

## Parent/Guardian Canvas Accounts

In Canvas, parents will be enrolled as an Observer in their child's/children's course(s).

### What can Parents do in a Canvas course?

In Canvas, parents will have limited permission that will allow them to see what is going on in the course without interrupting the flow of daily course communication. Parents will not be able to submit work on behalf of their children, but they can view their grades, and upcoming Assignments. They will also be able to read Announcements, view the course Calendar, and see some interaction in the course.

### How do I sign up for a Canvas account as a Parent?

Parents must provide their own personal email address to their child's/children's school. If you have multiple children/schools, please be sure to use the same email address for all children so that they will be linked to the same Canvas account. This is done at the campus. If students are not "linked" properly during registration you will not have access to everyone in Canvas. If no email address is on file in the system, an account will not be created. You must also have a Parent Access account (**using the same email address for all children**) before your Canvas account can be created. If you do not have a Parent Access account, please register each child for an account (**using the same email address**) and allow 24 hours for your Canvas account to be created. Any issues will cause a delay in the creation of a Canvas account.

Please contact your child's school with any Parent Access account questions.

### Where do I go to log in?

Go to CISD's main website at: [www.conroeisd.net](http://www.conroeisd.net)

Click on the "Parents/Students" link and then click on "Canvas" which is listed under "RESOURCES FOR PARENTS":

The screenshot shows the Conroe Independent School District website. The browser address bar displays [conroeisd.net](http://conroeisd.net). The navigation menu includes links for **Parents/Students**, **Employees**, **Community**, and **MORE**. A red arrow points from the **Parents/Students** link to the **Canvas** link in the **RESOURCES FOR PARENTS** section. The **RESOURCES FOR PARENTS** section lists the following links: **Enrollment & Transfers**, **Communicating with CISD**, **Parent Access Center**, and **Canvas**. The **RESOURCES FOR STUDENTS** section lists the following links: **Outlook Email**, **School Meals**, **Student Access Center**, **Student Information**, and **Safety Information**. A red arrow also points from the **Canvas** link to the **Click the Link Below to View Bus Assignments** text.

**What Bus Do I Ride?**

**Click the Link Below to View Bus Assignments**

**RESOURCES FOR PARENTS**

- > Enrollment & Transfers
- > Communicating with CISD
- > Parent Access Center
- > Canvas

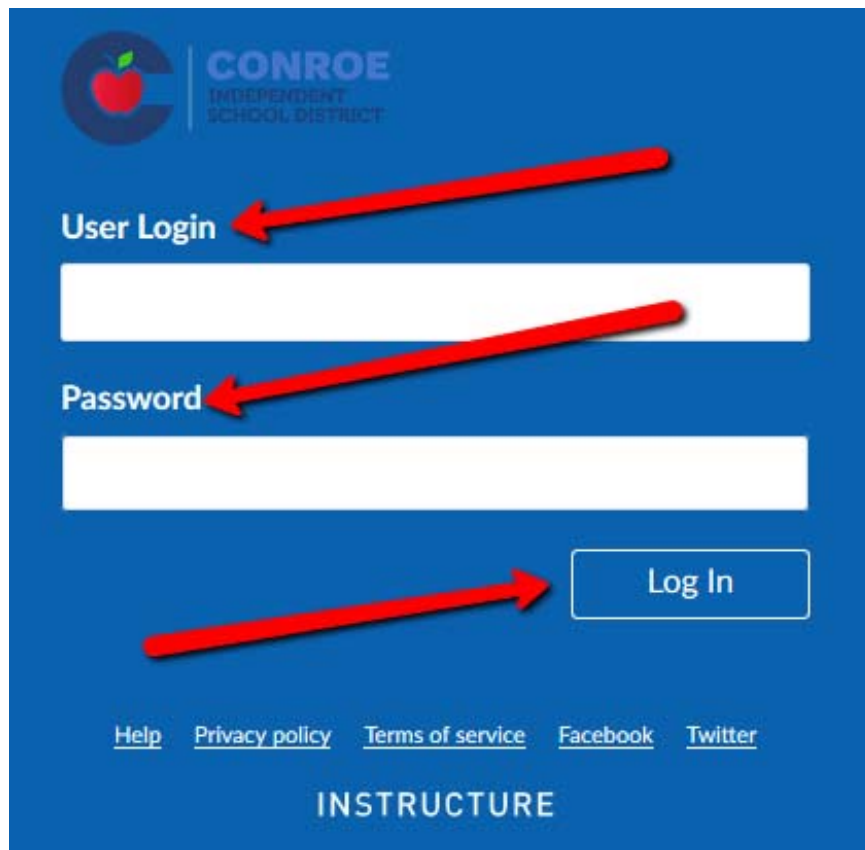
**RESOURCES FOR STUDENTS**

- > Outlook Email
- > School Meals
- > Student Access Center
- > Student Information
- > Safety Information

The Canvas login screen will display as seen below.

**User Login:** Enter the primary email address that you provided to the school and that you use for logging into Parent Access.

**Password:** Use the same password that you use for your Parent Access Account (passwords for Canvas are case sensitive).



