

# CANVAS 101- FOR PARENTS

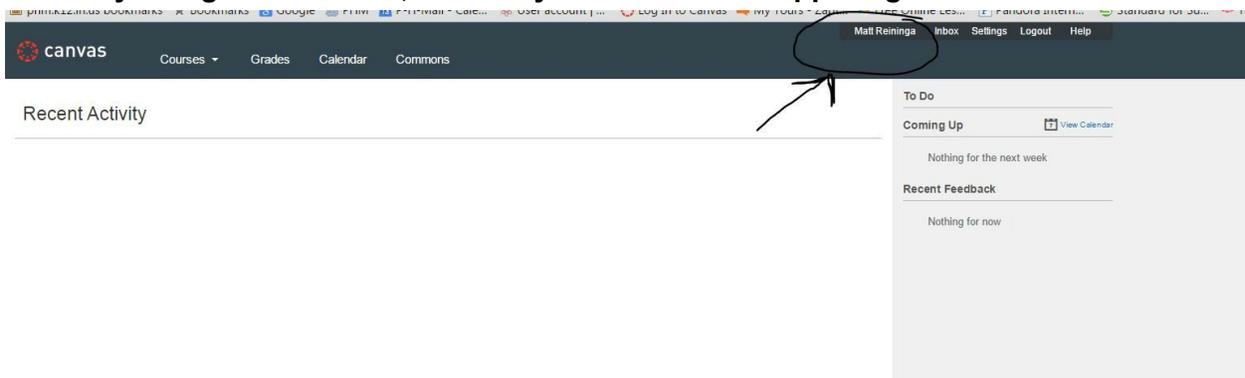
Canvas is a LMS (Learning Management System) that is used in PHM. Teachers can put online content for students, make announcements and even provide assignments. All parents are enrolled in the Canvas course of their students as observers. As observers, you can see the content, but are not able to interact with it.

To log-on to Canvas go to: <http://phm.instructure.com> or follow the Canvas link under Teacher Resources on the PHM Homepage. Log-in using your HAC username and password. If you don't know your login information either contact the school office or email [HAC@phm.k12.in.us](mailto:HAC@phm.k12.in.us).

You can have information automatically forwarded to your email or smartphone by Canvas. The emails will come from "notifications@instructure.com" so check your spam folder if you don't see them in your inbox.

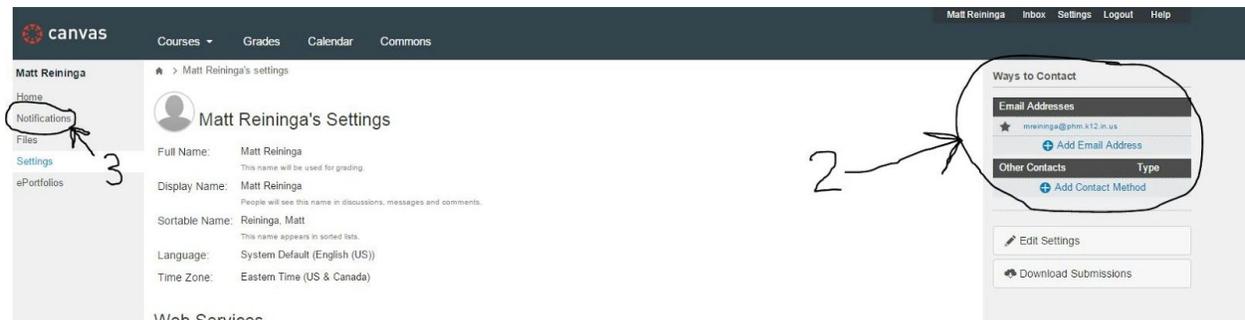
Here is how you do it:

## 1. Once you log-in to Canvas, click on your name in the upper right hand corner.

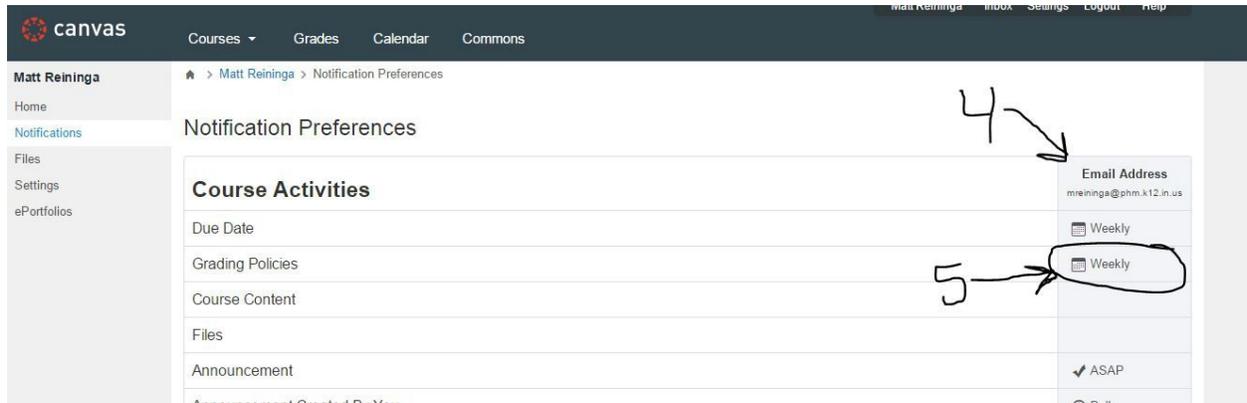


## 2. You can change or add other e-mails and/or smart devices on the right side of the screen.

## 3. Click on Notifications on the menu on the left side of the screen.



4. On the right side of the screen you will see your different notification methods listed. This example only has one e-mail address. You can control the notifications for each method separately.
5. Find the option you would like to be notified about and hover over the box on the right. You will have the option to choose to be notified ASAP, a daily summary, or a weekly summary.



Teachers will be using Canvas announcements to communicate this year in place of (or in addition to) a classroom blog. By setting up notifications for announcements you can get all of that communication right in your inbox!

6. The Canvas calendar is a place to check assignment due dates.
7. The grades tab will show only assignments that have been graded in Canvas. (Check HAC for a listing of all grades)
8. You can use the courses dropdown to view content and assignments from all of your student's classes.

