

# How to Create Parent Account in Canvas

Parents are allowed, and encouraged, to create their own accounts in our Learning Management System, Canvas. When parents log into their own accounts they are considered “Observers,” and are able to see everything posted in a course from an instructor and everything submitted in a course by their student. Parents are able to keep up with assignments and announcements shared by teachers and see what their students are producing in those classes.

The process begins within the student’s account. A student must log into their own Canvas account to generate what is called a “Pairing Code”. This is best done with the parent and student together. If you need assistance, please contact Mrs. Coats at [gcoats@smjuhsd.org](mailto:gcoats@smjuhsd.org)

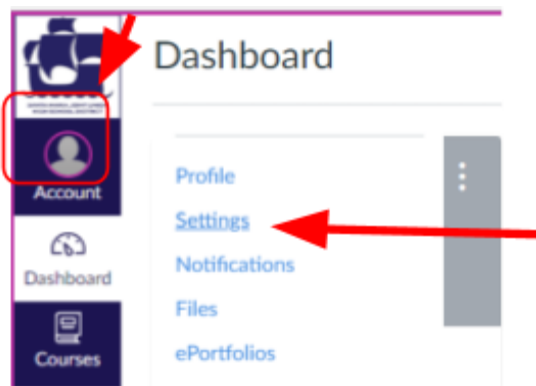
These instructions are best completed on a computer using a browser and not through the either the student or parent app. Once the account is created and connected to the student(s) then the log into the app for use on a mobile device.

## Follow these instructions to create a new Parent account for Canvas:

(The steps for adding another student to a current parent account are below.)

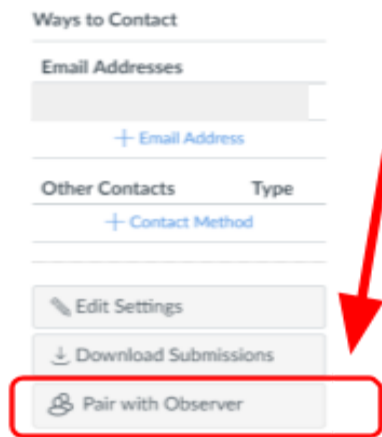
### Step One:

The student logs into their account then clicks on **Account** in the left side Canvas buttons and selects **Settings**.



## Step Two:

Generate pairing code by clicking on **Pair with Observer** on the right side of the screen:



Ways to Contact

Email Addresses

+ Email Address

Other Contacts Type

+ Contact Method

Edit Settings

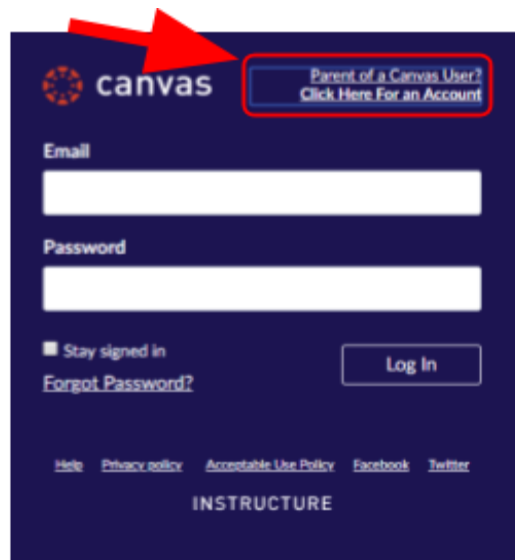
Download Submissions

Pair with Observer

This will produce a short code that is necessary for creating a new parent account. Either write it down or highlight and copy.

## Step Three:

Go to the Canvas login page [smjuhsd.instructure.com](https://smjuhsd.instructure.com) and click **Parent of a Canvas User** to generate the account.



canvas

Parent of a Canvas User?  
Click Here For an Account

Email

Password

Stay signed in

Forgot Password?

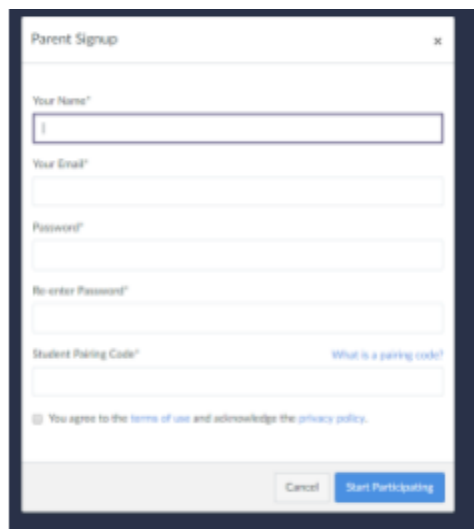
Log In

Help Privacy policy Accessible Use Policy Facebook Twitter

INSTRUCTURE

## Step Four:

Complete these fields, including an email address, a password for *your* account (not for the student's account), and the Pairing Code that was already generated in Step 2.



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

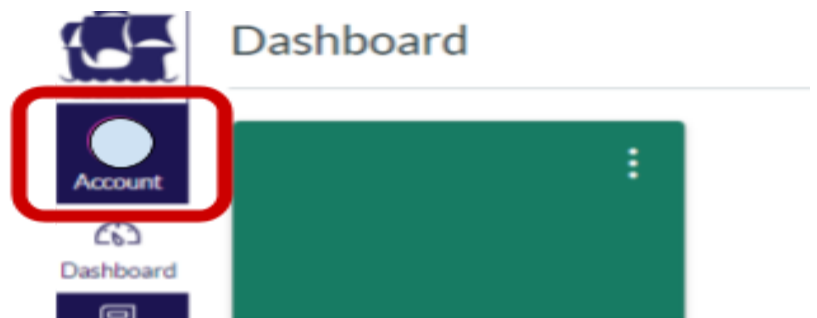
Last is to Log in using the account credential you just created and access the course information. Don't forget we have a general Canvas course for parents to show you the different features of Canvas and give you a quick run down of what to expect and how things work.

## Follow these instructions to add a new student to a current Parent account in Canvas:

Complete steps 1 & 2 above to first generate the "Pairing Code"

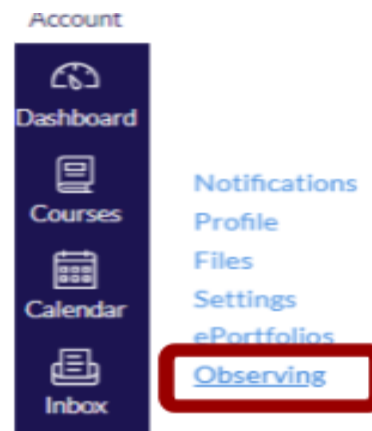
### Step Three:

Log into your Canvas account, click on Account in the top left corner.



### Step Four:

Select Observing from the menu.



### Step Five:

Add the pairing code.

