HOW TO LOG IN & NAVIGATE

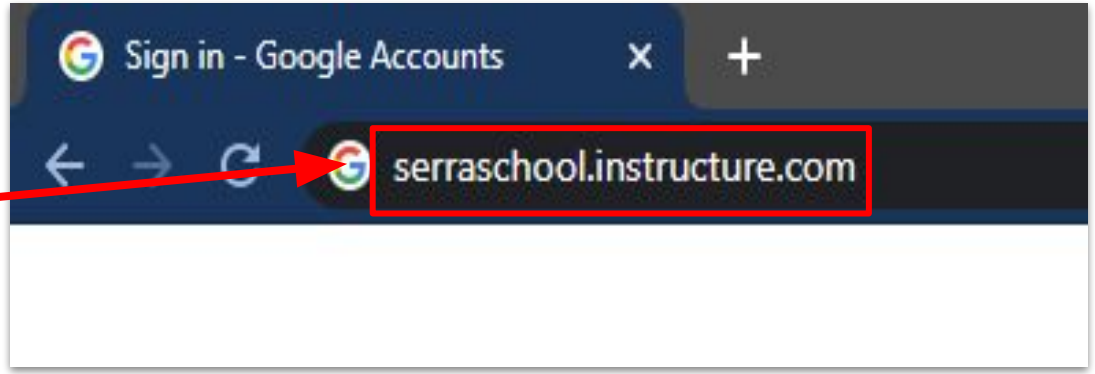
CANVAS

PARENT OBSERVER

STEP 1

Using Google Chrome or Firefox, type in:

serraschool.instructure.com

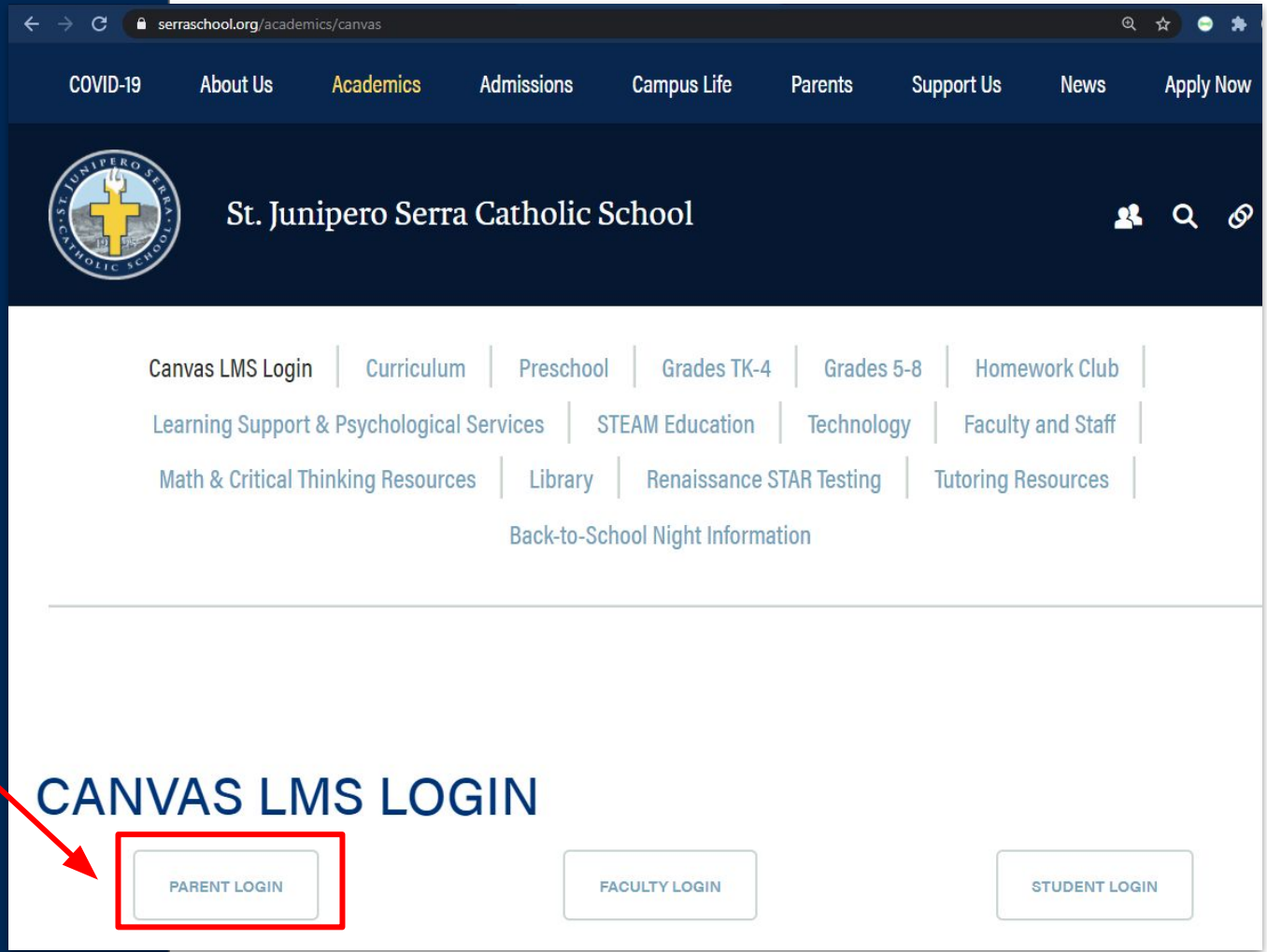


Canvas is best used with Google Chrome or Firefox

STEP 2

You will be directed to our website.