Click on "Log In":

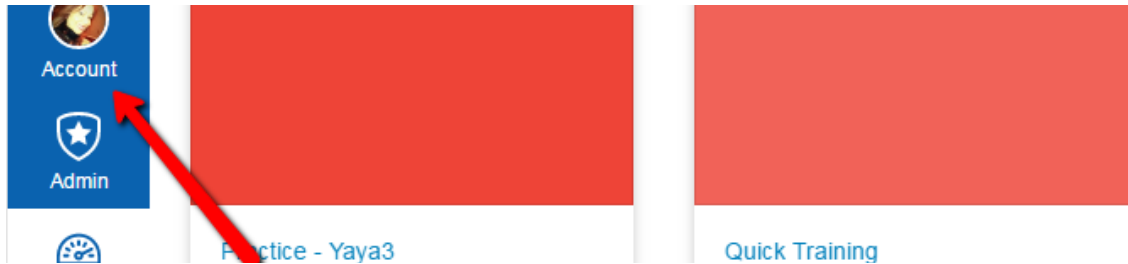
You are now logged into Canvas and viewing your User Dashboard:



To Do	
1	Grade Watch Power Point My Animals Class 10 points • Jul 22, 2015 at 3pm
1	Grade Turnitin Practice turnitin-yaya 100 points • Aug 18, 2015 at 11:59pm
1	Grade test speedgrader turnitin-yaya 100 points • Aug 25, 2015 at 11:59pm
1	Grade Demo for Spelling turnitin-yaya 100 points • May 31 at 11:59pm
1	Grade Testing Doc Scan Journey With Canvas - Yes you can use Canvas 100 points • Aug 2 at 11:59pm
1	Turn in File Assignment Journey with Canvas - Speedgrader 100 points • Aug 1 at 11:59pm
1	Turn in Rubric Journey with Canvas - Speedgrader 100 points • Aug 2 at 11:59pm

## How do I set my Notification Preferences?

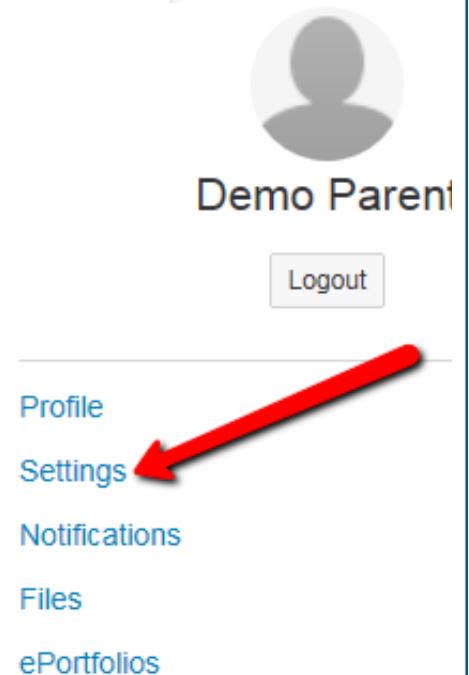
At the left hand-side of the Dashboard, click on "Account" to access user settings:



Select "Settings" from the available menu options:

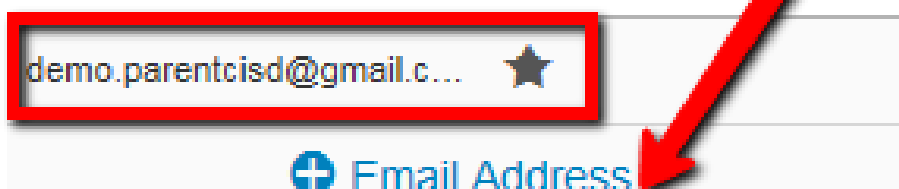
- ◇ Canvas includes a set of default notification preferences.
- ◇ You can set your own Canvas notification preferences.
- ◇ These settings apply for all courses and cannot be changed for individual courses.

"Ways to Contact" will display and use your email address that you used to register your Parent Access account. However, you are able to add more email addresses as you wish. Just select the "+Email Address" option:



### Ways to Contact

#### Email Addresses



Enter the email address and click on "Register Email":

#### Register Communication

Email

### Optional Contact Method

Under "Other Contacts", you can add your cell phone number in order to receive text message notifications. Just select "Add Contact Method" to add your cell number:

Other Contacts	Type
5555552040@tmomail.net	sms ✓
Contact Method	

Select your country from the drop down menu and then enter your cell phone number in the next field and click on "Register SMS":

Register Communication

Email Text (SMS)

Country [Select Country] ▼

Cell Number

Register SMS

Select "Notifications" from the available menu options:

You can view and set notification preferences for each of your contact methods that were previously set.

Under "Notification Preferences", you will see a column for each contact method. See the example below which includes an email address and cell phone number as contact methods.

- Notifications
  - Profile
  - Files
  - Settings
  - ePortfolios
  - My Badges
  - Observing
- 

## Notification Preferences

Course Activities	Email Address	Cell Number
	demo.parentcisd@gmail.com	5555552040@tmomail.net

There are four contact method options to choose from for each course activity:

1. Select the **Check Mark** icon to be notified immediately of any changes for that activity.
2. Select the **Clock** icon to be notified with a daily summary of changes for that activity.
3. Select the **Calendar** icon to be notified with a weekly summary of changes for that activity.
4. Select the **X** icon to remove the notification preference so you won't be notified of any changes for that activity.

## Notification Preferences

✓ Notify me right away ⌚ Send daily summary 📅 Send weekly summary ✕ Do not send me anything

Course Activities	Email Address ysmall@conroeisd.net	Push Notification For All Devices
Due Date	✓ ⌚ 📅 ✕	✓ ✕
Grading Policies	✓ ⌚ 📅 ✕	✓ ✕
Course Content	✓ ⌚ 📅 ✕	✓ ✕
Files	✓ ⌚ 📅 ✕	✓ ✕
Announcement	✓ ⌚ 📅 ✕	✓ ✕
Announcement Created By You	✓ ⌚ 📅 ✕	✓ ✕

Once you select a preference, you will see the selected icon in a green box.



The Conroe logo icon on the top left hand side of screen will take you back to your user dashboard. Or, you can click on "Dashboard".



Account



Dashboard



Courses



Calendar



Inbox

All of the links that you see to the left are part of your Global Navigation and are accessible from anywhere in Canvas.

Click on "Courses" to see a list of available courses in which your children are scheduled. Select any of the courses listed to be able to view the content of that course.

