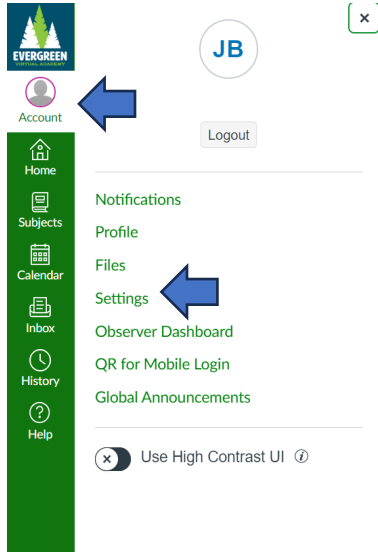
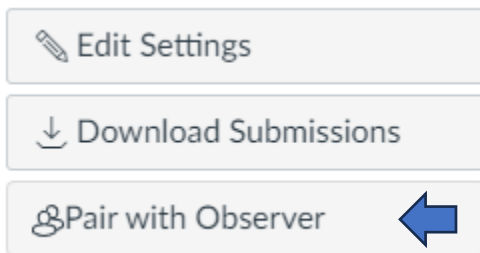


Creating Your Observer (Parent/Learning Coach) Account

1. There are two ways to get your student's pairing code. The easiest way is to get it from your student's Engagement Coach. If you get the code from your student's Engagement Coach, you can skip down to step 5. If not, log into the student account at <https://evergreenvirtual.instructure.com> and click on "Account" then "Settings"



2. On the right side of the Settings screen, click the "Pair with Observer" button

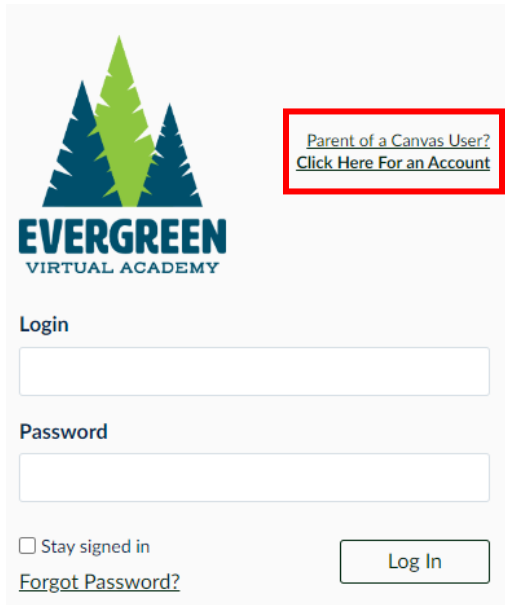


3. Write down the unique code given in the pop-up box. Click OK.



4. Log out of the student account

5. Go to <https://evergreenvirtual.instructure.com/login/canvas> and select “Parent of a Canvas user? Click Here for an Account”



