

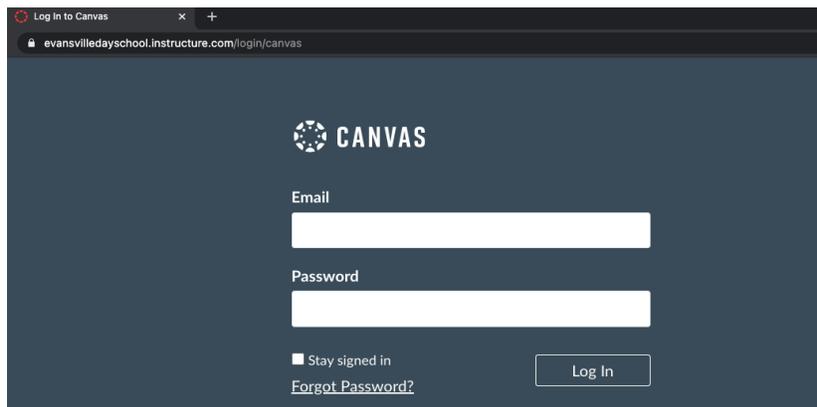
# Signing up as a Parent Observer in Canvas

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Parents (Observers) can link their Canvas account to their student's account so they can see assignment dues dates, announcements, and other course content.

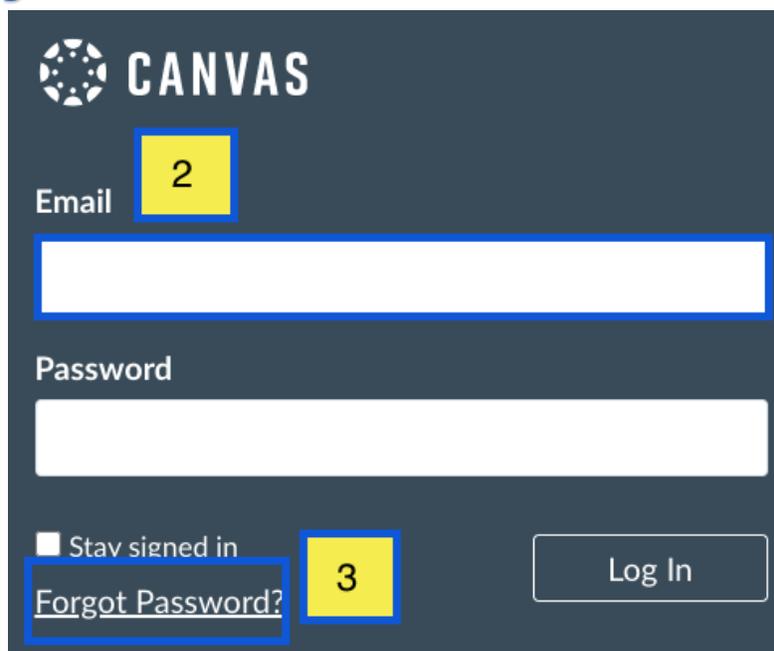
## 1. Log in to [EvansvilleDaySchool.instructure.com](https://evansvilledayschool.instructure.com) \*

\*This is our EDS Canvas site; this is the only way to log in to our site. Using another site such as <https://canvas.instructure.com/login/canvas> will not work.



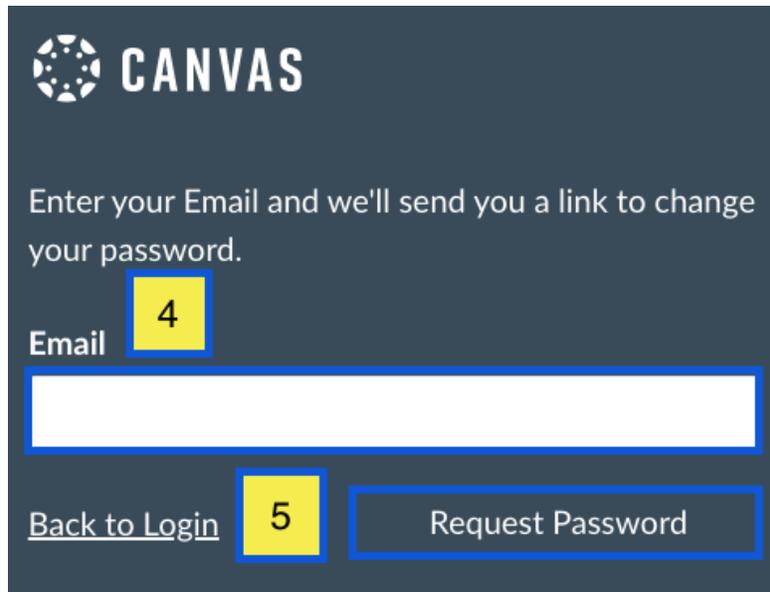
2. Enter the email address associated on your RenWeb account.

