



Creating a Canvas Parent Account

Note: If you have already created a mySPOT account, you do not need to complete this process

To create a Canvas Parent Account, you must register through the district mySPOT portal. The email and password created through a mySPOT account will be used to log in to your Parent Canvas account.

<p>1.</p>	<p>Access the district website at www.hillsboroughschools.org and then click the Canvas Log In icon in bottom left.</p> <p>Then on the Hillsborough Schools Digital Classroom page, click Register under the Canvas for HCPS Parents tile.</p>	
<p>2.</p>	<p>On the mySPOT page, fill out all of the fields: email address, student number, select school, birth month, birth day, birth year, last four of student social security number, and relationship to student. Check the box to declare information is true and correct. Select Register.</p> <p>A confirmation email will be sent to complete the registration and create a password for your mySPOT account.</p> <p>Note: Additional students can be added in mySPOT after registration is complete.</p>	
<p>3.</p>	<p>After registering at mySPOT, your account will not be active in Canvas until the next day.</p> <p>With your active mySPOT account, access the district website at www.hillsboroughschools.org</p> <p>Click Canvas Log In icon in bottom left of the website. Then click Log In under the Canvas for HCPS Parents tile on the right side.</p>	
<p>4.</p>	<p>Type the email and password registered on your mySPOT account.</p> <p>Click Login</p> <p>The Parent Canvas account will open to the Dashboard and you may view your student's courses.</p>	



Logging in to Canvas Parent Accounts

Canvas Parent Accounts can be accessed with the same email and password used to create and login to in mySPOT accounts. MySPOT accounts are used to access district systems like Canvas, Online Report Cards, School Choice, and many other district systems.

<p>1.</p>	<p>Access the district website at www.hillsboroughschools.org</p> <p>Click Canvas Log In icon in bottom left of the website.</p>	
<p>2.</p>	<p>On the right side, click Login under the Canvas for HCPS Parents tile.</p> <p>Note: If you do not have an account, click Register to register for an account through mySPOT.</p>	
<p>3.</p>	<p>Type the email and password registered on your mySPOT account.</p> <p>Click Login</p>	
<p>4.</p>	<p>Parent Canvas account will open to the Dashboard.</p> <p>View your student's courses.</p>	