Please click on Parent Login.

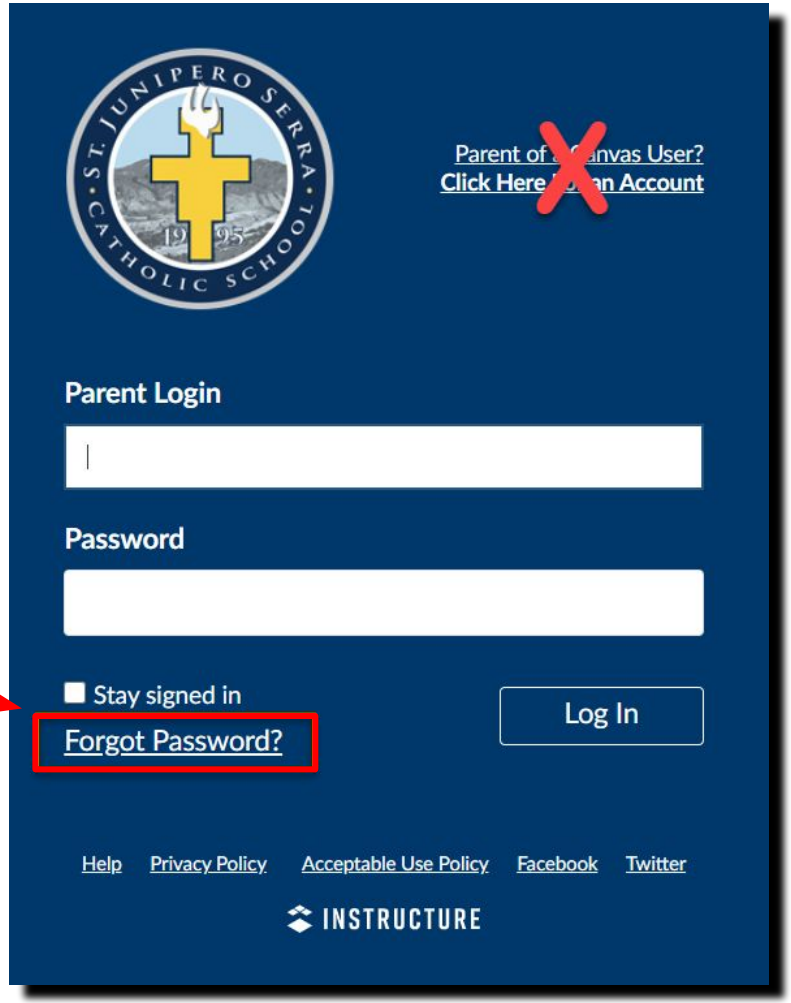


STEP 3

You will be directed to this page.

Please click **Forgot Password**. *You will only need to do this the FIRST time you log in to Canvas.*

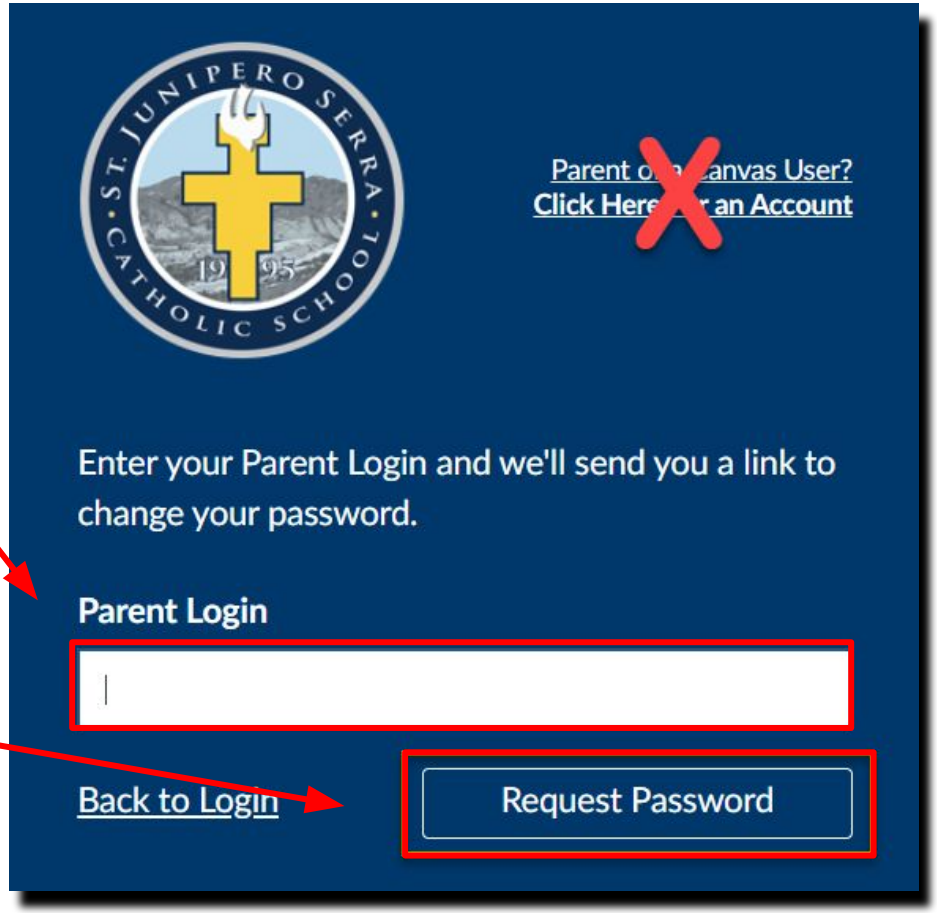
Do NOT enter a username or password or click on Parent of Canvas User.



