REGISTER as a CANVAS PARENT OBSERVER

1. Use a laptop or desktop computer to register as an Observer in your student's Canvas account.

2. Click on this URL for Canvas: https://op97.instructure.com/
   (Please bookmark this URL to use going forward.)

3. Click on the parent observer link, which is a grey banner.

4. The student username for Canvas is the first part of their Oak Park 97 email address. For example, if a student's email address is ABc123@students.op97.org the username for Canvas is "ABc123". IMPORTANT: The username is case sensitive.

5. The student's password is the same that they use to log in to their @students.op97.org account. (If you or your student does not know their @students.op97.org address or password, please contact your school office, or student’s team leader/teachers).

6. You will then receive an email confirmation from Canvas. This email confirmation will be sent to the account in which you used to register as a Parent Observer. Click on the link provided in the email to finish the registration process. You will be prompted to create a password.

   To add another student using the same email address used to register your first student:
   1. Log into Canvas as an Observer.
   2. Click on Settings in the upper right hand corner
   3. Click on Observing located on the left hand side of the screen.
   4. Add an additional username & password for each additional student.