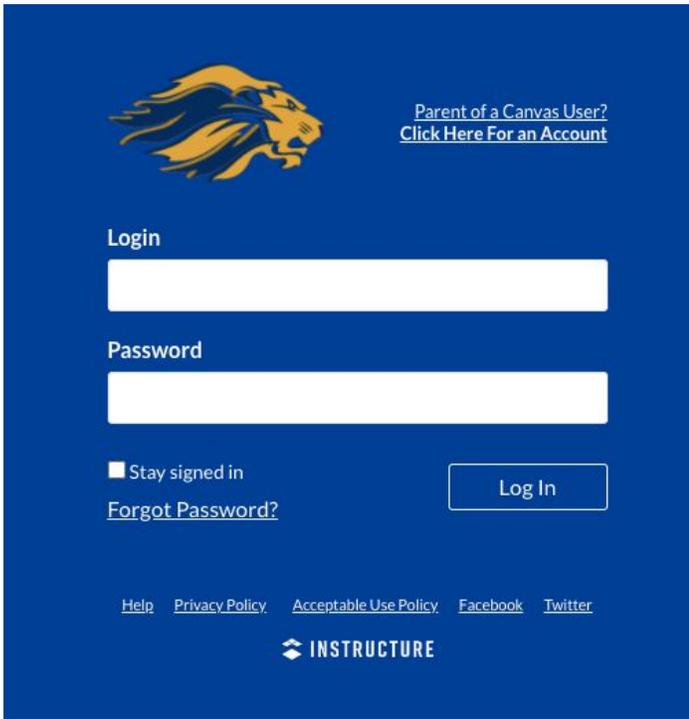


NEW HOPE-SOLEBURY
**VIRTUAL
 ACADEMY**



FAMILY OBSERVER ACCOUNT

With an observer account there are TWO ways to access Canvas to support your child.

WEB BROWSER	MOBILE APP
<p>Most comprehensive view of your child's courses.</p>	<p>Most convenient, streamlined view of your child's courses.</p>
	 <p>PARENT</p>
HOW TO ACCESS	HOW TO ACCESS
<p>Using Chrome go to: https://nhsd.instructure.com/login/canvas</p> <p>NOTE: This link is different from the URL students utilize.</p>	<p>Download the Parent app from your mobile app store.</p> <p>NOTE: There are 3 Canvas apps. One for teachers, students, and parents. Be sure to download the Parent App.</p>

DIRECTIONS ON HOW TO: SIGN UP FOR AN OBSERVER ACCOUNT

Below are directions for the signing up via the **web browser** and/or the **mobile app**.
Regardless of which method you choose, there are two steps.

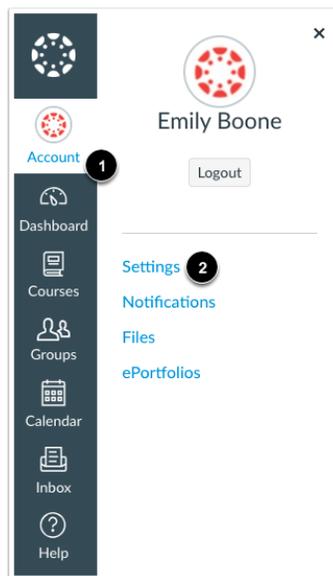
STEP ONE: Child generates a pairing code from their account.

STEP TWO: Parent creates an account and links account using pairing code.

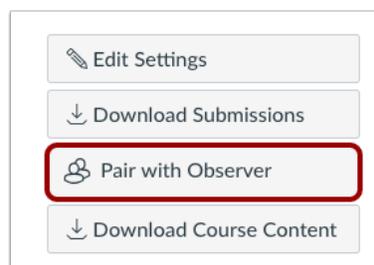
IMPORTANT: You will need your child to be with you and logged into Canvas themselves on their device in order to produce a pairing code for you to complete your observer account registration. Students must create a separate pairing code for each observer linked to their account.

STEP ONE: With Your Child

1. Students: Log into Canvas. In Global Navigation, click the Account button [1], then click the Settings button [2]

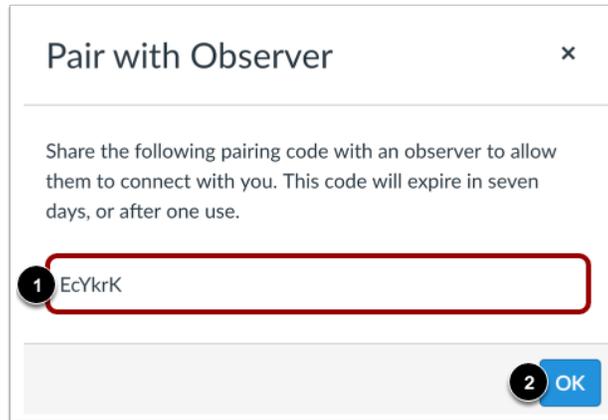


2. Click the Pair with Observer button.



3. Copy the six-digit alphanumeric pairing code [1]. You will need to share the code with

the observer who will link to your account. The pairing code will expire after seven days or its first use.



