

# Creating a Parent Account for Canvas

Hello Parents!

We are excited to be launching Canvas, our new platform for digital curriculum and assignments. We believe Canvas is a huge addition to the Bishop McNamara experience for teachers, students, ...and parents!

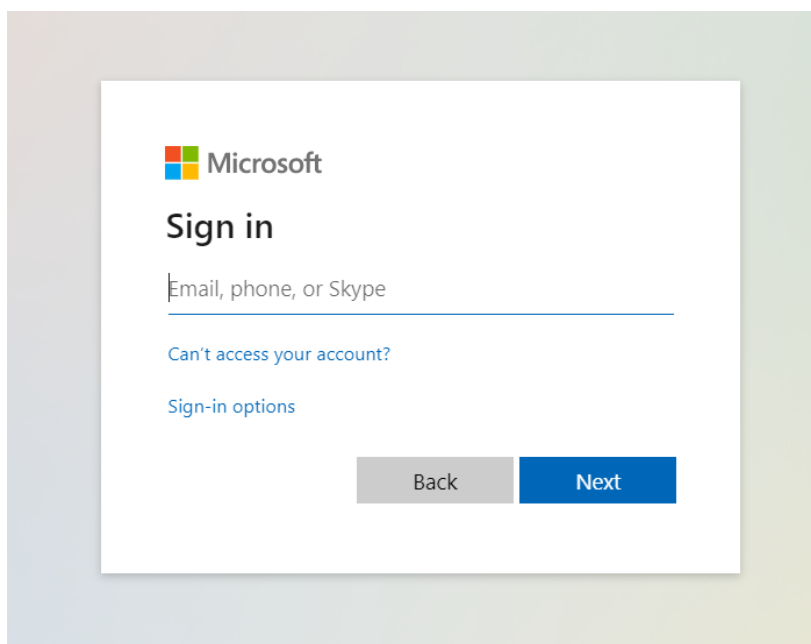
We are rolling out Canvas for all of our students, from Pre-K through high school seniors. How it is used will obviously be different at those different ages, but the overall experience will be very similar for everyone. Our in-person learners in grades 5 – 12, since they are part of our 1:1 initiative, will be using Canvas to help manage digital assignments their teachers want completed and turned in online. Our younger in-person learners may have occasional assignments and activities that they will get to complete via Canvas, especially when visiting the computer lab. Our remote learners across all grades will use Canvas to receive their assignments and instruction.

As a parent, you will have the ability to view your students' upcoming assignments and track whether they have submitted their work. In addition, if you have multiple children across our entire system, you'll be able to view ALL of their assignments and work in one place.

To get started with your parent access in Canvas, you'll need to create a parent account and then link each of your students' accounts. ***PLEASE NOTE THAT THE LOGIN LINK FOR YOUR STUDENT IS DIFFERENT THAN THE LINK TO CREATE/ LOG IN TO YOUR PARENT ACCOUNT.***

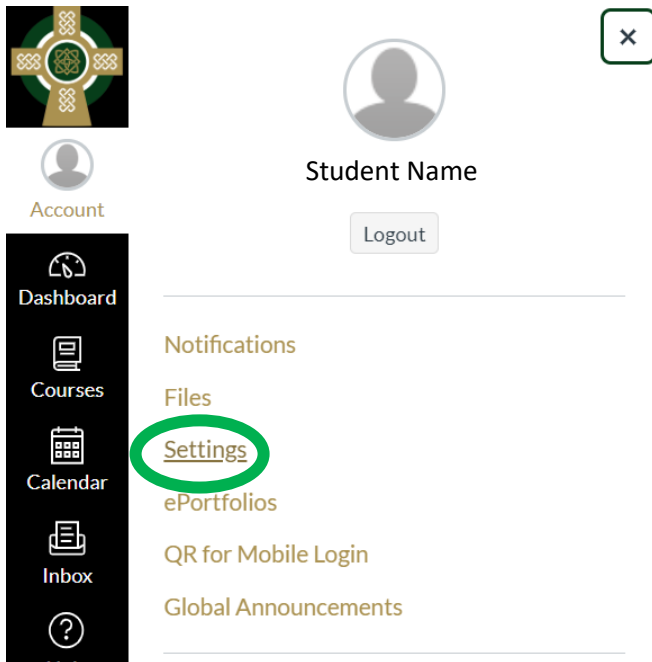
First, you'll need to get the pairing code for your student (if you have multiple students, start with your favorite)

Go to <http://canvas.bishopmac.com> to log in using your student's username and password. The login window will have the Microsoft logo on it as Canvas is tied to our Office 365 organization. If you have not yet received the login information for your student, check the spam/junk folder in your email account. If you still have not received it, contact Mr. Langelett at [slangelett@bmcss.org](mailto:slangelett@bmcss.org).

