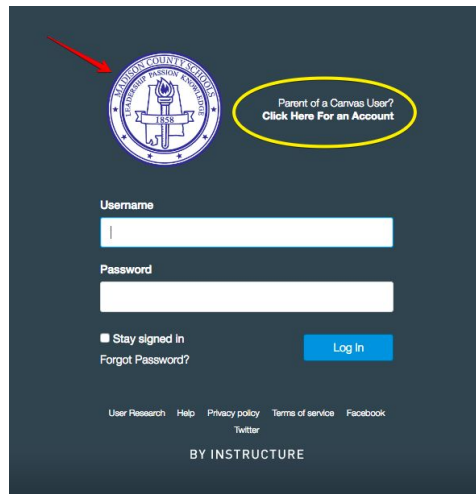


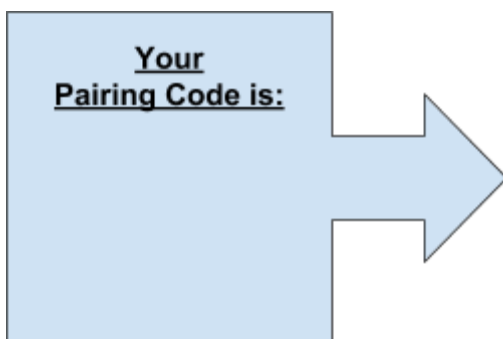
# Madison County School's Parent Directions for Using CANVAS

*Parents: Our school's learning management system, Canvas, has recently changed how you setup an account. Please follow the instruction below to create a Canvas Observer account. You will be able to access your student's Canvas courses, assignments and grades once you have this account. **\*\*THE PAIRING CODE AT THE BOTTOM OF THIS SHEET IS ONLY GOOD FOR 24 HOURS\*\****

1. Use Google Chrome to navigate to <https://mcboe.instructure.com>
2. Click on the white writing which reads "Parent of a CANVAS user? Click Here For an Account". *If you don't see the Madison County Schools seal, you are on the wrong Canvas site!*

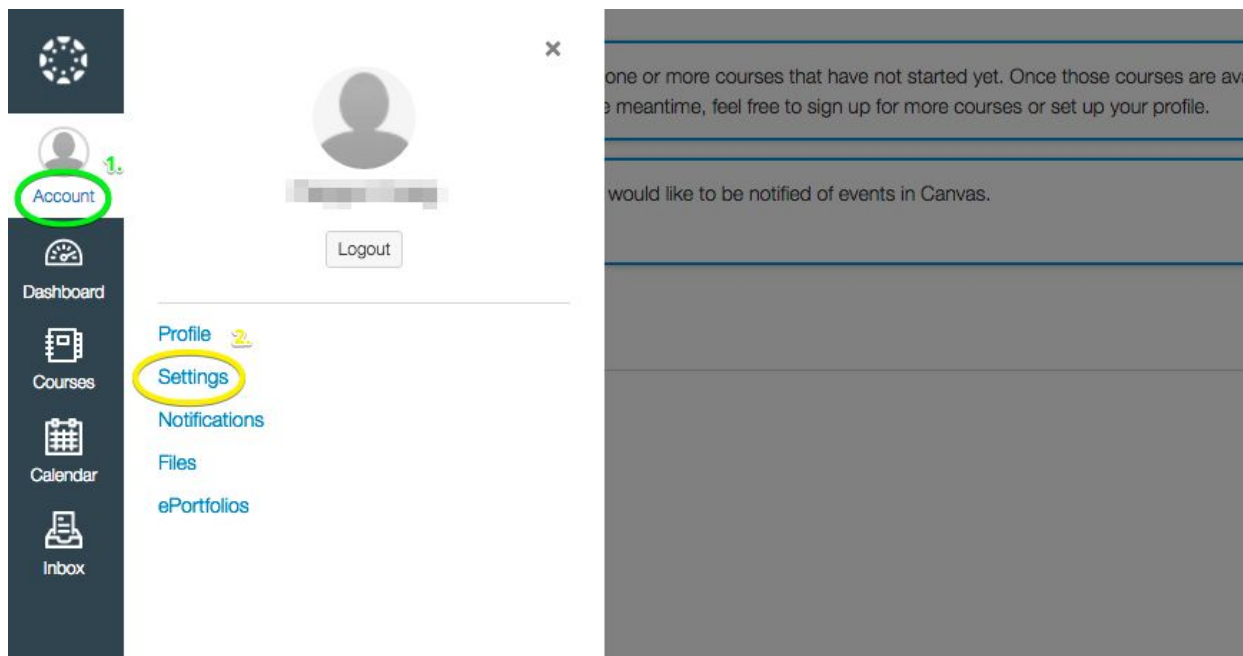


3. Add your name and email address. You will need to know your student's CANVAS pairing code. Be sure to check the "Terms of Use" box.
4. Click on the "Start Participating" button.



5. To finish the registration process, check your email and click on the included link to confirm your Canvas Parent account.

6. You will then enter CANVAS. Click on the “Account” link in the upper left hand corner of the screen. Then click on “Settings”.
  - a. Under the “Ways to Contact” menu, enter an email address and/or cell phone number
  - b. You can also edit “Notifications” within your Canvas account. This will allow you to get up-to-date information based on your specifications.



7. If you have more than one child, you can click on “Observing” and enter the next student's pairing code.



8. When you wish to login to CANVAS again: Navigate to: <https://mcboe.instructure.com>, enter your email address and password.
  - Once in CANVAS, use the “Courses” button to select the course you would like to explore/observe.