



How to add more than one student to your Parent account:

1. Make sure that you have already followed the steps to create a Parent account using one of your students' username/password credentials (lunch # & powerschool password).
2. Go to <https://gws.instructure.com>
3. Log on to your parent account.

Parent of a Canvas User?
Click Here For an Account
Browse courses

3 Username
momharrison@gmail.com

Password
.....

Stay signed in
Forgot Password?

Log In

4. From your Dashboard (the screen you land on upon login) click on **Account** in the left-hand Global Navigation.
5. Click on **Settings**.

Greenwood
Community School Corporation

Account

Dashboard

Courses

Calendar

Mom Harrison

Logout

Profile

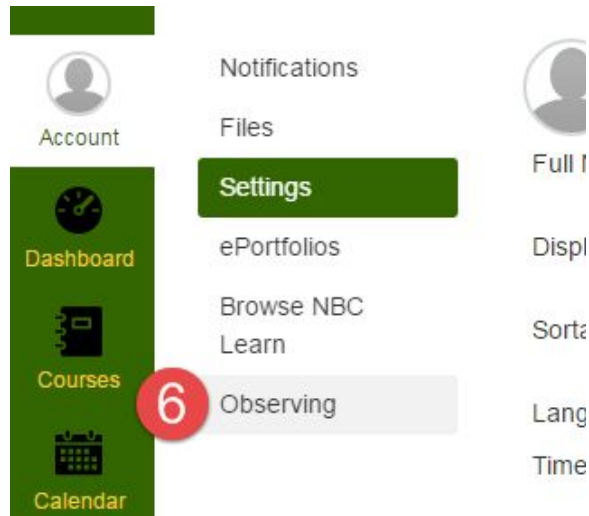
Setting

Notifications

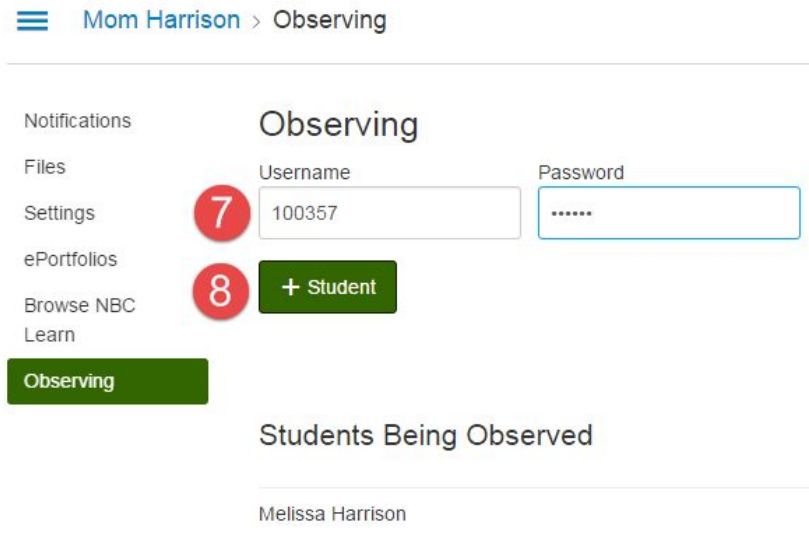
Files

ePortfolios

6. In the Settings menu, click on OBSERVING.



- 7. Enter the **lunch number** and **Powerschool Password** of your other student (not the one you used to create the account) in the **Observing** field.
- 8. Click on the green **+Student** button to add the second student.



- 9. All students being observed will display at the bottom of the screen.
- 10. Repeat steps 7 & 8 as necessary until your whole posse is being observed on your parent account.