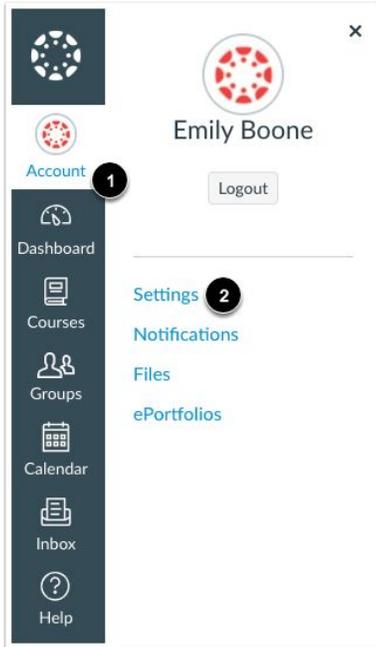


How to Set Up an Observer Account on Canvas

The **STUDENT** **MUST** generate a **PAIRING CODE** to link an observer/parent to his or her Canvas account. To do so the **STUDENT** needs to log into his or her Canvas account and then follow the directions below.

First

Open Settings

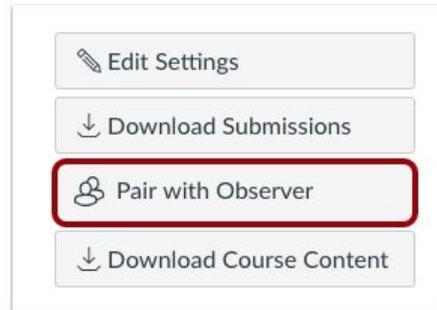


In Global Navigation, click the **Account** link [1], then click the **Settings** link [2].

Once the **STUDENT** has gotten the **pairing code**, the **PARENT** needs to follow the steps below.

Second

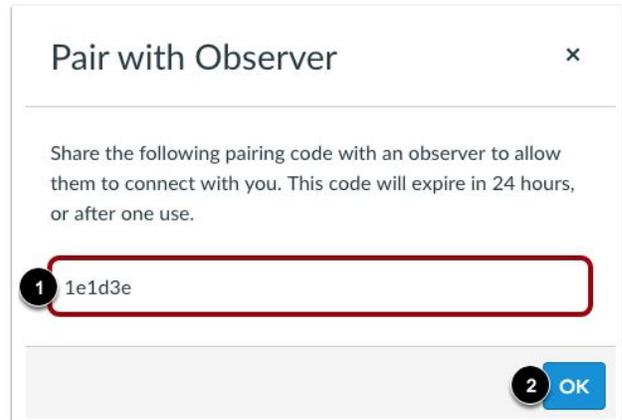
Pair with Observer



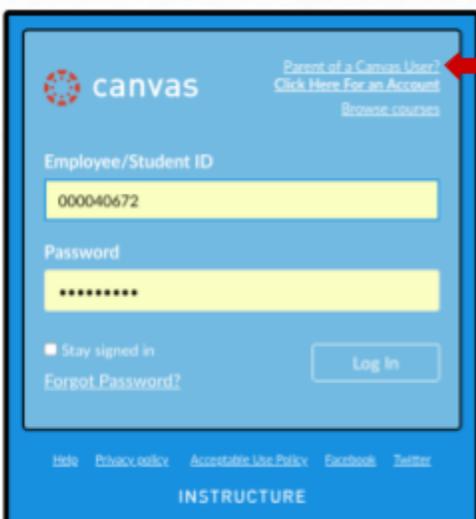
Click the **Pair with Observer** button.

Third

Copy Pairing Code



Copy the six-digit alphanumeric code pairing code. As a parent, you **MUST** have this pairing code to be able to link to your child's Canvas account. **Then click Parent of a Canvas User.**



The image shows a 'Parent Signup' form with the following fields and elements:

- Your Name:** A text input field with a cursor.
- 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.
- You agree to the [terms of use](#) and acknowledge the [privacy policy](#).
- Buttons:** 'Cancel' and 'Start Participating' (highlighted in blue).

This information box will appear. Complete the required information and then insert the pairing code. Click **Start Participating**.

After completing the sign up, you will not be able to log out and back in until you **go to your email and click on a confirmation link** that was sent.

For more information please visit the following resources:

[Canvas Parent/Observer Letter and Directions](#)

<https://bit.ly/2PePaUS> (found on Canvas

Community page) Specifically addresses directions for a parent with multiple accounts to “observe”

<https://vimeo.com/105957000> Video tutorial