

## Generating a student pairing code

Use the Canvas username and password provided in onRecord to sign in at [www.thalesacademy.org/canvas](http://www.thalesacademy.org/canvas) as your student. (You can access this by clicking on your student's name in the top left navigation in onRecord and choosing the Contact Card tab.)

**Example Student '26**  
Current grade: 5th Grade | School level: Knightdale Pre-K-5

Send message

Progress Schedule Conduct **Contact Card**

Photo  
Currently no bio

Phone  
Add phone

Address  
Add address

General information  
Edit

First Name: Example  
Last Name: Student  
Canvas Username: example.student26  
Canvas Password: 5152215C

Emergency contact  
Manage phones  
Phone

**Thales Academy**  
Parent of a Canvas User?  
[Click Here For an Account](#)

username or parent email  
example.student26

Password  
.....

☐ Stay signed in  
[Forgot Password?](#)

Log In

Once signed in, navigate to Account>Settings and click the button on the right side for “Pair with Observer”  
Copy the code in the box and click “OK” and then go to Account>Logout

**1** Account

**2** Settings

**3** Pair with Observer

**4** 10d42f

**5** OK

**6** Logout

Example Student

Dashboard  
Courses  
Calendar

Pair with Observer

Share the following pairing code with an observer to allow them to connect with you. This code will expire in 24 hours.

Repeat these steps for any additional students you have. Pairing Codes expire after 24 hours.

# Using Student Pairing Codes to Create a Canvas Parent Account

Visit [www.thalesacademy.org/canvas](http://www.thalesacademy.org/canvas) and click the link under “Parent of a Canvas user?”

The left screenshot shows the Thales Academy Canvas login page. A red circle highlights the link "Parent of a Canvas User? Click Here For an Account" located above the login fields. The right screenshot shows the same login page, but with a red circle highlighting the link "Parent of a Canvas User? Create Account" located below the "Log In" button.

Use the Student Pairing Code along with your name, email address and desired password to create your account.

The Parent Signup form includes the following fields and options:

- Your Name: Example Parent
- Your Email: example.parent@thalesacademy.org
- Password: [Redacted]
- Re-enter Password: [Redacted]
- Student Pairing Code: 10d42f
- Checkboxes: ☒ You agree to the [terms of use](#) and acknowledge the [privacy policy](#).
- Buttons: Cancel, Start Participating

## Using Student Pairing Codes to Add a Student to an Existing Canvas Parent Account

Once you've signed in to Canvas, choose Account>Settings>Observing, and then enter the Student Pairing codes you generated for other students in the box provided.

The screenshot shows the Canvas parent account settings page. A red circle highlights the "Account" link in the left sidebar. Another red circle highlights the "Student Pairing Code" input field and the "+ Student" button in the "Observing" section.

Note that Student Pairing Codes expire 24 hours after they are generated. If not linked to a parent account within 24 hours, you will need to regenerate another pairing code using the steps outlined above.