

Creating a Parent (Observer) Account in Canvas

These instructions will guide you, the parent or guardian, through the process of creating a parent (observer) account in Canvas, our Learning Management System (LMS).

Detailed information about the observer role in Canvas is [available here](#). Briefly, observers can view the course content but cannot participate in the course.

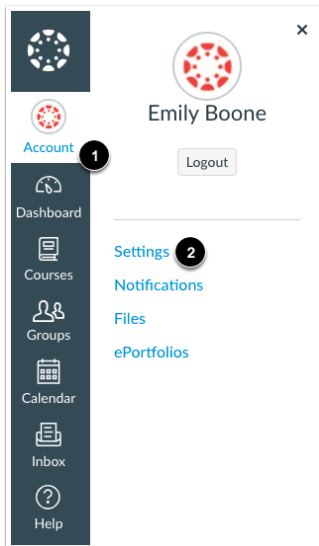
Note: If you already have a working parent/observer account, you do not need to complete this process. If you need to set up a new account, or if you need to add an additional child to an existing account, these steps are for you.

For parents to observe a student’s activity, a **student** must first generate a “pairing code.”

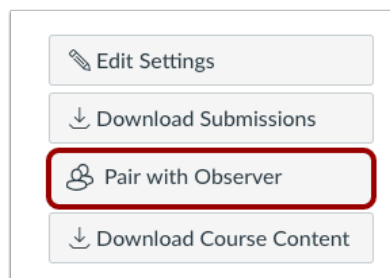
- A student-generated pairing code will remain valid for 7 days or until used one time.
- A student must generate a unique pairing code for each parent/observer.
- A student can create pairing codes for an unlimited number of observers.

What the Student Needs to Do:

1. In Canvas, click **Account | Settings**.



Click **Pair with Observer**.



- Copy or write down the six-digit pairing code, and give it to the observer. The observer must use the code within 24 hours or it will expire.

Pair with Observer

Share the following pairing code with an observer to allow them to connect with you. This code will expire in 24 hours, or after one use.

1e1d3e

OK

What the Parent (Observer) Needs to Do

You can complete this process from a computer or mobile device.

From a Computer

- In a web browser (we prefer Chrome), go to <https://ca.instructure.com/login/canvas>
- Click the link for parents. Do not use the link for students.

Click the link highlighted in red below:

Christian Academy
SCHOOL SYSTEM

Parent of a Canvas User?
Click Here For an Account

School Email Address

Password

Stay signed in

Log In

[Forgot Password?](#)

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

INSTRUCTURE

- Complete the signup form, including the pairing code provided by the student. When finished, click **Start Participating**.

Note: Canvas will send a confirmation message to your email address. You must click the link in the confirmation message to activate your account.

Parent Signup

Your Name

Your Email

Password

Re-enter Password

Student Pairing Code What is a pairing code?

You agree to the terms of use and acknowledge the privacy policy.

Cancel Start Participating

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

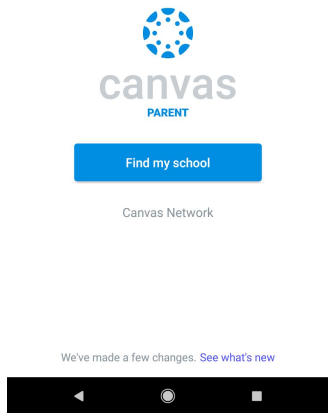
You have been registered for a Canvas account at Documentation Canvas! Before you can log in and start using Canvas, you'll need to finish the configuration process.



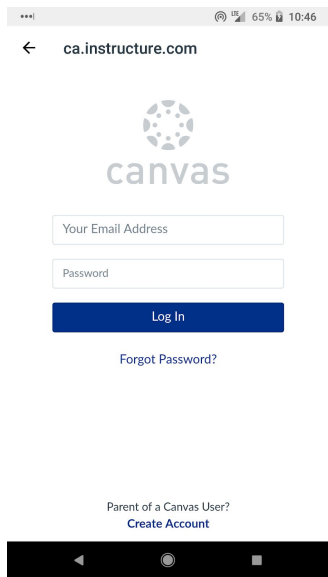
[Update your notification settings](#)

From a Mobile Device

1. Download the Canvas Parent app from the Apple App Store or Google Play Store.
2. Open the Canvas app, and tap Find My School, and enter Christian Academy.



3. Tap Create Account (at the bottom).



4. Complete the Parent Signup Form, and click **Start Participating**.

ca.instructure.com

Parent Signup x

Your Name

Your Email

Password

Re-enter Password

Student Pairing Code [What is a pairing code?](#)

You agree to the terms of use and acknowledge the privacy policy.

That's it. You should now see your child's schedule, etc.

If you have problems, email support@caschools.us.