

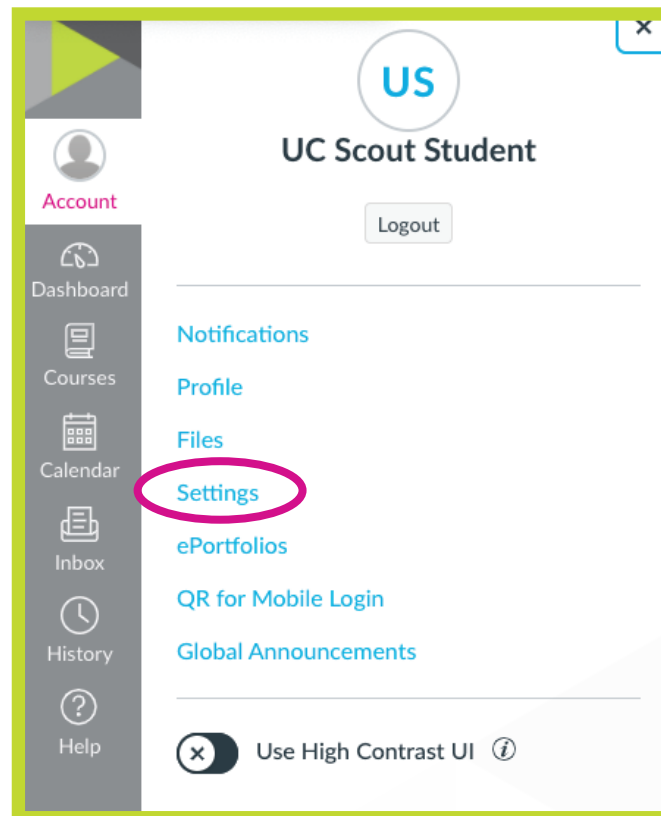
# How to Add an Observer in Canvas

(UC Scout's Online Classroom)

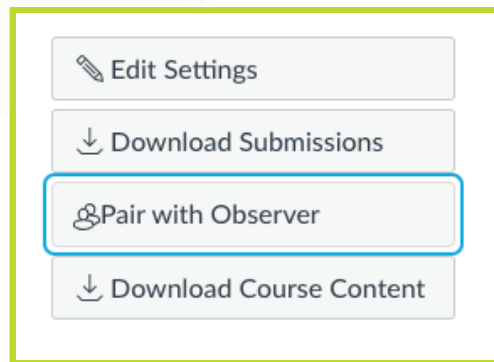
An observer is a trusted guide who supports your journey through your course(s). Their role and responsibility is to commit to supporting you, monitor your progress, view your submissions and grades, and receive occasional email communication from your teacher when support is needed.

## Directions for Students

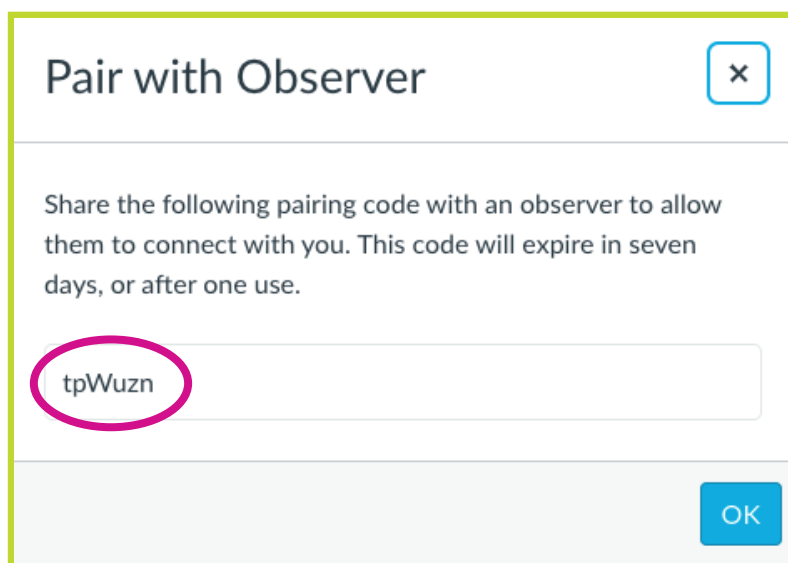
1. Student: [click here](#) to log into the online classroom. From the left-hand navigation bar, select **Account** > **Settings**.



