**Joining Canvas as a Parent Observer**

*\*\*Note\*\* - You only need to sign up and add all of your students 1 time ever in their NKC career. Next school year as they change grade levels, all of their new classes will automatically switch over in Canvas. Your Parent Observer account will automatically update as well. No need to sign up again…just log back in with your current Parent Observer account.*

* Go to <https://nkcschools.instructure.com/login/ldap>
* Login as your student using his/her credentials
  + User ID = student id number (lunch number)
  + Password K-8 Students = date of birth (MMDDYYYY) Example: 05072011
  + Password HS Students = Defaulted to (MmmDDYYYY) Example: Sep142006
* Click on “Account” on left-hand side…Click “Settings”
* On the right-hand side of the screen click “Pair with Observer”
* Copy the provided code and click “OK”
* Click “Account” on the left-hand side and “Log Out”
* You will return to the login screen – please click “Parent/Observer of a Canvas User?” located below the district logo
* Please fill in the form and paste the student pairing code previously copied
  + Choose any email address and password you would like to utilize for this account
* Click “Start Participating”

**To add another child to your Parent Observer account**

* Login as your student using his/her credentials
  + User ID = student id number
  + Password K-8 Students = date of birth (MMDDYYYY) Example: 05072011
  + Password HS Students = Defaulted to (MmmDDYYYY) Example: Sep142006
* Click on “Account” on left-hand side…Click “Settings”
* On the right-hand side of the screen click “Pair with Observer” and copy the new pairing code.
* Click “Account” on the left-hand side and “Log Out”
* You will return to the login screen
* Log in with your Parent Account credentials (email address and password you chose when you signed up to be a Parent Obsever)
* Click on “Account” on left-hand side…Click “Observing”
* Copy in the new pairing code
* Click the “+ student” button
* Student will be added

[Become a Parent Observer for your Child's Course in Canvas - YouTube](https://www.youtube.com/watch?v=Zf2WG3k1FMc&list=PLnNlyhnWWg79Tr2DuoC7ZzODqj2HpEu0g&index=1)

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