Parent of a Canvas User?
Click Here For an Account

EVERGREEN
VIRTUAL ACADEMY

Login

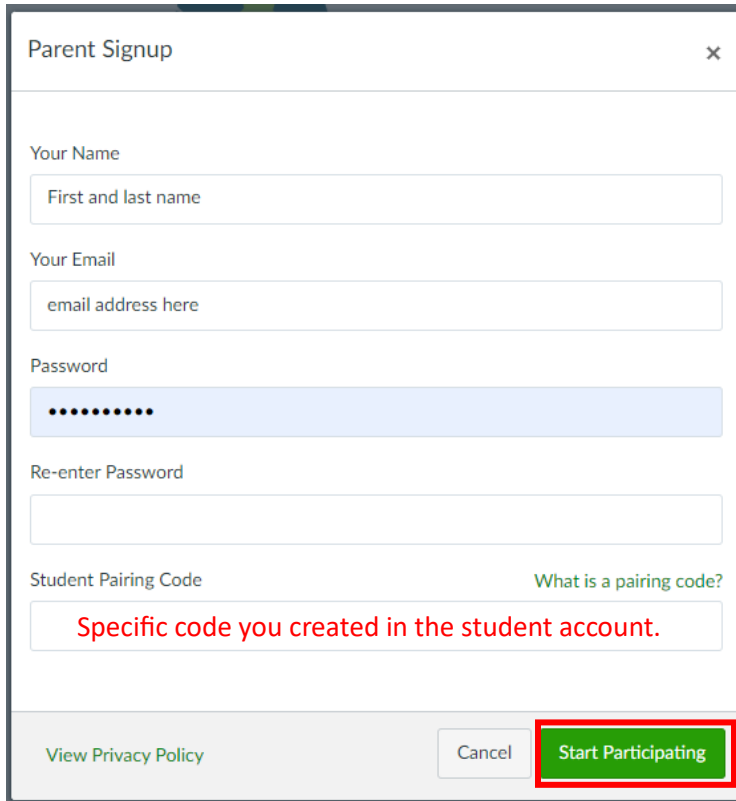
Password

Stay signed in

[Forgot Password?](#)

Log In

6. On the next screen, fill in the information to create a parent/learning coach login. Use the Student Pairing Code that you created and wrote down earlier. Click “Start Participating”



Parent Signup

Your Name

First and last name

Your Email

email address here

Password

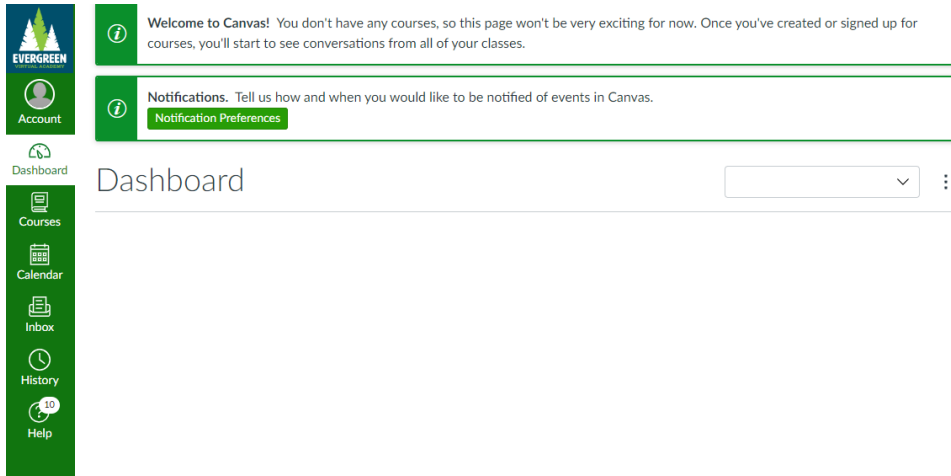
Re-enter Password

Student Pairing Code [What is a pairing code?](#)

Specific code you created in the student account.

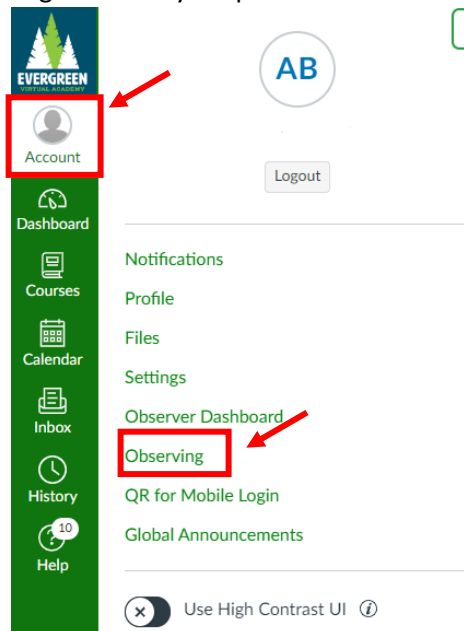
[View Privacy Policy](#)

7. Now you have an Observer account paired to the student. To log into your account go to <https://evergreenvirtual.instructure.com/login/canvas> You will be greeted with a dashboard like the one below and should be able to view all of your student’s classes/courses.



If you have one student, you are done. Continue for multiple students...

8. To link multiple students, go to the account for the student(s) you want to link and complete steps 1-3 again to generate a pairing code for the additional student(s). Write down the code(s).
9. Log back into your parent observer account, click 'Account' then 'Observing'



10. One at a time, enter each unique code you generated from the student account(s) and click the green '+ Student' button. Repeat as needed. The student(s) you are observing should then appear in your list.

