



Churubusco Jr.-Sr. High School

1 Eagle Drive, Churubusco, Indiana 46723 • 260-693-2131 • 260-693-3673 • www.sgcs.k12.in.us

Parents,

SGCS welcomes you to begin experiencing Canvas, our new Learning Management System. Below, you will find a step-by-step process of signing up and visiting your child/children's Canvas account to view and access lesson plans, assignments, videos, resources, weblinks, documents, discussions and possibly entire curriculum bundles as placed on Canvas by your child/children's teachers.

***Note: Because students still complete many assignments that are NOT online, you should still rely on PowerSchool to see your student's overall class grades.**

5 Steps:

1

With your child's SGCS Canvas username (**email address**) and password (**locker combination**) handy, type this web address in the URL (address) bar:

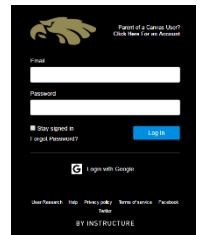
sgcs.instructure.com/login/canvas



2

In the SGCS Canvas login window (shown at right), click on the link that says:

***"Parent of a Canvas User?
Click Here For an Account"***



3

Complete the form with your name, your email address, and your student's SGCS Canvas username and password. Check the button to agree to the Terms of Use and the Privacy policy. Then click **Start Participating**.

A message then will be sent to your email to set a password for your new account.

4

Go to your email inbox and open the message from **Instructure Canvas** (Note: *If this email doesn't show up in your inbox after a few minutes, check your spam folder.*) Click on the link **"Click here to finish the registration process."**

[Click here to finish the registration process](#)
Thank you for registering with Canvas! This email is confirmation that the user David Liberman is registering for a new account at sgcs.instructure.com.

[canvas](#)
[Update your notification settings](#)



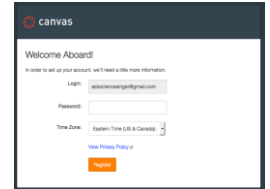
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Once you have typed in your choice for a password, click the **Register** button. That's it! You're ready to go. Your **email address is now your username**, and your password is the one you just set for your account.

5

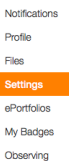
HAVE OTHER STUDENTS TO ADD?



A After logging into Canvas, click **Account** (left side menu.)



B Click **Settings**, then click **Observing**



C Fill in your next student's username and password, then click the **Add Student** button.

You can do this as many times as necessary, to enroll all of your children.

Observing

Username Password

Add Student

For an in-depth user guide to Canvas, go to: <https://community.canvaslms.com/docs/DOC-4033>