4. To close the window, click the OK button [2].

STEP TWO: On Your Device

Signing Up on the Website

1. In Chrome, go to <https://nhsd.instructure.com/login/canvas>
2. Bookmark this website for future use.
3. In the upper right, click on "Parent of a Canvas User?"



4. Complete the fields with YOUR (the parent) information. Note this information for future access.
5. Enter the pairing code your child produced in STEP ONE.

Parent Signup ×

Your Name

Your Email

Password

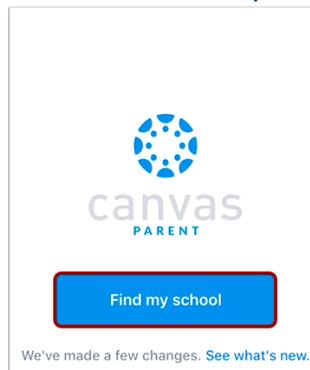
Re-enter Password

Student Pairing Code [What is a pairing code?](#)

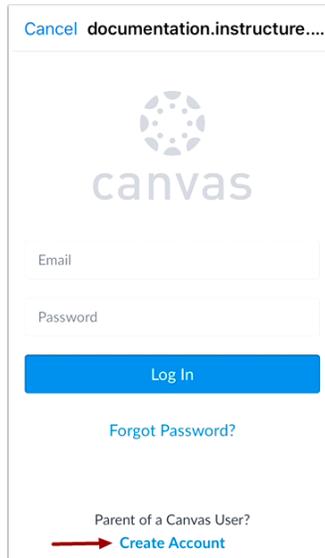
You agree to the [terms of use](#) and acknowledge the [privacy policy](#).

Signing Up on the Mobile App

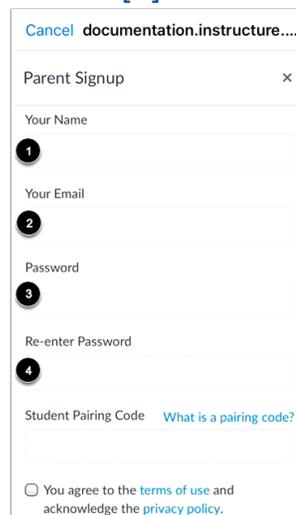
1. After downloading the mobile app, open the Canvas Parent app on your phone, click “Find School”. Enter our school’s name “New Hope Solebury-Parent”



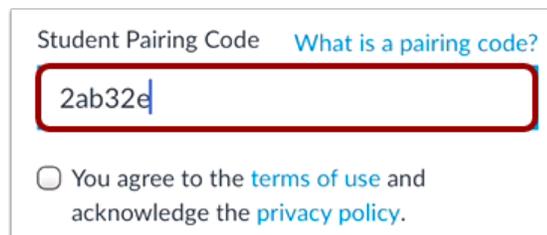
2. At the bottom of the next screen, tap “Parent of a Canvas User: Create Account”

A screenshot of the Canvas login page. At the top left, there is a "Cancel" link and the text "documentation.instructure...". In the center is the Canvas logo, which consists of a circular pattern of dots above the word "canvas". Below the logo are two input fields: "Email" and "Password". A blue "Log In" button is positioned below the password field. Underneath the button is a link that says "Forgot Password?". At the bottom, there is a link "Parent of a Canvas User?" with a red arrow pointing to a "Create Account" link.

3. Enter YOUR (the parent) name in the Your Name field [1] and email address in the Your Email field [2].
4. Then create a new password by entering it in the Password field [3]. Confirm your new password in the Re-enter Password field [4]

A screenshot of the "Parent Signup" form. At the top left, there is a "Cancel" link and the text "documentation.instructure...". The form title is "Parent Signup" with a close button (x). The form contains several fields: "Your Name" (labeled 1), "Your Email" (labeled 2), "Password" (labeled 3), and "Re-enter Password" (labeled 4). Below these is a "Student Pairing Code" field with a link "What is a pairing code?". At the bottom, there is a checkbox and the text "You agree to the terms of use and acknowledge the privacy policy."

5. Enter the six-digit alphanumeric pairing code for the student you want to link to in the Student Pairing Code field.

A close-up screenshot of the "Student Pairing Code" field. The field is labeled "Student Pairing Code" and has a link "What is a pairing code?". The text "2ab32e" is entered into the field and is highlighted with a red rectangular border. Below the field is a checkbox and the text "You agree to the terms of use and acknowledge the privacy policy."

6. To complete your registration, agree to the Terms of Use and Privacy Policy [1]. Then tap the Start Participating button [2].

You agree to the [terms of use](#) and
↑ acknowledge the [privacy policy](#).

1

Cancel

2

Start Participating

DIRECTIONS ON HOW TO: USE YOUR OBSERVER ACCOUNT

Below are directions for the accessing your observer account via the **web browser** and/or the **mobile app**.

Having an observer account lets you view a read-only version of your student's course events, assignments, and grades. You can also add and view multiple students in your account.

REMEMBER: All official grades will still be recorded in Home Access Center (HAC).