2. In the right column of the **Settings** page, select **Pair with Observer**.



3. A '**Pair with Observer**' box will pop up. Copy the observer code!



- ▶ Each pairing code can be used for *one observer*.
- ▶ Students can generate a *maximum of 5 unique pairing codes*.
- ▶ Generating a 6th code will *deactivate the first pairing code*.
- ▶ Pairing codes *expire after one week*.
- ▶ After the 5th observer, you will need to contact our Student Services team, [ucscout@ucsc.edu](mailto:ucscout@ucsc.edu), to process additional observer requests.

4. Share the directions on the next two pages with your course observer in addition to their *individual* six-digit observer code.

# Directions for Observers

You can only observe a student with an *active* enrollment. Once paired with a student, you can observe all future enrollments.

1. [Click here](#) or visit [ucscout.org](https://ucscout.org) > **Log In Here** > **Access the Observer Feature Login** to create or log into your observer account.

## Access the Observer Feature

Pick this option if you are a parent, teacher, or counselor who wants to follow along with your UC Scout students.

Visit our FAQ page for information on how to be added as an observer!

[Log In](#)

2. **NEW OBSERVERS:** Complete the account creation steps using the *pairing code* provided by your student.

scout UNIVERSITY OF CALIFORNIA

Parent of a Canvas User?  
Click Here For an Account

Staff/Observer Login

Password

Stay signed in

[Forgot Password?](#) [Log In](#)

[Help](#) [Privacy Policy](#) [Acceptable Use Policy](#) [Facebook](#) [Twitter](#)

INSTRUCTURE

Parent Signup

Your Name

Your Email

Password

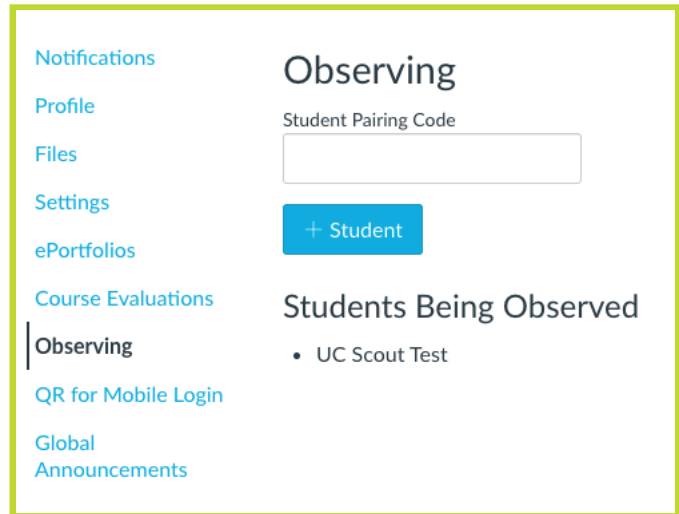
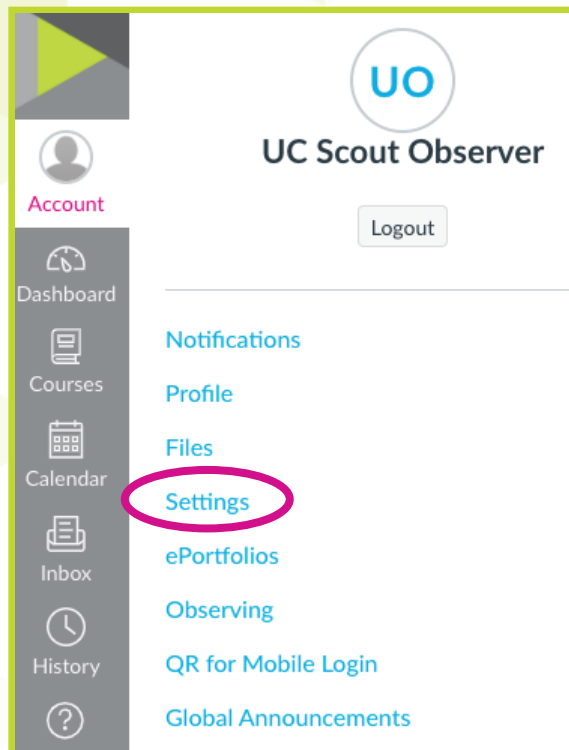
Re-enter Password

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

You agree to the [terms of use](#) and acknowledge the [privacy policy](#).

[Cancel](#) [Start Participating](#)

- 3. EXISTING OBSERVERS:** From the left hand navigation bar, select:  
**Account > Settings > Observing > Enter the Pairing Code > Save**



- 4.** Observers with accounts prior to '**Fall 2020**' term need to [click here](#) to access the '**Enter Pairing Code**' page directly.

## Additional Resources

- 1.** [Linking Your Observer Account in the Canvas Parent App](#)
- 2.** [On Demand Observer Best Practices](#)