Parent Observer Instructions

https://stemechs.instructure.com

What Parents will need:

1. Internet Browser
2. Parent email address
3. Student Pairing Code

NOTE: If you do not have a student pairing code, student will need to be present at the time of parent sign up.
Step 1: Obtaining a student **Pairing Code**

This step requires your student to log into their Canvas account to obtain a Pairing Code

* If you are having difficulty with your student logging into their account to obtain a Pairing Code please contact the school and we will be happy to assist you

Have your student log into their account

1. Have student select **Account**
2. Have student select **Settings**
Step 1: Obtain a student **Pairing Code** (continued)

3. Have student select Pair with Observer

4. Record the **code** for parent sign up

   NOTE: Parents will not be able to sign up without a Pairing Code
Step 2: Parent Observer Account

1. Have student Log out of their account
2. Go to the STEM ECHS Canvas Home page https://stemechs.instructure.com
3. Select the link at the upper right hand corner to sign up for a Parent Observer Account
Step 3: **Complete Parent Signup Information**

1. **Enter Parent Information**
   a. Parent Name
   b. Parent Email for logging in
   c. Parent created password for personal login

2. **Student pairing Code**
   a. Code is expires in 24 hrs. or after 1 use
   b. Revisit Step 1 if needed

3. **Agree to the Terms of Use and Privacy Policy**

4. **Select**

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Parent Sign-up

Your Name
- Parent Name

Your Email
- parentEmail@email.com

Password
- ********

Re-enter Password
- ********

Student Pairing Code
- 5c10fb

- You agree to the terms of use and acknowledge the privacy policy.
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Parents,

Please **record the email and password used** for your personal parent login. These two items will be used to login to your parent account through the **Canvas Parent app** or **Canvas website**.
Step 4: **Notification Preferences**

1. Log into parent account if you have not already
2. Select Account
3. Select Notifications
   a. Here you will be able to adjust all notification settings

Here parent notification settings can be adjusted to personal preference.
Step 5: Navigating Canvas

- **Account information** - View your Profile, adjust personal Settings, Notification preferences
- **Dashboard** - View all courses your student is currently enrolled in, Upcoming assignments for all courses, recent feedback from Teachers.
- **Courses** - Courses your students are enrolled in
- **Calendar** - Monthly view of assignments from all courses. Strike through title implies that assignment has been turned in.
- **Inbox** - Canvas electronic emailing. Here you may email your students teacher if needed.
- **Help** - Guide provided by Canvas if technological help is needed. Feel free to contact the school if Help is needed.