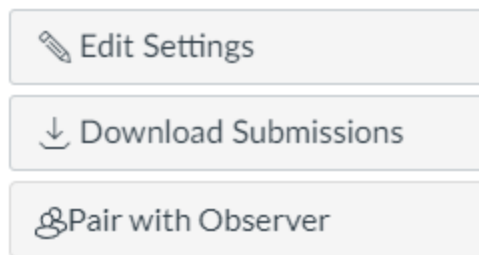


GHS Parents,

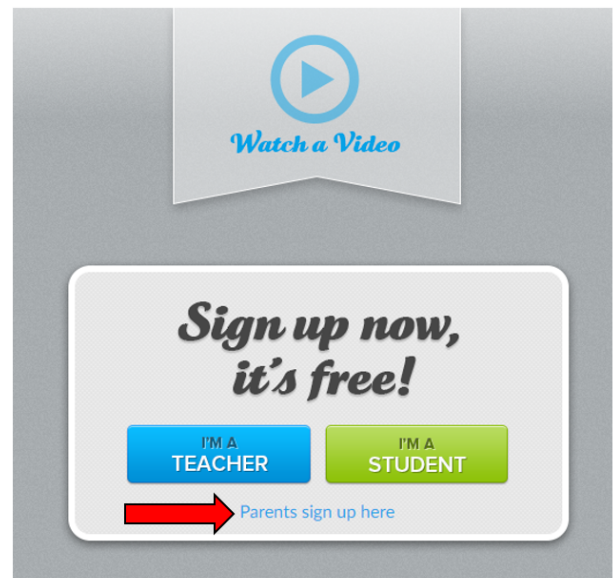
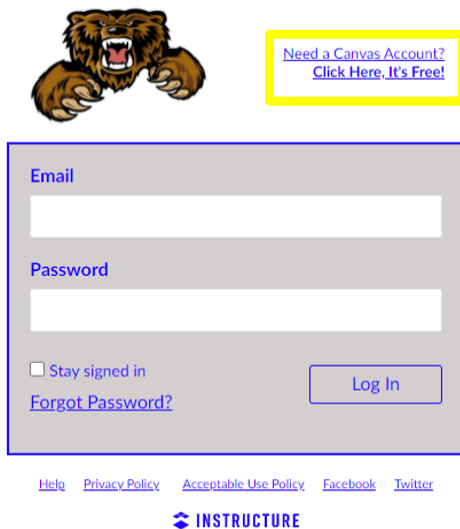
Parents can sign up as an observer in Canvas. Observers can link their Canvas account to their student's account so they can see assignment due dates, announcements, and other course content. Observers can view the course content but cannot participate in the course.

Steps to Creating a Parent “Observer” Account on Canvas:

1. You will need to retrieve a pairing code from one of your children currently attending classes at Galena High School. Students can access this code from their “Settings” tab in their profile. There is a button on the right side of their page that is labeled “Pair with Observer”. (See Below) This will generate a unique 6-character code that you will need to pair up with your student in Canvas.



2. Navigate to the Galena R-II School District Canvas Page (<https://galenabears.instructure.com>) and click on the “Need a Canvas Account?” link (see below) and choose the “Parents Sign up Here” button.



3. Complete the information to create your account (see below). You will need to enter in ONE pairing code to create your account.

The image shows a 'Parent Signup' form with the following fields: 'Your Name', 'Your Email', 'Password', 'Re-enter Password', and 'Student Pairing Code'. The 'Student Pairing Code' field is highlighted with a yellow border. An orange arrow points from the text 'This code is found on your child's Canvas account under "Settings"' to the 'Student Pairing Code' field. Another orange arrow points from the text 'You will create your own password for Canvas' to the 'Password' field. At the bottom of the form, there are three buttons: 'View Privacy Policy' (a link), 'Cancel', and 'Start Participating'.

This code is found on your child's Canvas account under "Settings"

You will create your own password for Canvas

4. In order to observe additional students you will need to click on the "Account" tab and then select "observers". This will show you all of the students that you are currently paired with to observe in Canvas. To add more students you will need to get their pairing code and enter into the text box and click the "+ Student" button. You will need to complete this for each of your children currently enrolled in canvas.



Notifications

Profile

Files

Settings

Observing

QR for Mobile Login

Global Announcements

Observing

Student Pairing Code

+ Student

Students Being Observed

- [Redacted]

Enter 6-character code in this box – code is case sensitive