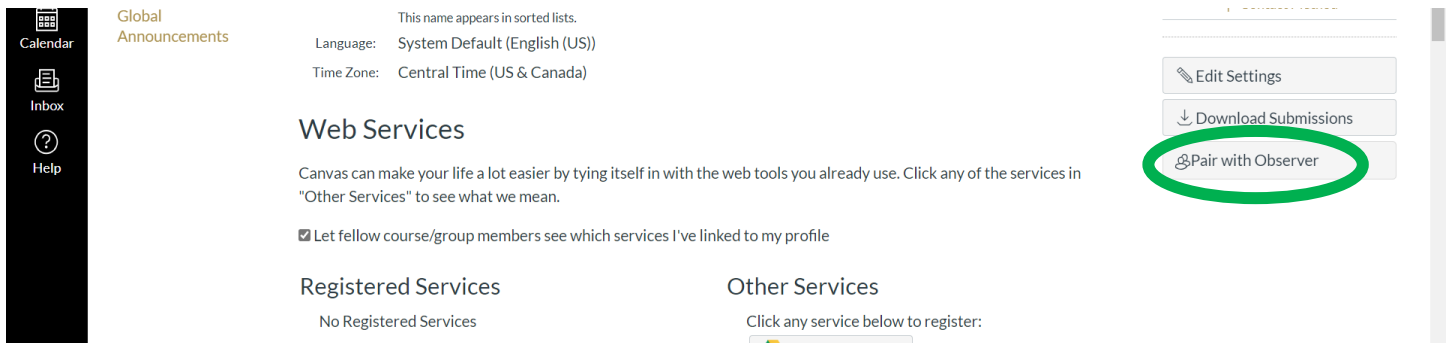


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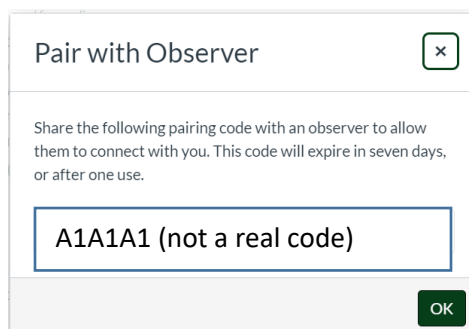
Once you have logged in as your student, click on Account, then Settings



In Settings, find the “Pair with Observer” button on the far right



You'll see your student's unique code you'll need to enter on your parent account. Copy this code.