STEP 4

Enter your **email address that you have on file in FACTS**. The primary email you have on FACTS is the email you must use.

Then click **Request Password**.

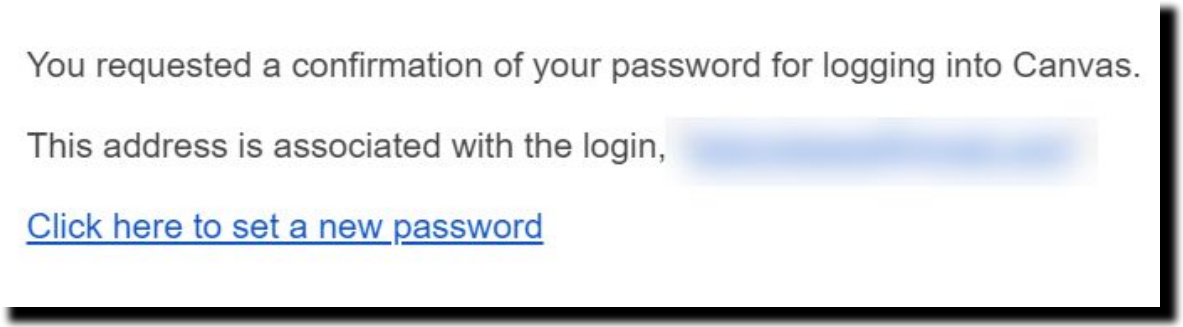


STEP 5

A notification will be sent to the email address on file **IF** this email address is verified in FACTS.

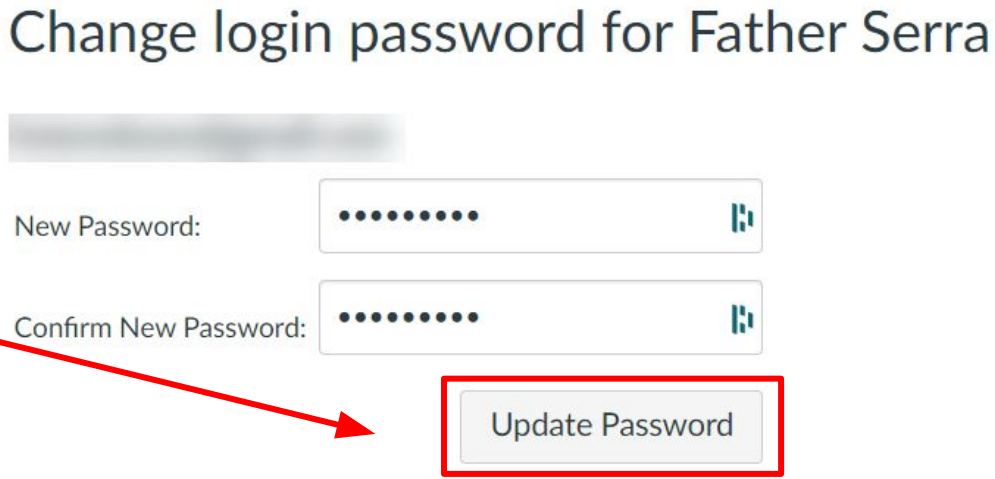
Click on the link to set a new password

Then click **Request Password**.