3. Click on ***Forgot Password?***



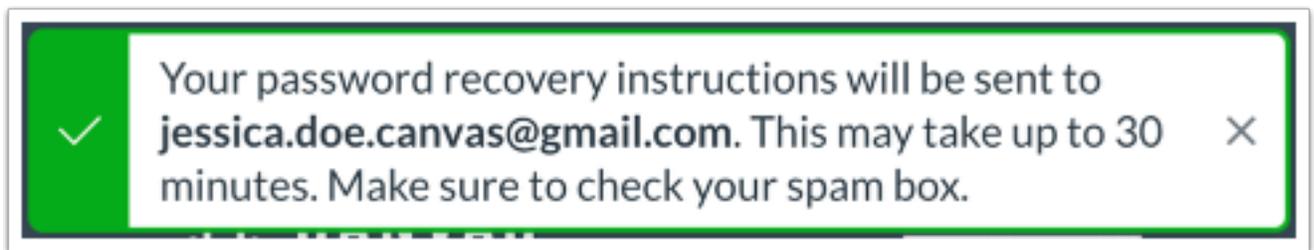
4. A new window will appear. Re-enter email

5. Select **Request Password**



The screenshot shows the Canvas password recovery interface. At the top left is the Canvas logo. Below it, the text reads: "Enter your Email and we'll send you a link to change your password." There is an "Email" label next to a text input field. A yellow box with the number "4" highlights the input field. Below the input field are two buttons: "Back to Login" and "Request Password". A yellow box with the number "5" highlights the "Request Password" button.

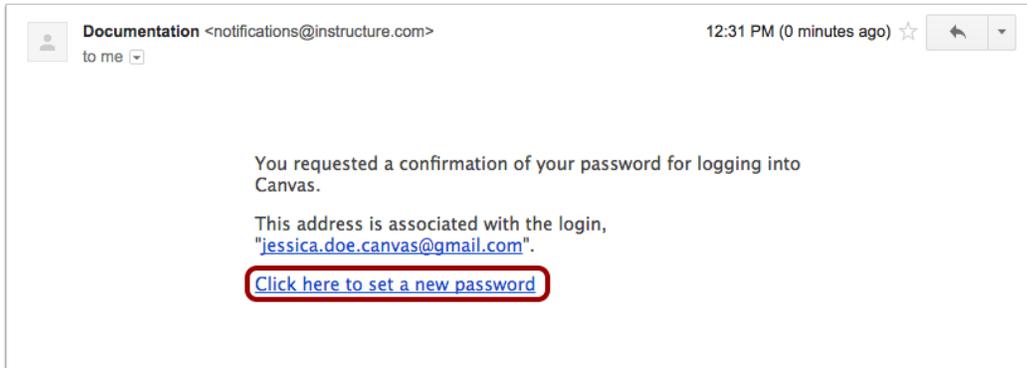
6. A notification displays stating that it may take up to 30 minutes to send password recovery instructions to your email and you may need to check your spam folder to locate the email.



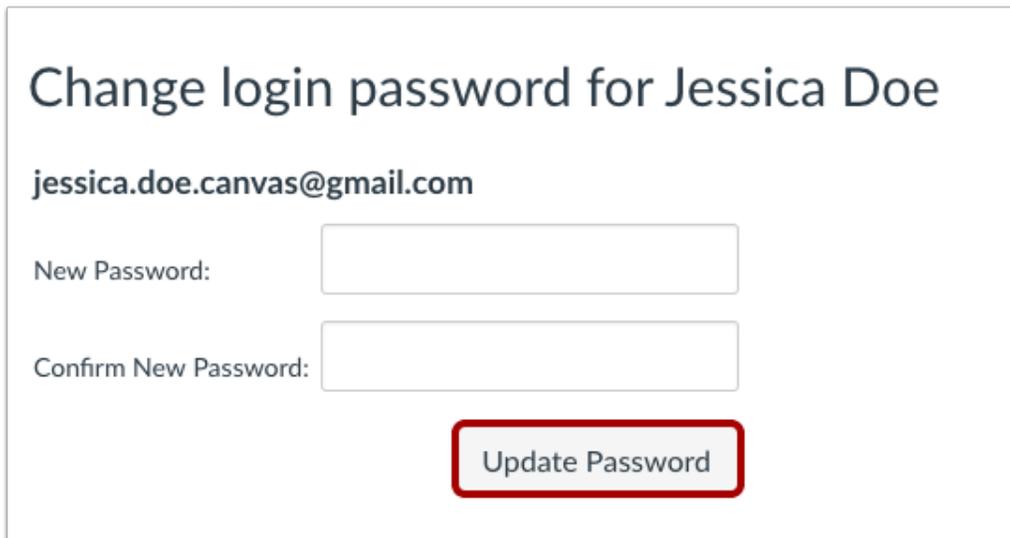
7. Check Email

|                          |                      |                          |               |   |          |
|--------------------------|----------------------|--------------------------|---------------|---|----------|
| <input type="checkbox"/> | <input type="star"/> | <input type="document"/> | Documentation | Forgot Password: Canvas - You requested a confirmation of your password   | 11:28 am |
| <input type="checkbox"/> | <input type="star"/> | <input type="document"/> | Documentation | Recent Canvas Notifications - You're signed up to receive a weekly report | Dec 26   |

8. Open the *Forgot Password* email. (If the email is not in your Inbox, check your Spam folder.). Click the ***Click here to set a new password*** link.



9. Type in a new password and then confirm that password by typing it again. Click the **Update Password** button.

A screenshot of a web form titled 'Change login password for Jessica Doe'. Below the title is the email address 'jessica.doe.canvas@gmail.com'. There are two input fields: 'New Password:' and 'Confirm New Password:'. At the bottom right of the form is a button labeled 'Update Password', which is highlighted with a red rectangular box.

10. Log in to [EvansvilleDaySchool.instructure.com](https://EvansvilleDaySchool.instructure.com) to confirm new credentials.