

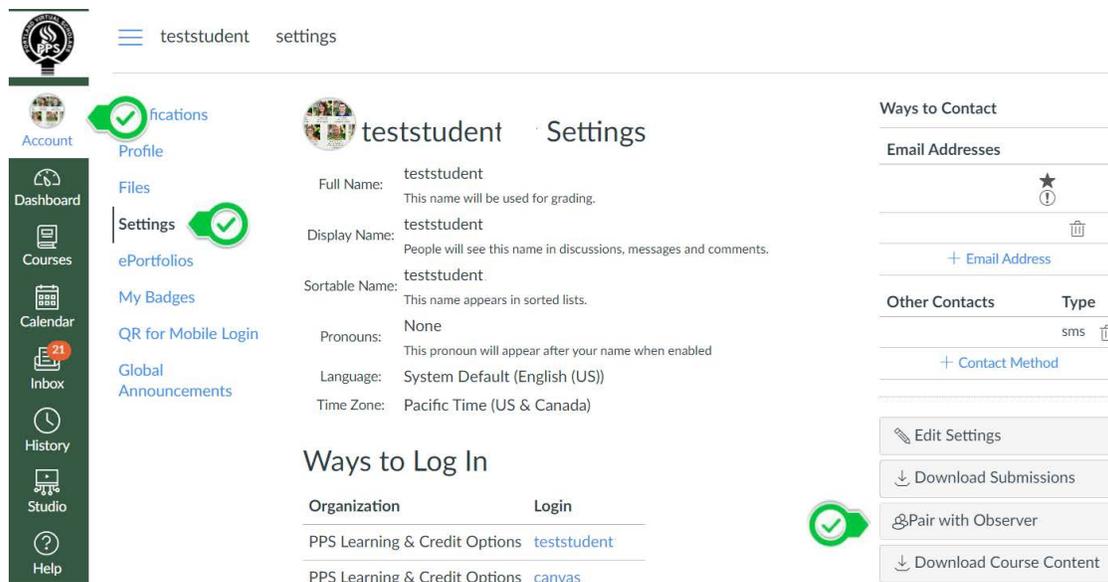
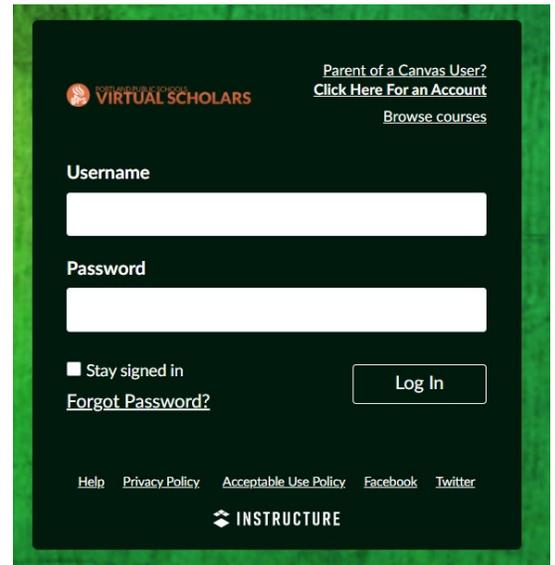
Virtual Scholars

Quick Guide: Parent Access to Canvas

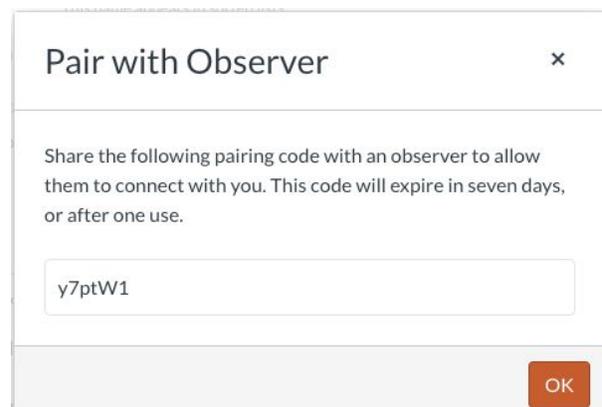
In order for parents to access and view student courses, they must first be “paired” to their student’s account. This is a two-step process. First, the student must provide the parent with a pairing code. Second, the parent can use that code to create their account and become an observer in their student’s courses.

Step 1: Student must provide the parent with a pairing code.

- 1) As the student, log in to Canvas via pps.instructure.com
- 2) Enter the front end of your username only, up to but not included the @student.pps.net.
- 3) Enter your password.
- 4) Click the login button.
- 5) Click on "Account"
- 6) Click on "Settings"
- 7) Click on "Pair with Observer"

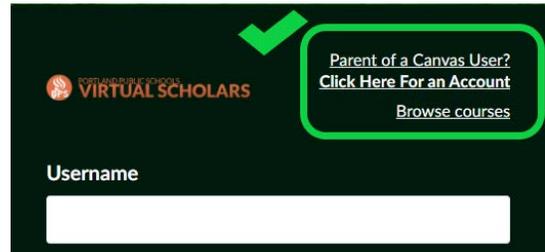


- 8) Copy or write down the pairing code that will appear in the open dialog. Give this pairing code to your parent.

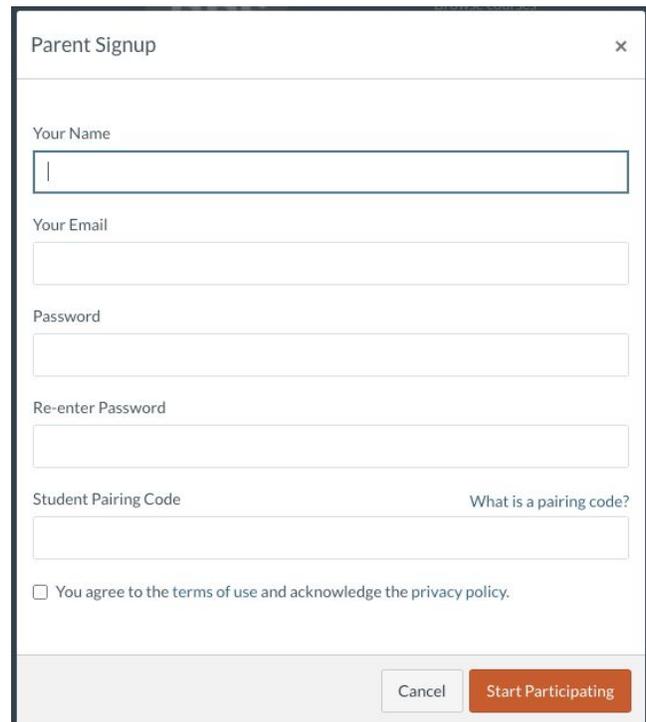


Step 2: Parent signs up for a Canvas account and pairs to their student account

- 1) In a web browser, go to pps.instructure.com.
- 2) Click on the “Parent of a Canvas User?” link in the upper right.
- 3) Enter your password.
- 4) Click the login button.



- 5) Complete your name, email, and select a password.
- 6) Enter the pairing code provided to you by your student.
- 7) Click “Start Participating”

A screenshot of a "Parent Signup" form. The form is titled "Parent Signup" and has a close button (X) in the top right corner. It contains several input fields: "Your Name", "Your Email", "Password", "Re-enter Password", and "Student Pairing Code". There is a small text "What is a pairing code?" next to the "Student Pairing Code" field. At the bottom of the form, there is a checkbox labeled "You agree to the terms of use and acknowledge the privacy policy." and two buttons: "Cancel" and "Start Participating".