | ✕ | agrapponer@summit.org |
| Grading Policies  | ✓ | 🔊 | 📅 | ✕ |                       |
| Course Content  | ✓ | 🔊 | 📅 | ✕ |                       |
| Files   | ✓ | 🔊 | 📅 | ✕ |                       |
| Announcement  | ✓ | 🔊 | 📅 | ✕ |                       |
| Announcement Created By You   | ✓ | 🔊 | 📅 | ✕ |                       |
| Grading   | ✓ | 🔊 | 📅 | ✕ |                       |
| <input type="checkbox"/> Include scores when alerting about grades. If your email is not an institution email this means sensitive content will be sent outside of the institution. |   |   |   |   |                       |
| Invitation  | ✓ | 🔊 | 📅 | ✕ |                       |
| Submission Comment  | ✓ | 🔊 | 📅 | ✕ |                       |
| Blueprint Sync  | ✓ | 🔊 | 📅 | ✕ |                       |

You can change notification setting here.

**Step 9:** Use the calendar to keep track of student assignments and due dates. The calendar is VERY helpful for both students and parents.

Account

Dashboard

Courses

Calendar

Inbox

Help

SUN MON TUE WED THU FRI SAT

29 30 31 1 2 3 4

5 6 7 8 9 10 11

12 13 14 15 16 17 18

19 20 21 22 23 24 25

26 27 28 29 30 31 1

Self-Check 1.1

Self-Check 2.1

Assignments will show on their due date.