STEP 6

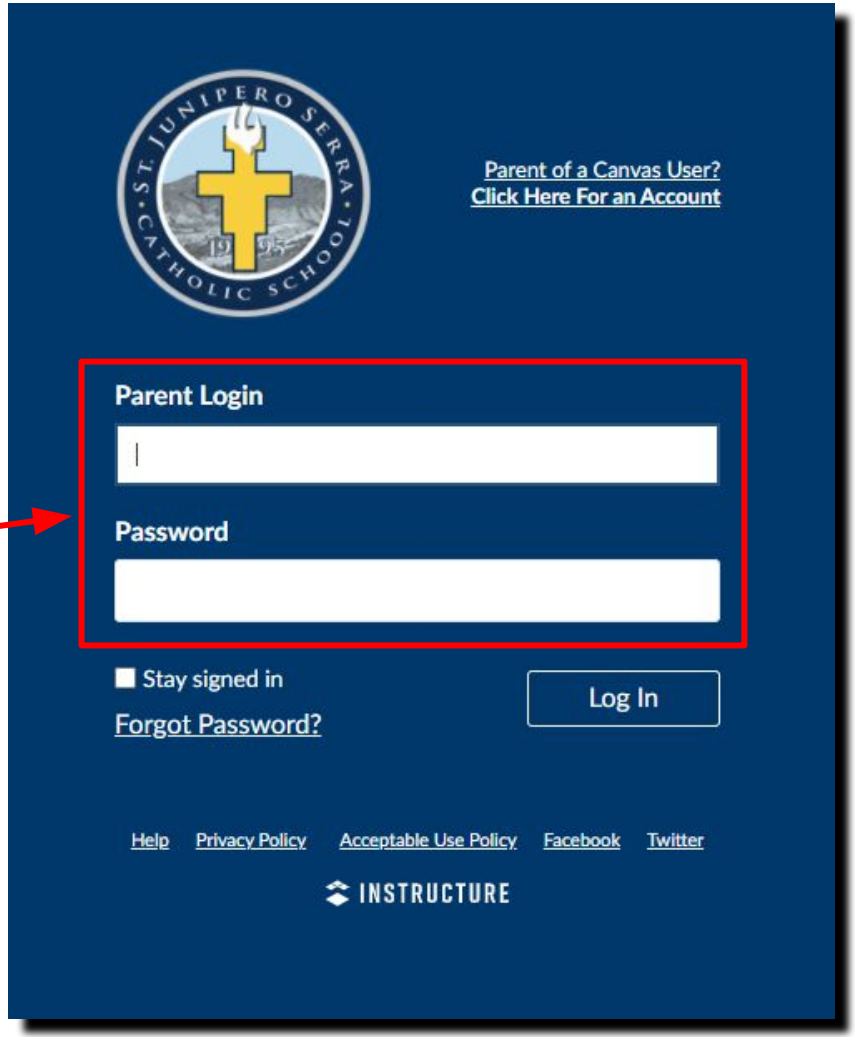
Create and confirm a new password then click **Update Password.**



STEP 7

Return to
serraschool.instructure.com

Enter login information using your email address and new password!



STEP 7

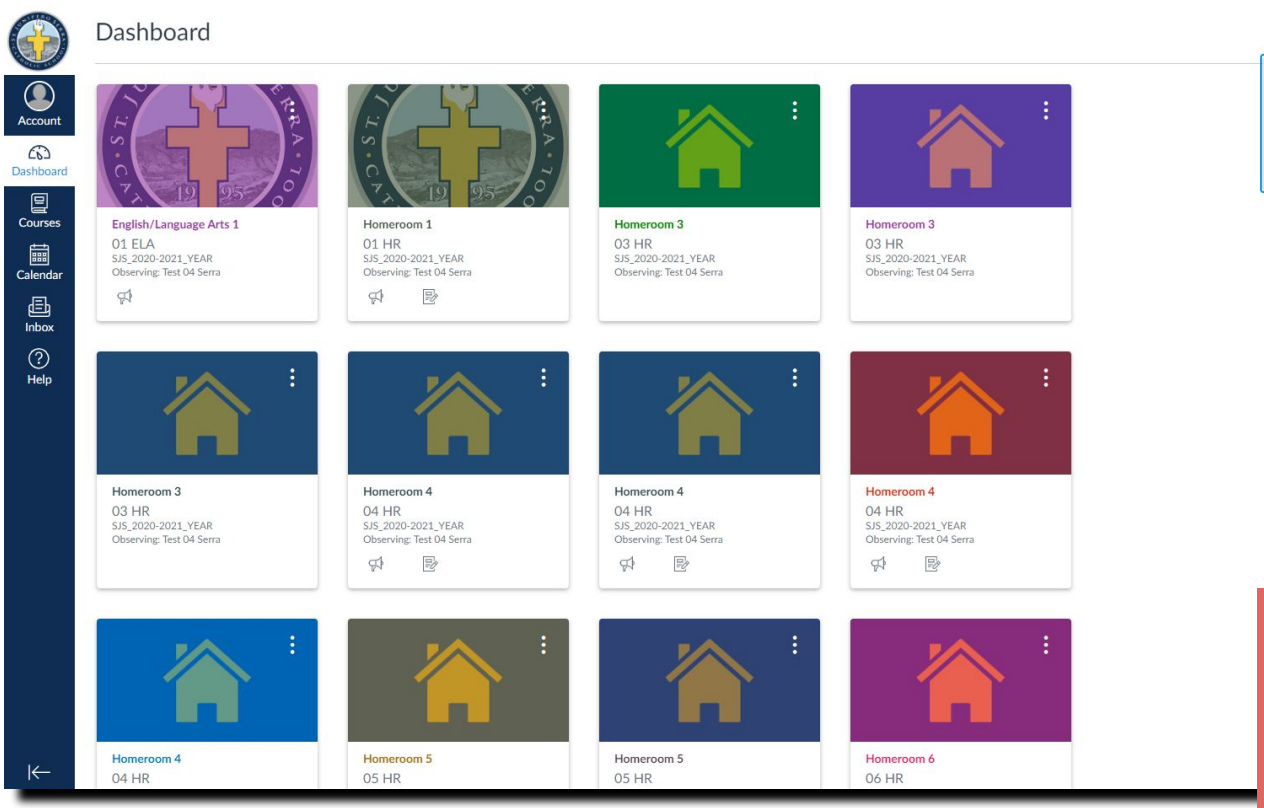
Once logged in, you will be taken to your Dashboard view!