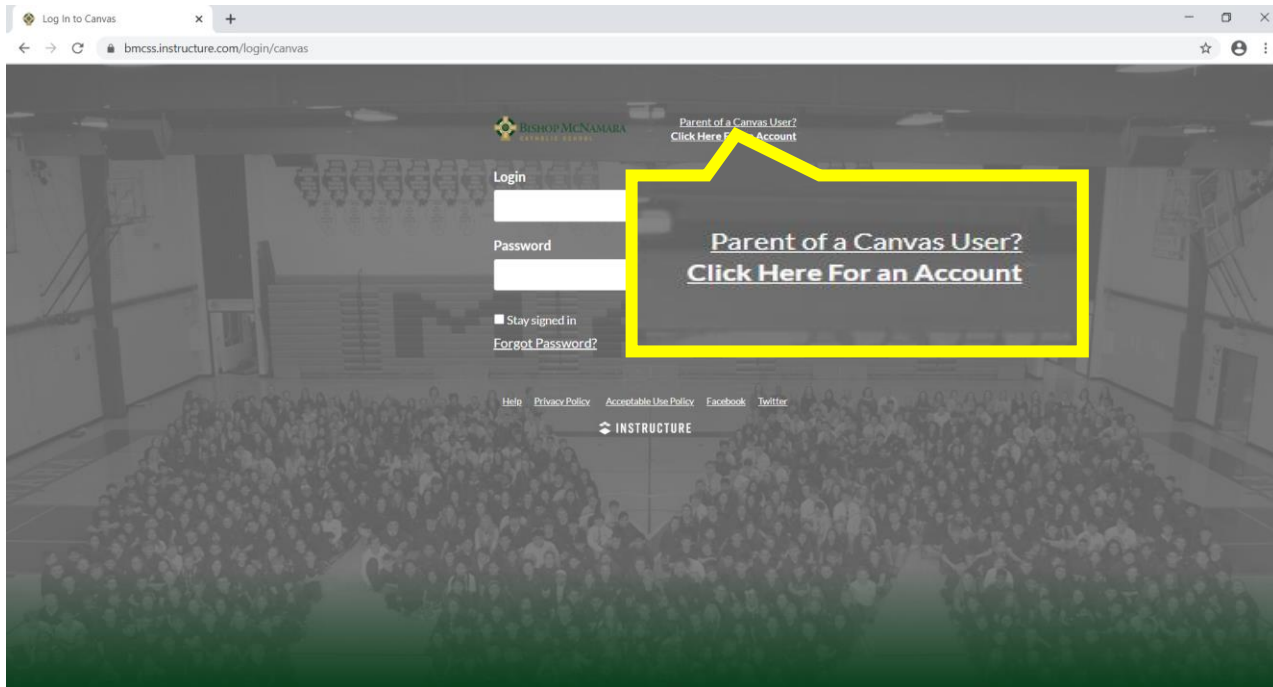


You'll need to click on Account (on the left edge of the screen) and then Logout

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Now, to create your parent account, go to <http://canvas.bishopmac.com/login/canvas>

Click the link at the top of the screen that says “Parent of a Canvas User? Click Here For an Account”



Fill out the form that pops up, including the Student Pairing Code that you copied from your student’s account. Then click Start Participating

Parent Signup

Your Name

Your Email

Password

Re-enter Password

Student Pairing Code

What is a pairing code?

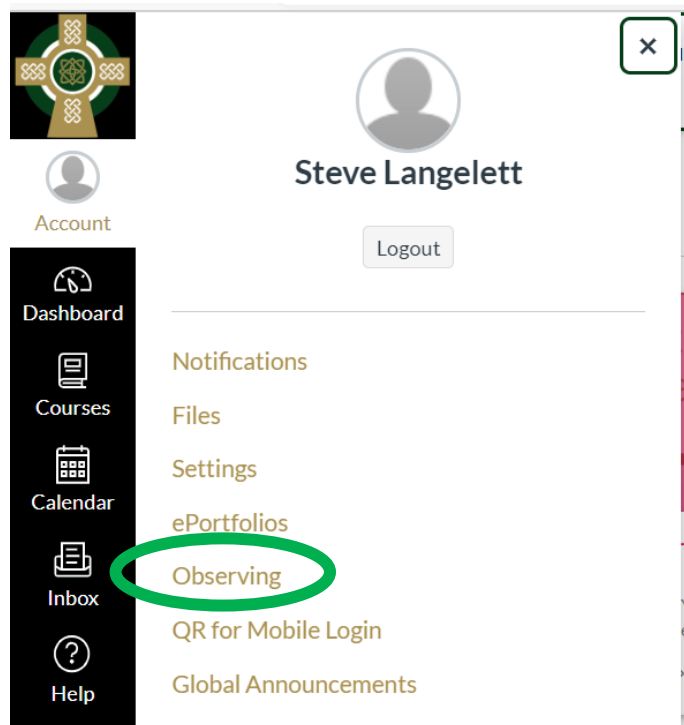
View Privacy Policy

Cancel

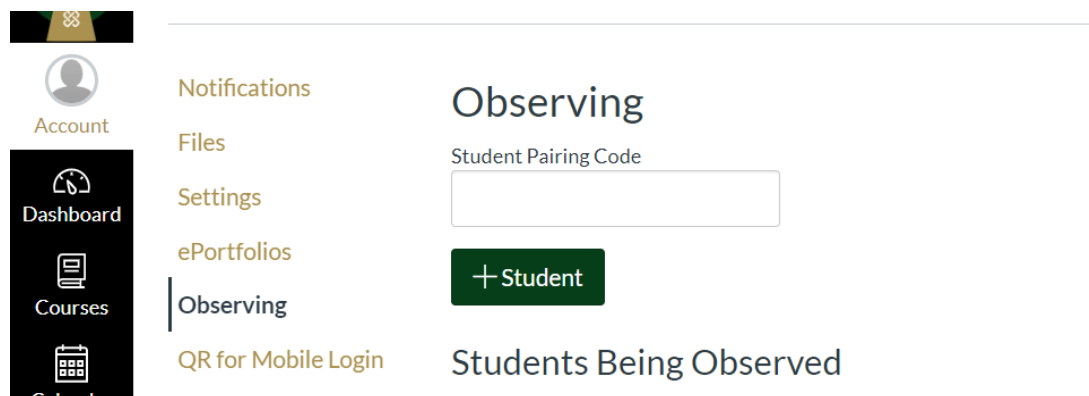
Start Participating

Once you're logged in, you'll see a dashboard that includes your student's courses.

If you need to add additional children, log in as the next child and follow the above steps to get their pairing code. Then, go back into your parent account, and on the far left edge of the screen, click on Account, then on Observing.