Example:

**Language Arts 202** is a course tied to my 2nd grade child

**Biology B 1** is tied to my high school child

NOTE: You will only be able to view courses that have been published (made available) by the teacher. If a course is not listed, then that course has not been published yet. You can check by selecting "All Courses", if a course has "No" in the published column, it has not been published by the teacher.



## Courses

Biology B 1

Language Arts 202

Math 202

Social Studies 202

Spanish B 3

Theater Art B 4

All Courses



Account



Dashboard



Courses



Calendar



Inbox

Dashboard will also display courses from the "courses" link. You have the option to personalize the color and give the course a "nickname" by selecting the gear icon. Or, you can toggle and see a "Recent Activity" list instead.

Drag & drop course cards to reorder.

## Dashboard

Click dots to toggle to "Recent Activity" view

Click on dots to edit color and/or give this course a "nick name"

My Science  
Yaya's Quizzes



Johns SS  
Student Intro

## Dashboard

### Recent Activity



21 Announcements

UTechHelo, Canvas Helo, Italian, Getting, and 1 more...

SHOW MORE



2 Assignment Notifications

Yaya's Quizzes and Virtual Helo

SHOW MORE



23 Discussions

Canvas Helo, eTAC Secondary, Italian, UTechHelo, and 2 more...

SHOW MORE

## Calendar

The calendar will give you an overview of what is going on in each course. You will be able to see assignments, quizzes, and events that have been posted by the teacher(s).

Click on "Calendar" from the global navigation menu.

Everything on the calendar is color coordinated. You will be able to see all of the courses listed under "Calendars". As long as the course is selected, you will be able to see all of the data for that course on the calendar:

**NOTE: You can only select ten (10) courses at a time to view on the calendar.**

Today ◀ ▶ Week **Month** Agenda Scheduler +

August 2016

SUN	MON	TUE	WED	THU	FRI	SAT
31	1	2 Key Indicators Quiz SUPPLY LIST	3 Mission to Mars Field Trip	4	5	6
7	8	9 ePortfolio and Canvas Explorator Pythagore: Theorem and Spiral	10 3rd Qtr Progress Reports TEST: SW Asia Culture/Re	11	12 CNN Quiz 2 Extra Credit Due	13

August 2016

Calendars

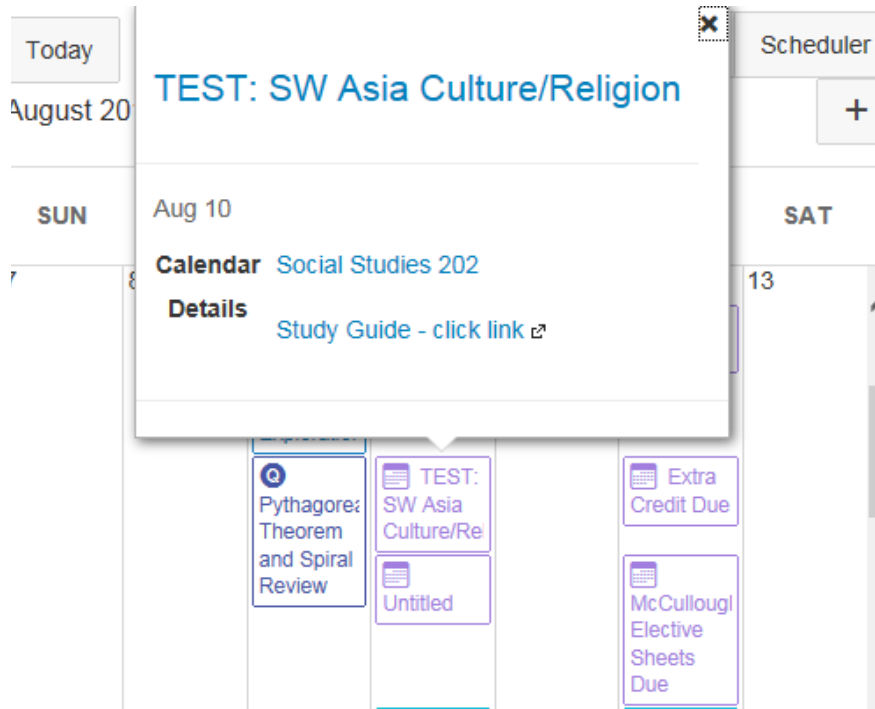
- Demo Parent
- Biology B 1
- Language Arts 202
- Math 202
- Social Studies 202
- Spanish B 3
- Theater Art B 4

Undated items

Calendar Feed

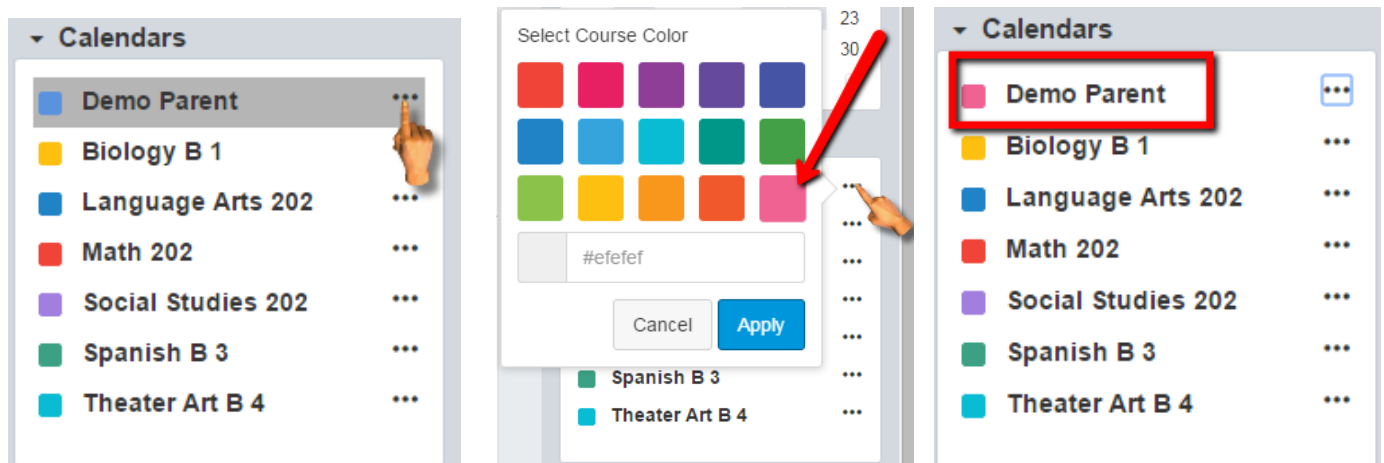


If you click on any of the items on the calendar, you will be able to see more details:



You can customize the color for each course by clicking on the three dots next to the course name. This can be done in Calendar view or from the Dashboard.