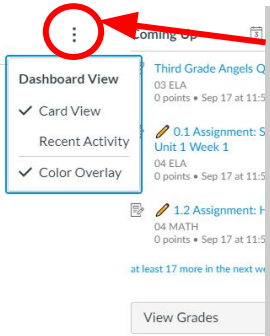
NAVIGATING

CANVAS

PARENT OBSERVER

NAVIGATING CANVAS Dashboard View

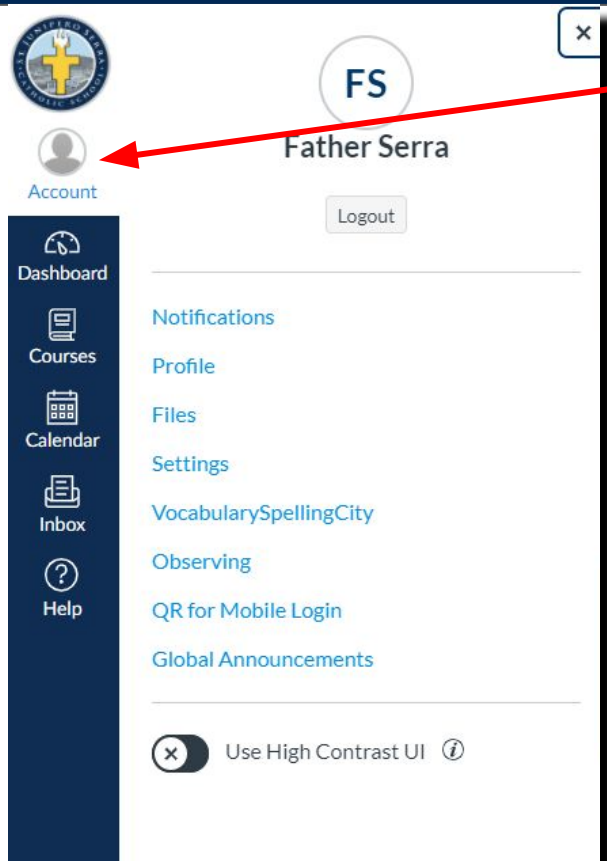




Click the three dots to adjust the view or overlay if you want a clearer picture

PLEASE NOTE THE SCREEN CAPTURES ARE A TEST PARENT ACCOUNT. PARENT VIEW MAY VARY DEPENDING ON THE TEACHER AND COURSE

NAVIGATING CANVAS Left Side Menu Bar - Account



Click on **Account** and you can edit your notifications, profile, upload files, change your settings or find the QR code for mobile log in.

There is also a Canvas App for Parents available on the App Store and Google Play Store.