Web Browser

1. Log into your new observer account at <https://nhsd.instructure.com/login/canvas>
2. When you log in you will see all of your child's courses on the Dashboard and under "Courses" on the left hand side.
3. This view will give you a read-only look into the courses your child is enrolled in.

Tips for managing multiple students in Canvas:

As an Observer, you have access to a lot of great information, and it can be challenging to navigate the information efficiently, especially if you are actively monitoring the courses of more than one student. Depending on how many students you follow and in how many courses your students are enrolled, the dashboard can become overwhelming.

Below are a few tips for managing multiple students under your single Parent Observer account:

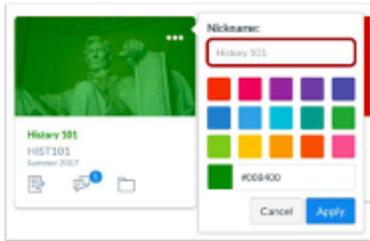
Course Nicknames

You may adjust the nickname for each course. That way, you can include each child's first initial or name ahead of the course name (ex- K: US History or Kelly: US History).

Course nicknames appear in the Dashboard, course navigation menu, course breadcrumbs, and notification emails. The nicknames will also appear on the Canvas app.

The course nickname is only available to the individual user who created the nicknames.

To access the nickname field, click the three dots in the top right hand corner of the course card.



Course Colors

Another option is to color code the course cards so all of child #1's courses are one color, all of child #2's courses are a second, etc.

The color that is shown on the course card is synced with the color shown for the course in the Calendar.

The course card colors are only available to the individual user who selected the colors.

To select course card colors, click the three dots in the top right hand corner of the course card.

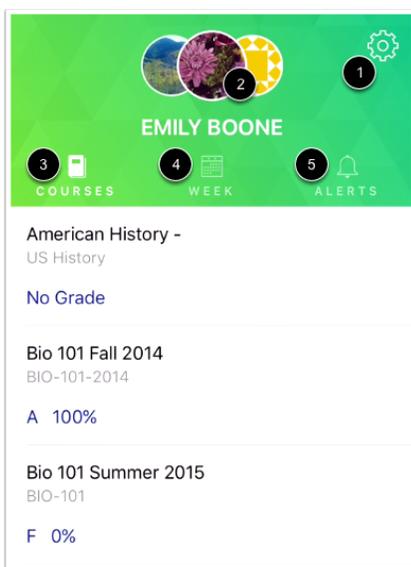
Canvas Parent App

While viewing Canvas from a web browser as an Observer gives you very detailed information about the course, the Canvas Parent App allows the Observer to view a student's course events (calendar) and upcoming assignments, and course announcements.

The Parent App allows the Observer to view one student's course information at a time.

Mobile App

View Dashboard



In the Canvas Parent app, you can view app settings [1], select a student [2], and view the student's courses [3], the student's weekly calendar [4], and alerts about the student's course participation [5].

View Settings

EMILY BOONE

COURSES WEEK ALERTS

American History -
US History
No Grade

Bio 101 Fall 2014
BIO-101-2014
A 100%

Bio 101 Summer 2015
BIO-101
F 0%

From the Settings page, you can view the students you are following, add alerts, add students, access help, and logout. Learn how to [manage settings](#).

View Student

EMILY BOONE

COURSES WEEK ALERTS

American History -
US History
No Grade

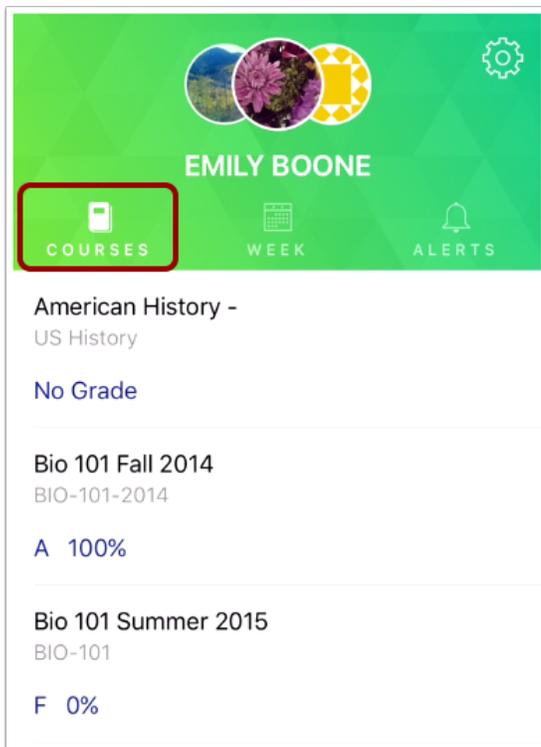
Bio 101 Fall 2014
BIO-101-2014
A 100%

Bio 101 Summer 2015
BIO-101
F 0%

Your added student's name and profile picture display on the Dashboard. If you have multiple students associated with your account, you can view another student by tapping the student's picture or swiping the app.

Note: Student profile pictures only display if the student's institution allows students to upload profile pictures.

View Courses



The Dashboard defaults to the Courses page and displays the list of courses for the student you are viewing.