Just select the color from the color choices, then click "Apply".



The new color that you chose will now be associated with that course.



## Android App for Canvas

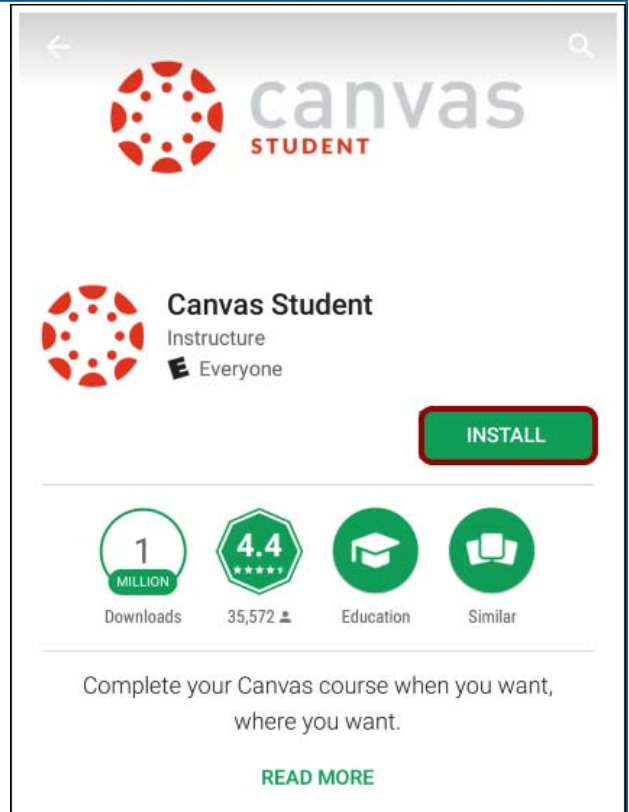
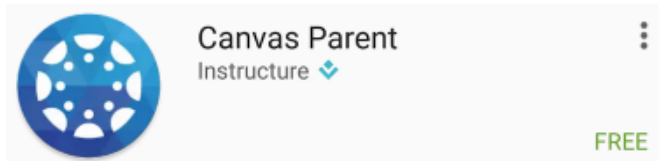
Canvas has an app available for Android users.

Android users will need to open the Play Store to search for the app.

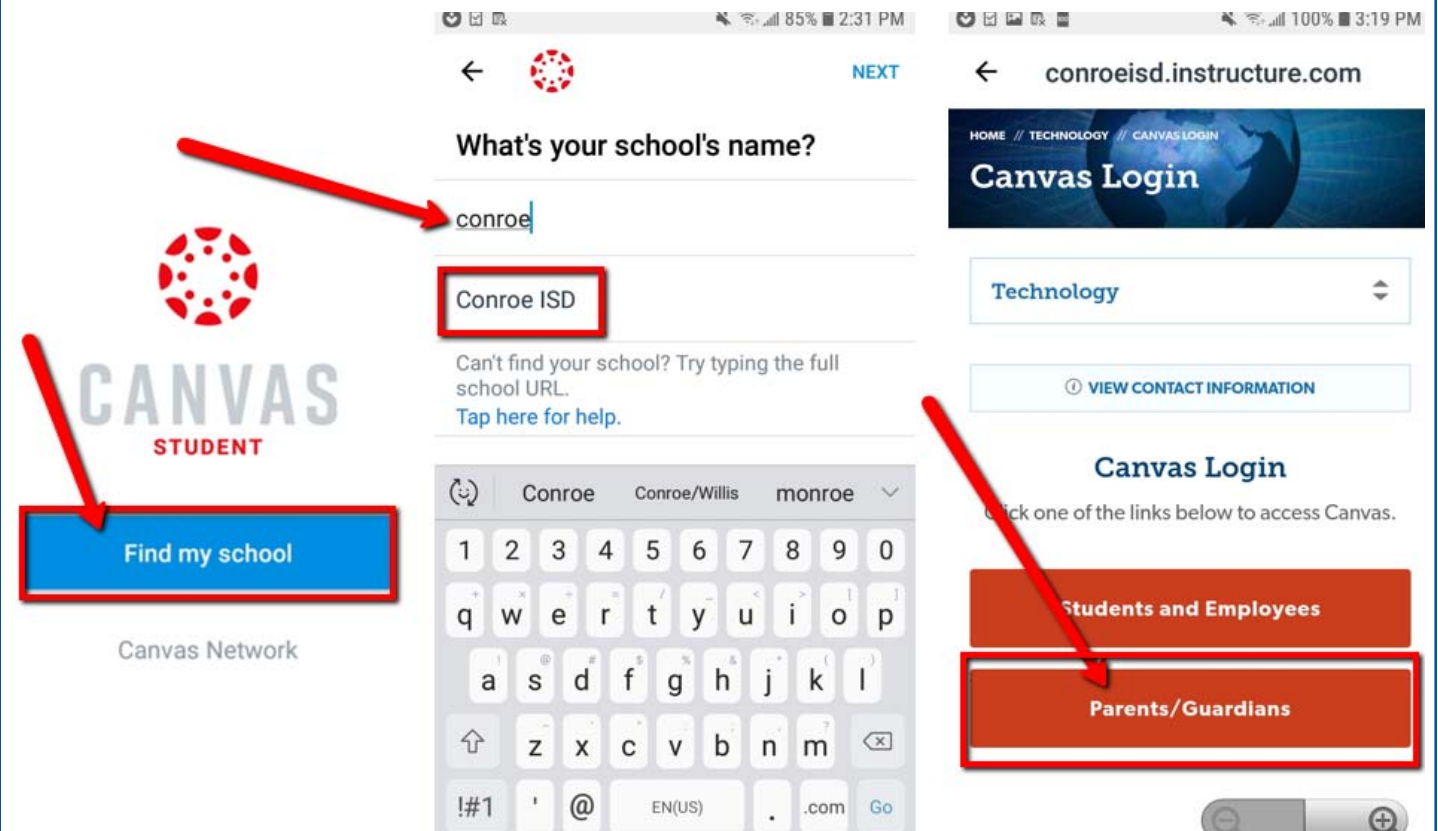
In the search field, type Canvas Student and select the app.