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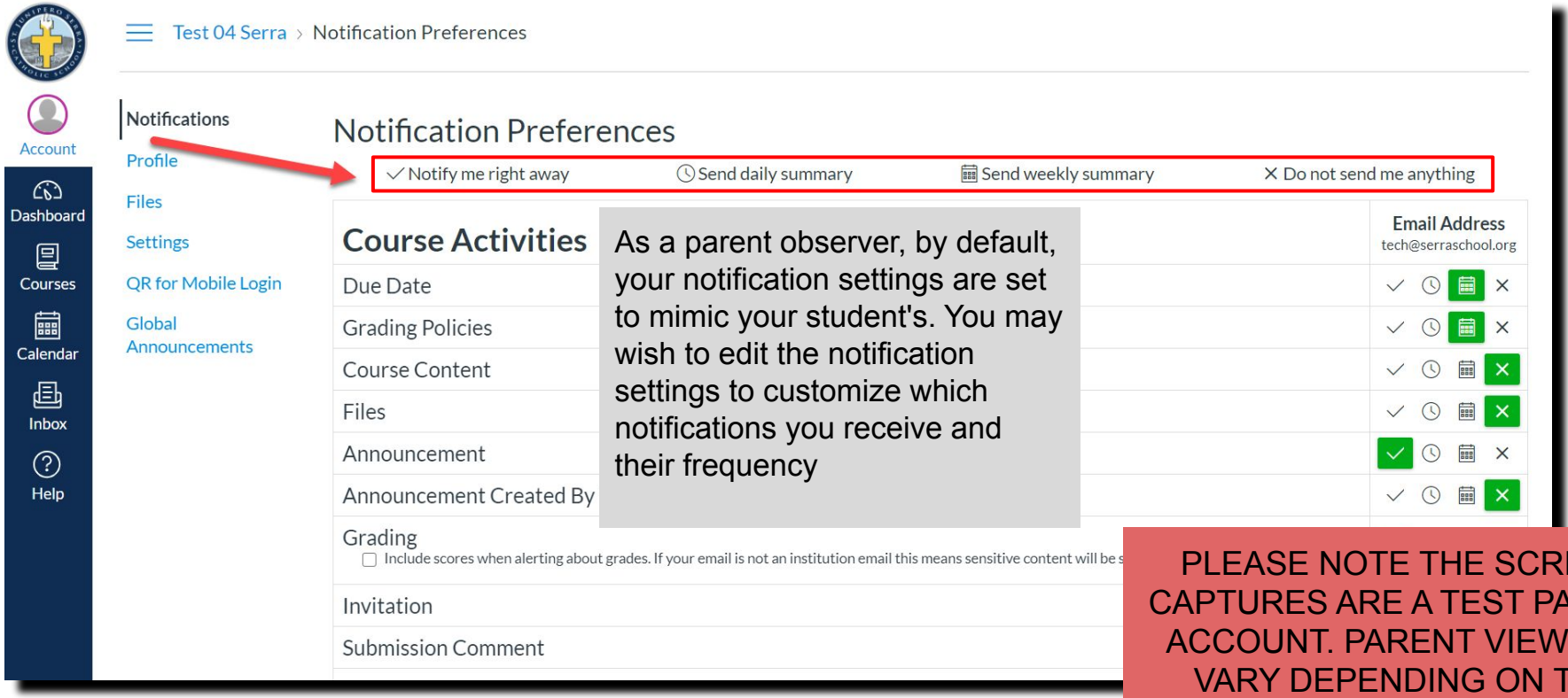
NAVIGATING CANVAS Left Side Menu Bar - Notifications



As a parent observer, by default, your notification settings are set to mimic your student's. You may wish to edit the notification settings to customize which notifications you receive and their frequency

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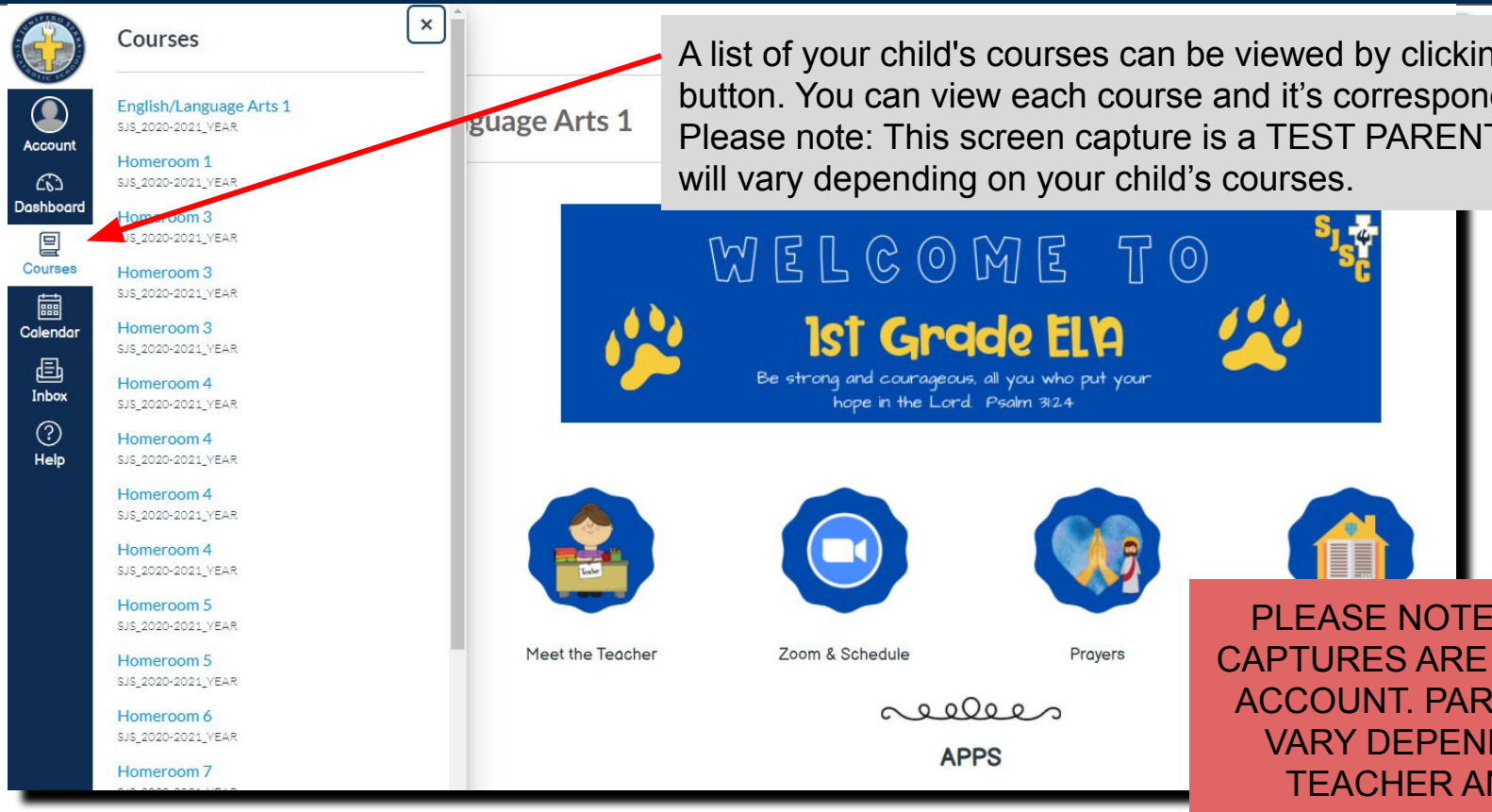
NAVIGATING CANVAS Left Side Menu Bar - Courses



