



## Creating a Canvas Parent Account and Logging in to Canvas

To create a Canvas Parent Account, you must register through the Synergy ParentVUE portal. The username created for ParentVUE is also the username for Canvas. You will set a separate password for Canvas the first time you login with the ParentVUE Username.

<p>1.</p>	<p>Access the district website at <a href="http://www.hillsboroughschools.org">www.hillsboroughschools.org</a> and then click the <b>Canvas icon</b> in the middle top of the page.</p> <p>Then on the Hillsborough Schools Digital Classroom page, click <b>Register</b> under the <b>Canvas for HCPS Parents</b> tile.</p>	 
<p>2.</p>	<p>Schools will provide parents with a Synergy ParentVUE activation letter. If you do not have the letter, please contact the school site.</p> <p>Once you have the activation information, proceed to ParentVUE to create your account. For step-by-step directions for creating a ParentVUE account, navigate to: <a href="https://www.hillsboroughschools.org/Page/10464">https://www.hillsboroughschools.org/Page/10464</a></p> <p><b>IMPORTANT:</b> After activating your account in Synergy ParentVUE, your Canvas Observer account will not be active until the next day. <b>After 24 hours, access Canvas using the same steps in Step 1 of this document, just choose Login instead of Register.</b></p>	<p>1. Locate the activation information. Your child's school will be able to provide you with activation information.</p> <p>2. Using the web browser on your device, navigate to <b>ParentVUE</b>.</p>  <p>3. Select <b>Activate Account</b>.</p> <p>4. If <b>Activate Account</b> does not appear, select <b>More Options</b>.</p> 
<p>3.</p>	<p>Select <b>"Forgot Password?"</b> to set up your Canvas password. <b>This is required the first time you access Canvas using your ParentVUE credentials.</b> On the next screen, enter your ParentVUE login ID, and choose <b>"Request Password"</b>. You will receive email directions to set your password. <b>Passwords for the two systems are independent and must be managed separately.</b></p>	
<p>4.</p>	<p>After setting up the Canvas Password, select <b>Login</b> and login with your ParentVUE ID and established Canvas password.</p> <p>The Canvas Parent account will <b>open</b> to the <b>Dashboard</b> and you may view your student's courses. If you have more than one student, there is a dropdown at the top of the dashboard to change the observed student.</p>	