Click "Install" to install the app on your device:

**NOTE: Do not download the "Canvas Parent" app, this app has very limited feature and because of that we do not support it:**



Open the Canvas app and select "Find my school" then type "conroe" and select the Conroe ISD option. You will then be directed to our district Canvas Login options page, select



Enter your login credentials (should be the same as your Parent Access login credentials):

**User Login:** Parent Access email

**Password:** Parent Access password

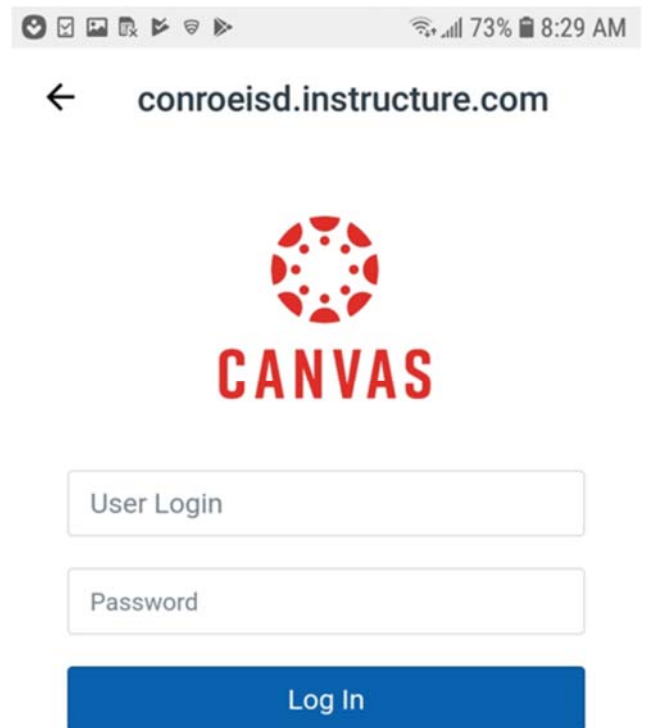
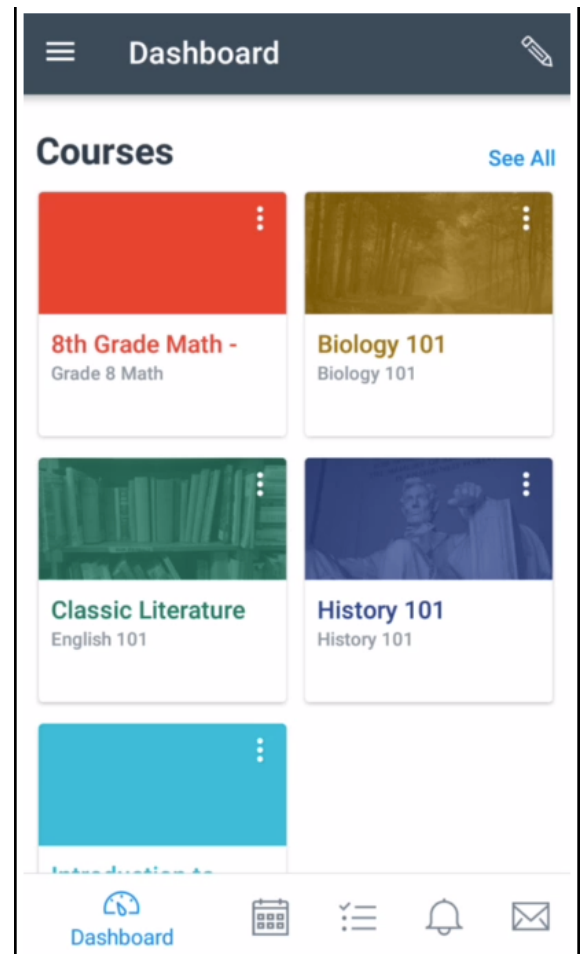
Visit <https://pac.conroeisd.net> and click on "Forgot Your Password?" to have your password emailed to you.

NOTE: The first time that you log in, you will be required to "Authorize" access:



Once you've logged in, you will be on the Dashboard of your user account. You will see all published courses that your child/children scheduled in:

**NOTE:** Courses must be published (made available) by the teacher before they can be seen. If a course is not listed, then the teacher must not have published that course yet.

A screenshot of the Canvas login page on a mobile device. The address bar shows "conroeisd.instructure.com". The page features the Canvas logo, a "User Login" text input field, a "Password" text input field, and a blue "Log In" button. The status bar at the top shows various icons and a battery level of 73% at 8:29 AM.

