

# How to Create a Parent Account in myLeaning / Canvas

## What is a Parent Observer role?

Observers have limited permissions that allow them to see what is going on in a course. Like students Observers cannot see a course until it is published and the course has started.

1. Students will need to access their *Pair with Observer* code in their account.
  - Students will log in and go to *Account* and then *Settings*.
  - On the right side, of the settings page choose *Pair with Observer*.
  - Write down the *Student Pairing Code* code exactly as shown for use in the next step.

The screenshot shows the user interface for James Bond. On the left is a sidebar with icons for Account, Dashboard, Courses, and Calendar. The main menu includes Notifications, Profile, Files, and Settings. A red arrow points from the 'Settings' link in the main menu to the 'Settings' link in the sidebar. On the right, there is a section for 'Other Contacts' with a table:

| Other Contacts                   | Type |
|----------------------------------|------|
| For All Devices                  | push |
| <a href="#">+ Contact Method</a> |      |

Below this table are several buttons: 'Edit Settings', 'Download Submissions', 'Pair with Observer' (highlighted with a red arrow), and 'Download Course Content'.

## 2. Parents need to log in at <https://pasco.instructure.com/login/canvas>

- Choose *Parent of a Canvas User* link in the top right corner.

The screenshot shows the myLearning login page. In the top right corner, there is a link: [Parent of a Canvas User? Click Here For an Account](#). Below this link is a 'Browse courses' link. The main part of the page has a 'Username' label and a text input field with a dropdown arrow on the right.

## 3. Parents will need to fill in the requested information including the *Student Pairing Code* from step 1.

The screenshot shows the 'Parent Signup' form. It includes the following fields:

- Your Name
- Your Email
- Password
- Re-enter Password
- Student Pairing Code (with a link: [What is a pairing code?](#))

At the bottom, there is a checkbox:  You agree to the [terms of use](#) and acknowledge the [privacy policy](#).

At the bottom right, there are two buttons: 'Cancel' and 'Start Participating'.