

## Quick Guide: Parent Access to Canvas

In order for parents to access and view student courses, they must first be “paired” to their student’s account. This is a two-step process. First, the student must provide the parent with a pairing code. Second, the parent can use that code to create their account and become an observer in their student’s courses.

### Step 1: Student must provide the parent/observer with a pairing code.

- 1) As the student, log in to Canvas via [lms.pps.net](https://lms.pps.net).
- 2) Enter the front end of your username only, up to but not included the [@student.pps.net](mailto:@student.pps.net).
- 3) Enter your password.
- 4) Click the login button.
- 5) Click on "Account"
- 6) Click on "Settings"
- 7) Click on "Pair with Observer"



Parent of a Canvas User?  
[Click Here For an Account](#)  
[Browse courses](#)

**PPS**

Username (without @pps.net or @student.pps.net)

Password

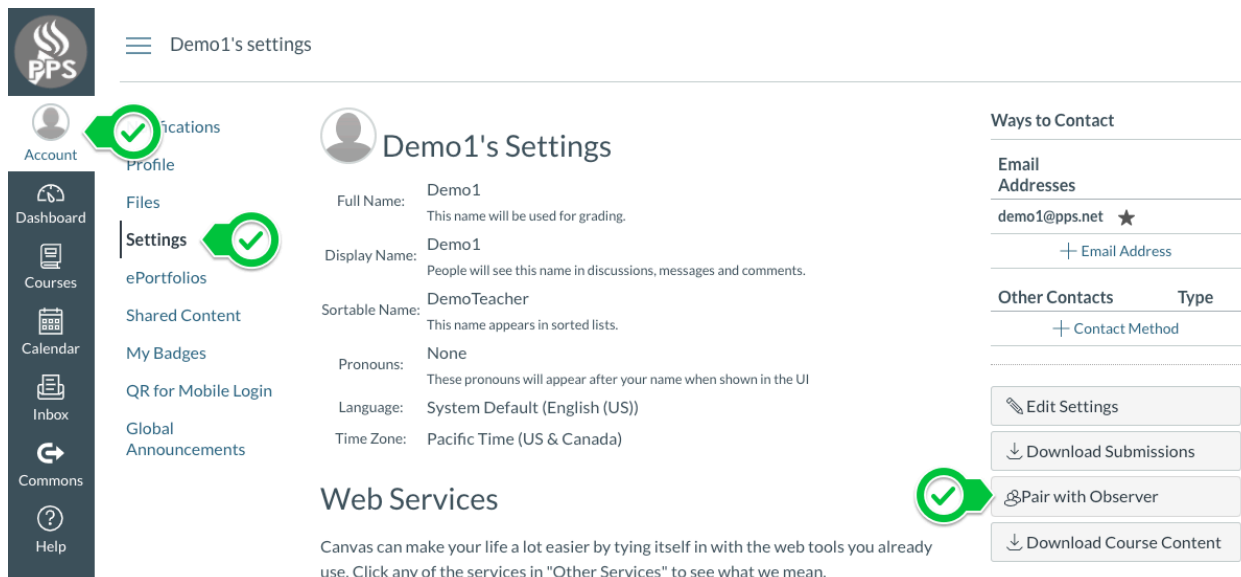
☐ Stay signed in

[Forgot Password?](#)

Log In

[Help](#) [Privacy Policy](#) [Acceptable Use Policy](#) [Facebook](#) [Twitter](#)

**INSTRUCTURE**



**PPS** Demo1's settings

Account Profile Settings ePortfolios Shared Content My Badges QR for Mobile Login Global Announcements

**Demo1's Settings**

Full Name: Demo1  
This name will be used for grading.

Display Name: Demo1  
People will see this name in discussions, messages and comments.

Sortable Name: DemoTeacher  
This name appears in sorted lists.

Pronouns: None  
These pronouns will appear after your name when shown in the UI

Language: System Default (English (US))

Time Zone: Pacific Time (US & Canada)

**Web Services**

Canvas can make your life a lot easier by tying itself in with the web tools you already use. Click any of the services in "Other Services" to see what we mean.

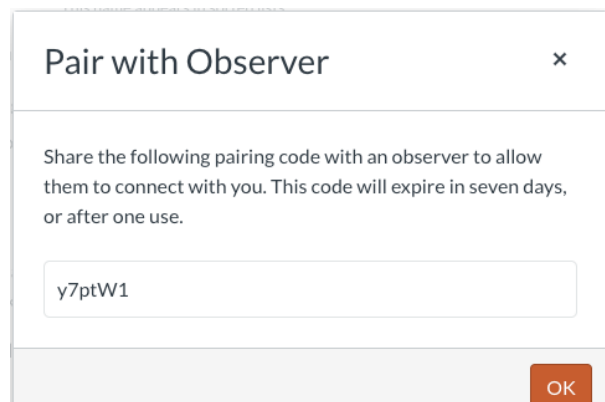
**Ways to Contact**

Email Addresses  
demo1@pps.net ★  
+ Email Address

Other Contacts Type  
+ Contact Method

Edit Settings  
Download Submissions  
Pair with Observer  
Download Course Content

- 8) Copy or write down the pairing code that will appear in the open dialog. Give this pairing code to your parent.



**Pair with Observer** ×

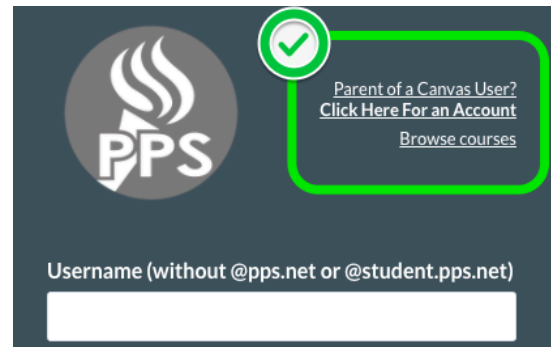
Share the following pairing code with an observer to allow them to connect with you. This code will expire in seven days, or after one use.

y7ptW1

OK

## Step 2: Parent signs up for a Canvas account and pairs to their student account

- 1) In a web browser, go to [lms.pps.net](https://lms.pps.net).
- 2) Click on the “Parent of a Canvas User?” link in the upper right.
- 3) Enter your password.
- 4) Click the login button.



- 5) Complete your name, email, and select a password.
- 6) Enter the pairing code provided to you by your student.
- 7) Click “Start Participating”.

**Step 2a: For parents who already have a canvas account: Parents can add additional students to their account by clicking on “Account” then “Observing”. Parents will need a pairing code for each student they wish to add (step 1 above).**