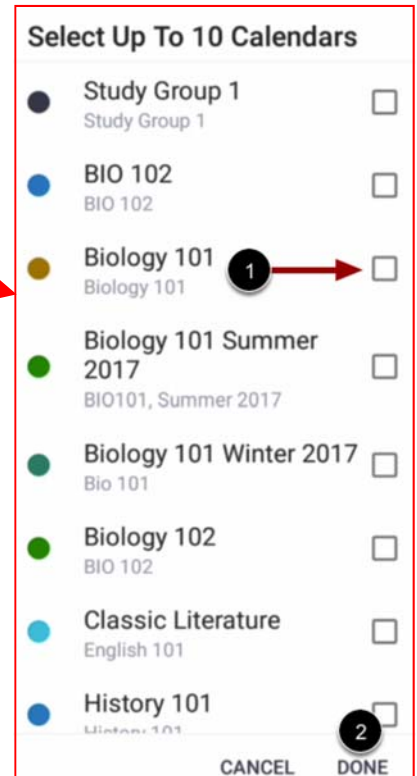
At the bottom you will see a Navigation Bar that includes: Dashboard, Calendar, To Do, Notifications and Inbox:



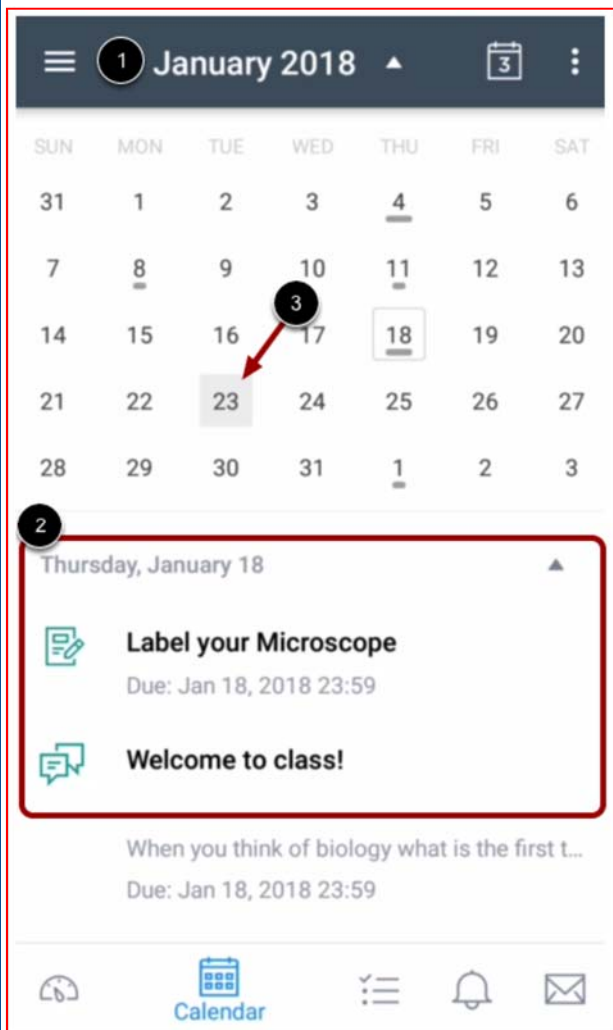
In the Navigation Bar, tap the "Calendar" icon:



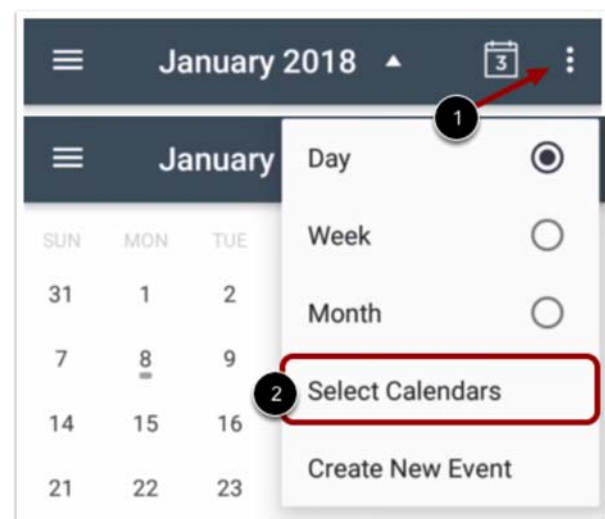
The first time you open the Calendar, the app will ask you to select up to 10 calendars you want to view. Tap the checkbox next to each calendar you want to view (1). Then tap "Done" link (2):



The calendar displays an overview of the current month (1), as well as a list of assignments and events for the current date, if any (2). The current date is indicated by a shaded square (3):



To change calendars at any time, tap the "Options" icon (1) and tap the "Select Calendars link (2):



## IOS App for Canvas

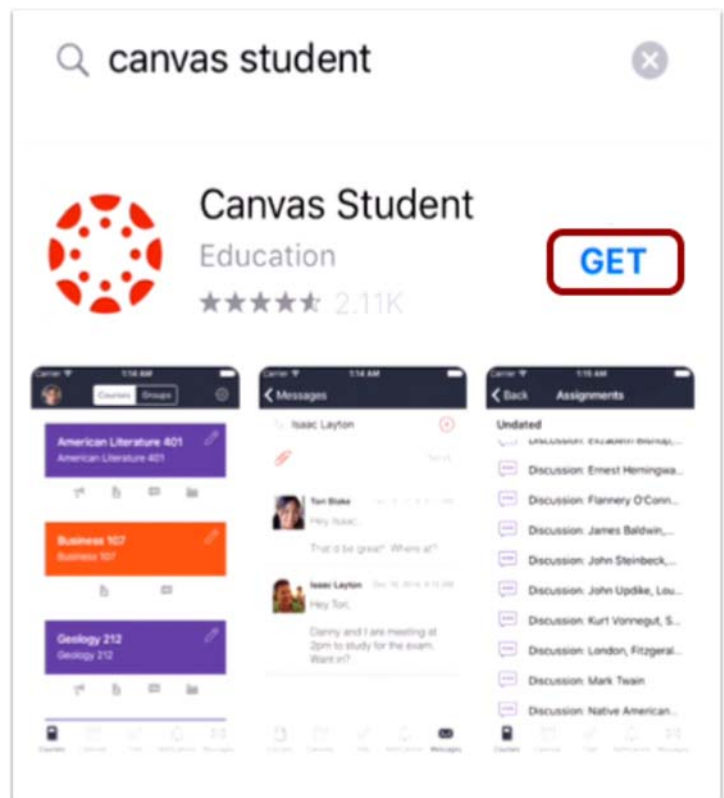
Canvas has an app available for IOS (Apple) users.

