Canvas: Observer Account Creation

We would like all parents to create a Canvas Observer Account. Canvas Observers can link their accounts to their student's accounts and monitor assignment due dates, announcements and other course content. Observers cannot participate in the course.

In order to create an Observer Account, you must have your student's Canvas username and password. Your student's Canvas username is the same as their PowerSchool username and it is case-sensitive. Your student's password is their first name and last name like this: JosephSmith.

1. Go to the Canvas site: https://diocesefwsb2.instructure.com/login/canvas
2. In the top right of the login page, you will see this:

3. Click the "Click Here for an Account."

4. This page will appear:

1. Enter your name.
2. Enter your email.
3. Enter your student's pairing code.

This code can be found by having the **student** log into their Canvas account.

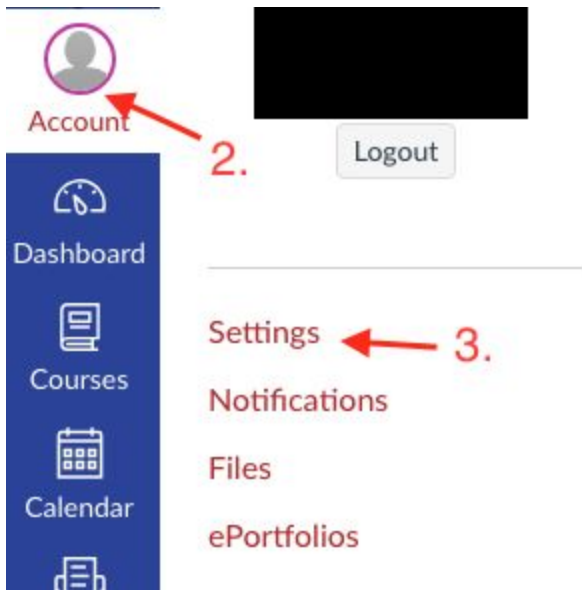Click on **Account** on the left side of the screen.

Click on **Settings**.

On the right side of the screen, click "**Pair with Observer**."
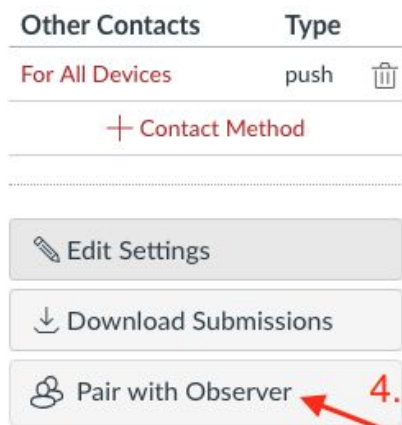
Enter that code in the Student Pairing Code box.

4. Check the terms of use.
5. Click the "Start Participating" button.

If you have more than 1 student using Canvas, you can link additional students to your observer account by following these directions:
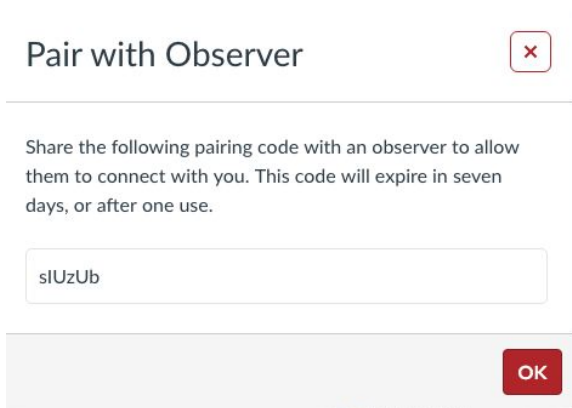
1. Have your student log into their Canvas Account.

2. Click on **Account** on the left side of the screen.

3. Click on **Settings.**

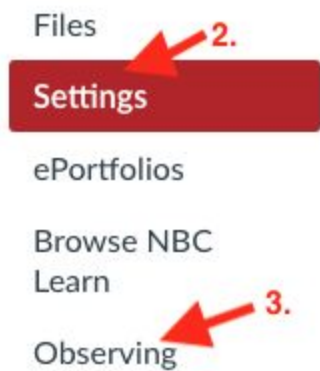4. On the right side of the screen, click **Pair With Observer**.

5. A pairing code will appear.

Pair with Observer ×

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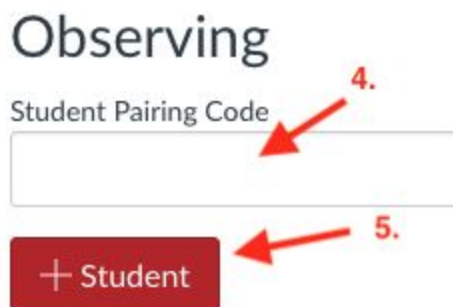
slUzUb

OK

Once you have the code, you will need to log into your Observer Account in Canvas.

1. Click on Account.
2. Click on Settings.
3. Click on Observing.

Files
2.
Settings
ePortfolios

Browse NBC
Learn
3.
Observing

4. Enter the pairing code that you obtained from your student's account.

5. Click +Student

Observing
4.
Student Pairing Code

5.
+ Student

Your student's courses should appear in your dashboard.

updated 10/18