A list of your child's courses can be viewed by clicking the Course button. You can view each course and it's corresponding page. Please note: This screen capture is a TEST PARENT account and will vary depending on your child's courses.

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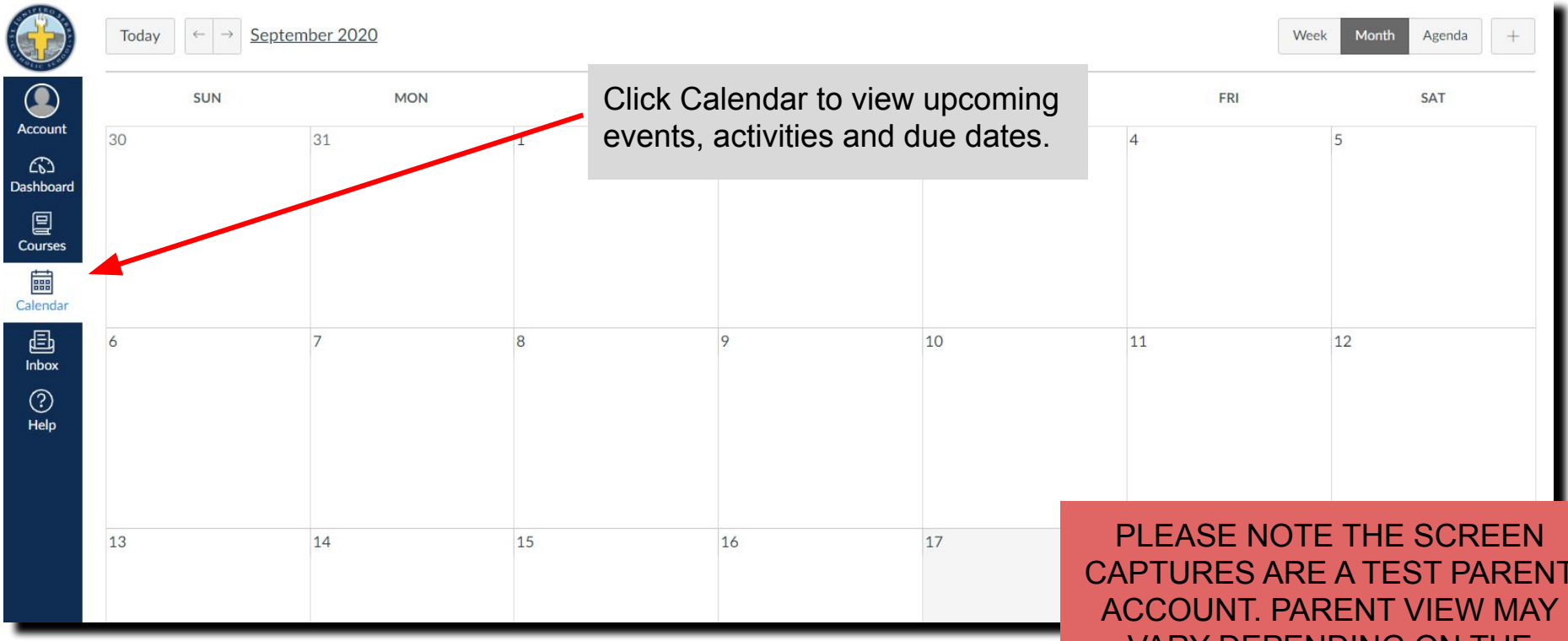
NAVIGATING CANVAS Left Side Menu Bar - Calendar



