CANVAS – Step-by-step directions

Students will need to log into their Google accounts to get to Canvas to generate a code to give to their parents.

If you need a student's email address, please email the office.

STUDENTS:

The easiest way for students to log into Canvas is to first login to the Chrome browser with their school email account

1. Sign into Google account
2. Find the Canvas App from the Google Apps (9 little dots) in the upper right-hand corner
3. Click on the app and you will be signed in automatically.

A student can generate a pairing code to link a parent as an observer to their Canvas account. (They will have to create a separate pairing code for each observer who want to link to their account.)

1. Click on the Account icon on the left-hand side of the screen
2. Click on settings
3. Click on pair with observer – that will generate a code
4. Give that code to your parent

PARENTS:

You can set up your Parent Observer Account using the Canvas Parent mobile app or by going to https://canvas.grdiocese.org. If using the Canvas Parent app, you will use **Diocese of Grand Rapids-Parent** as the school name.

1. Under the Canvas logo, click on Canvas login
2. Login as a parent/guardian
3. Upper right-hand corner, click on "click here for account"
4. Type in your name, email, password, and child's pairing code
5. Agree to terms of use
6. Click on start participating

This will take you to the Canvas dashboard. To add your student pairing code:

1. Once in Canvas, click on account on the left side of the screen
2. Click on settings
3. Click on observing
4. Type in the generated code that you receive from your child, your child's name will appear under students being observed

PLEASE NOTE: When teachers post, there is a 24-hour synching time until parents/students can see what was posted.