Open the App Store (IOS/Apple users).

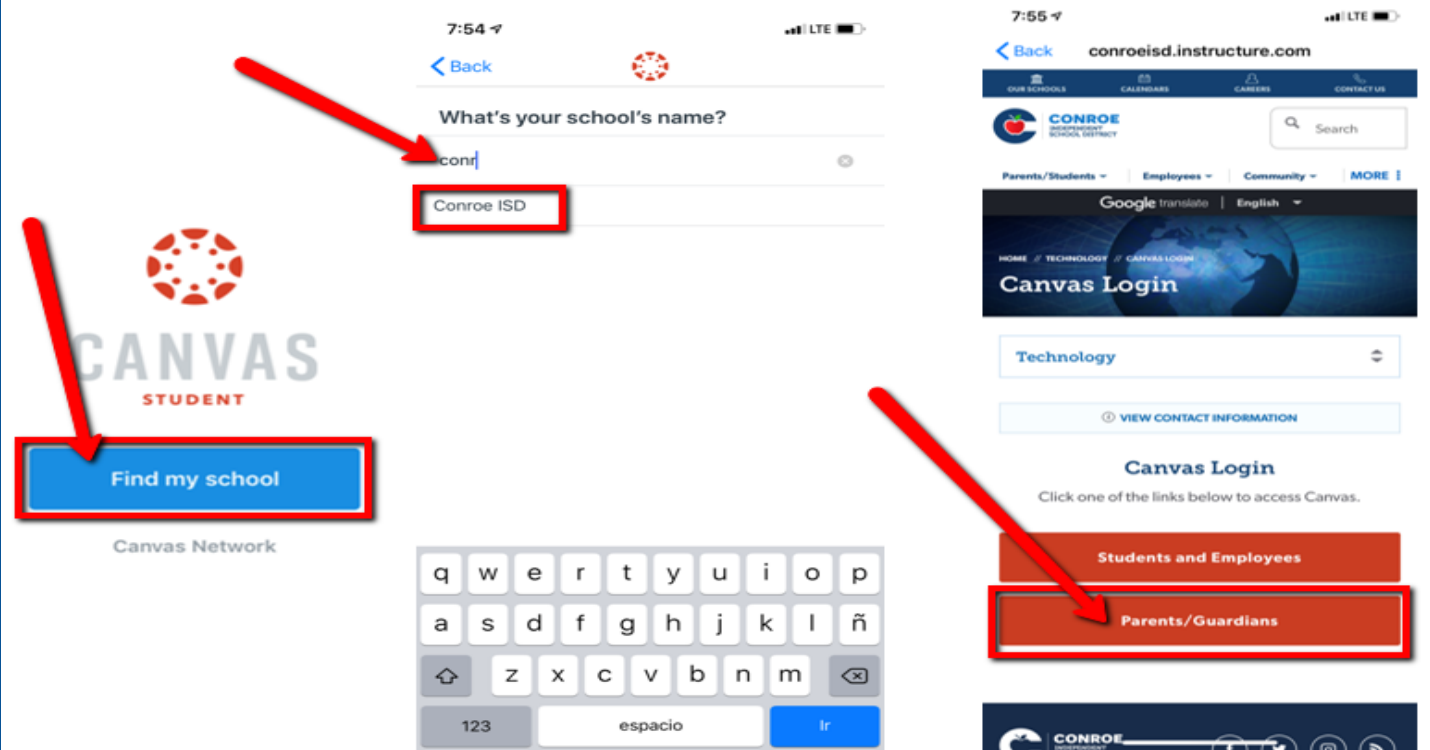
In the search field, type Canvas student and select the app.

Click "Get" to install the app on your device:

**NOTE: Do not download the "Canvas Parent" app, this app has very limited feature and because of that we do not support it:**



Open the Canvas app and select "Find my school" then type "conr" and select the Conroe ISD option. You will then be directed to our district Canvas Login options page, select "Parents/



Enter your login credentials (should be the same as your Parent Access login credentials):