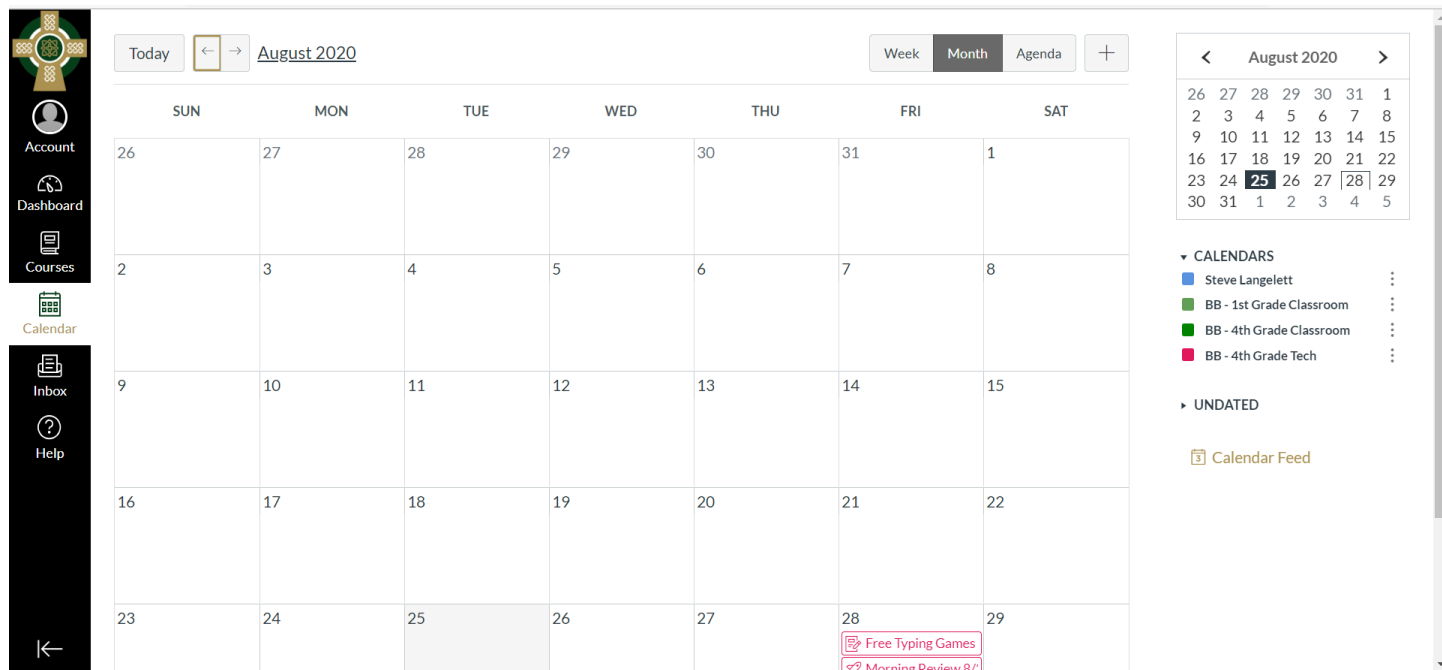


Paste or type the next child's pairing code into the Student Pairing Code box and click +Student



**See the next page for the BEST feature for parents in Canvas....**

In your parent account, on the far left edge of the screen, click Calendar



The screenshot displays the Canvas parent account interface. On the far left, a vertical navigation bar includes icons and labels for 'Account', 'Dashboard', 'Courses', 'Calendar' (which is highlighted), 'Inbox', and 'Help'. The main content area shows a calendar for August 2020. At the top of the calendar, there are tabs for 'Today', navigation arrows, the month 'August 2020', and view options: 'Week', 'Month' (selected), 'Agenda', and a '+' icon. The calendar grid shows days of the week (SUN to SAT) and dates. On the right side of the calendar, there are two overlapping assignment boxes: 'Free Typing Games' and 'Morning Review 8/1'. To the right of the calendar grid, there is a sidebar with a 'CALENDARS' section listing 'Steve Langelett', 'BB - 1st Grade Classroom', 'BB - 4th Grade Classroom', and 'BB - 4th Grade Tech'. Below this is an 'UNDATED' section with a 'Calendar Feed' link.

This calendar shows ALL the assignments for ALL of your students by due date, color coded by class. In addition, there is a link that says Calendar Feed that will allow you to subscribe to this calendar via iCal or Google Calendar on your phone so that all these assignments appear directly on the calendar (and you can set reminders of them if you need them!)

Please note: some features are also available through the Canvas Parent app; however, we recommend going through the initial setup of your parent account using the steps above. If you would like to also use the Canvas Parent app, after installing the app you will see an option to use a QR code to login to the app (easiest way to set it up). This QR code can be retrieved from your parent account by going to Account, then “QR for Mobile Login”. (This is a different QR code than what we use for student entry at school) At this time, you can access each student’s calendar separately in the Parent app, but you do need to click on the student first and you will only see one student’s assignments at a time.