

## How to Sign Up

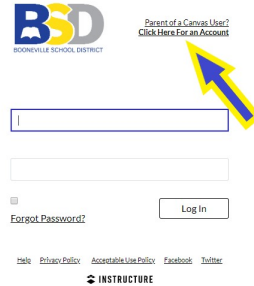
The use of a Parent Observer account is designed to enable parents to provide assistance with access and monitor assignments and other activities assigned by teachers. One parent account can be linked to multiple children and children can be linked to multiple parents.

It is important that parents create their account with their students alongside them. The use of Canvas by parents and students is intended to be a collaborative experience, with student awareness that their parent(s) have access to the information in Canvas.

# 1

### Log in to Canvas

Go to [boonevilleschools.instructure.com/](http://boonevilleschools.instructure.com/) click on the **Parent of a Canvas User** banner.

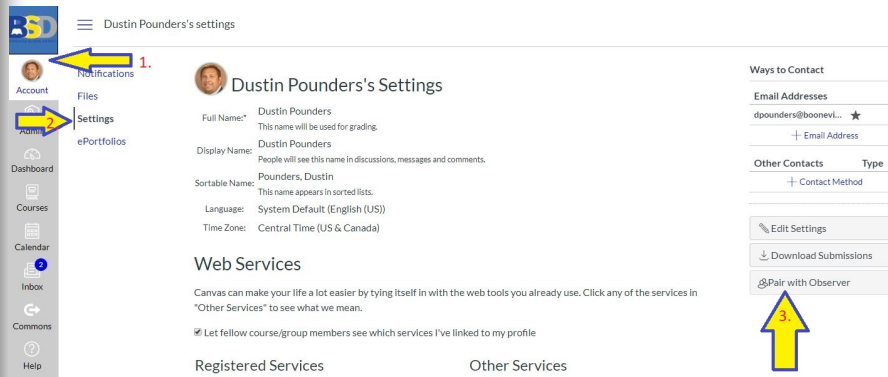


# 2

### Create an Account

Fill out the form with your name and email address and password. Add your student Pairing Code (students have to log into Canvas to create a Pairing Code).

Student Canvas Page



# 3

### Personalizing Communication Preferences

Canvas has a powerful set of communication tools for students and parents. For each of these items **Due Dates, Course Content**, and many others, you can set up how often you will receive email notifications, ASAP, daily, weekly, etc.

# 4

### Finish the Registration Process

It is very important that you check your email to finish the registration process.

Please remember to make your password complex. We recommend more than 8 characters with letters, numbers, and special characters to protect your children's Canvas data and your access. Once you are logged into Canvas, you can modify your preferences anytime by clicking on **Settings**.

# 5

### Adding other Students

When you first create an account, one student is linked to you. If you have additional students to add, follow these steps. Click **Settings**, then click **Observing** in the left Menu. This is where you can add additional students by asking for the student to enter their Canvas username and password.