**User Login:** Parent Access email

**Password:** Parent Access password

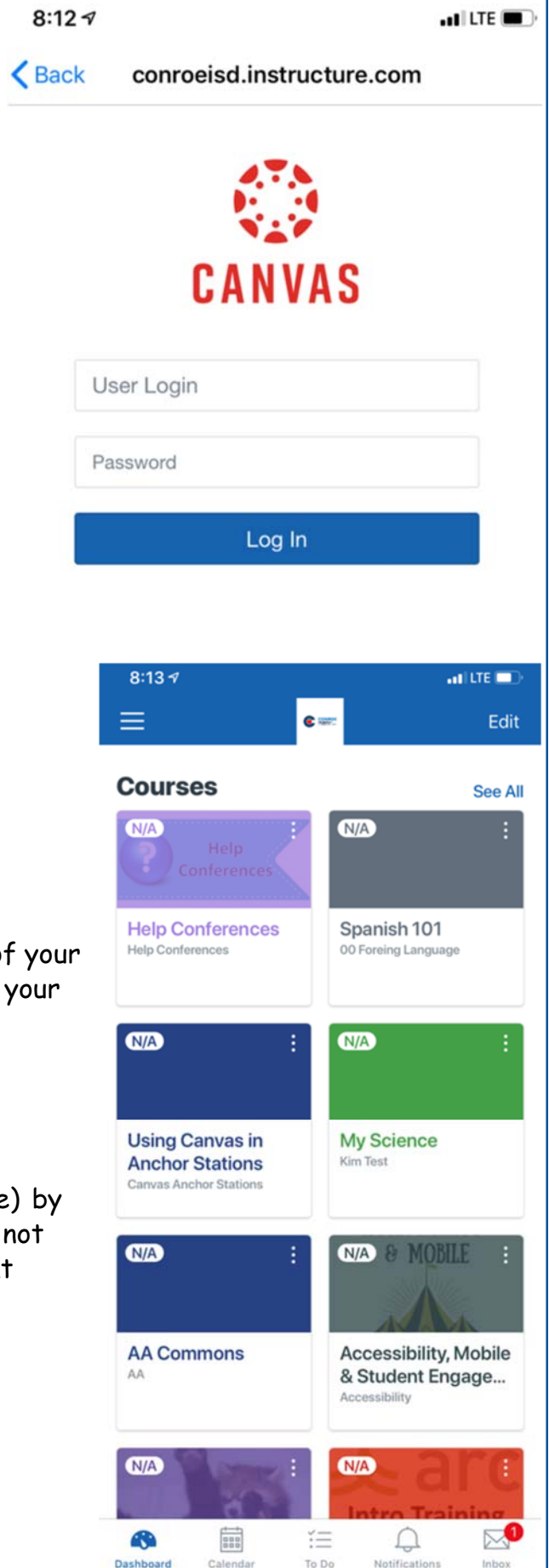
Visit <https://pac.conroeisd.net> and click on "Forgot Your Password?" to have your password emailed to you.

**NOTE:** The first time that you log in, you will be required to "Authorize" access:



Once you've logged in, you will be on the Dashboard of your user account. You will see all published courses that your child is scheduled in:

**NOTE:** Courses must be published (made available) by the teacher before they can be seen. If a course is not listed, then the teacher must not have published that course yet.

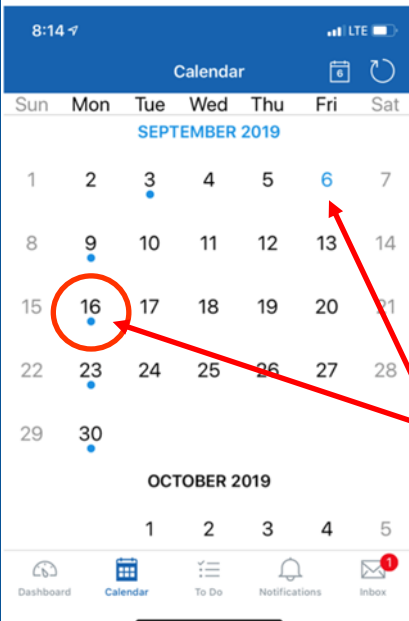




At the bottom you will see a Navigation Bar that included: Dashboard, Calendar, To Do, Notifications and Inbox icons:



In the Navigation Bar, tap the "Calendar" icon:



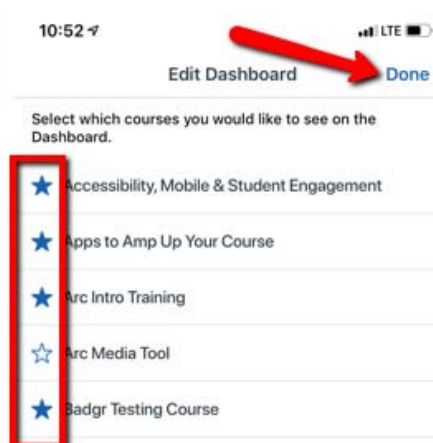
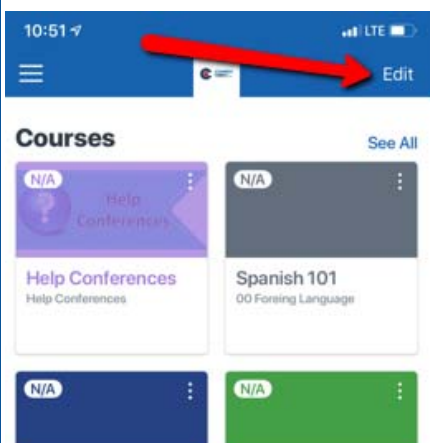
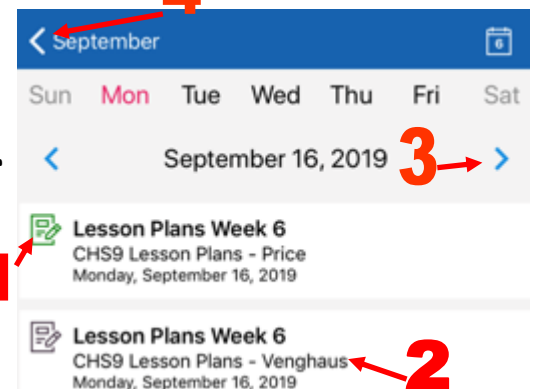
The calendar on the app will only display events for courses you have favorited from the Dashboard.

NOTE: Depending on iPhone model and font settings your view might include more weeks in the month view.

The current day of the month is highlighted in blue text.

The calendar displays a blue dot for any dates that contain an assignment or event. To display calendar events for a specific date, tap the date in the month view

The daily list view shows the assignment type (1) and the name of the assignment or event (2). For an overview of another day, use the date arrows (3) or swipe the calendar to the left or right. To return to the month view, tap the arrow to the left of the month (4).



To add/remove courses from calendar/dashboard tap on "Edit" in the Dashboard and tap on courses with an empty star, only courses with a filled in star will display on calendar/dashboard. Tap "Done" when done