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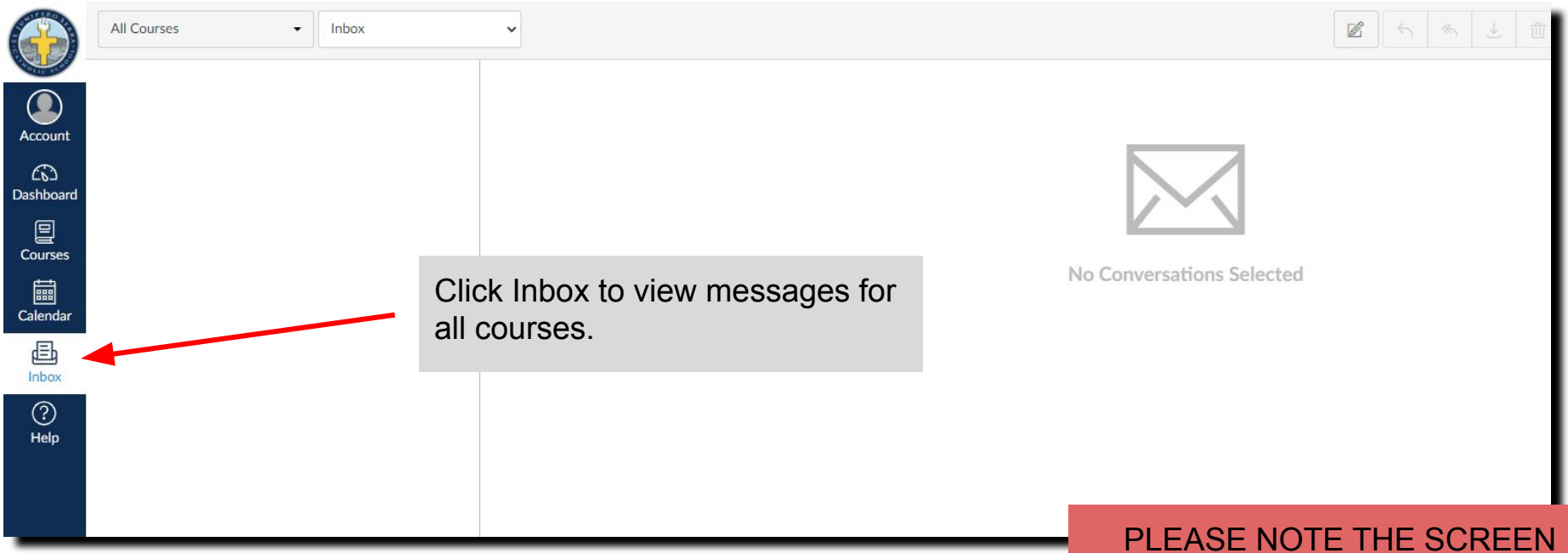
NAVIGATING CANVAS Left Side Menu Bar - Inbox



Click Inbox to view messages for all courses.

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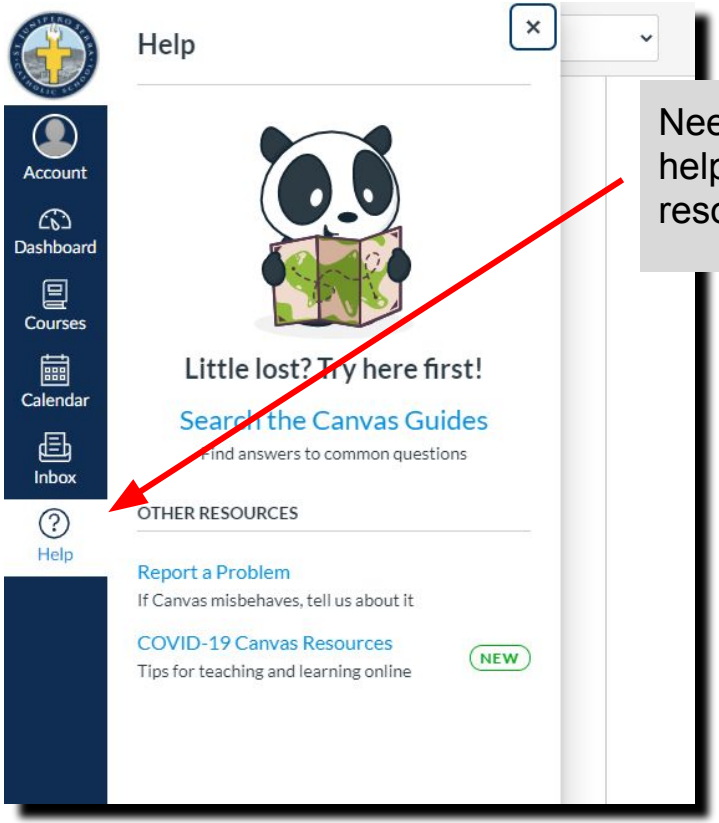
NAVIGATING CANVAS Left Side Menu Bar - Help



Need Help? Canvas is here to help you with additional resources!

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