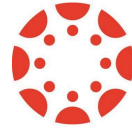


# **Getting Set-up for the 2024-2025 School Year**



canvas

Beginning this school year, our school district will be utilizing Focus and Canvas as the two main platforms to communicate with families. Focus will serve as our gradebook of record along with tracking student attendance and other important communication. Canvas, on the other hand, will be our main platform for instructional content and provide parents additional communication about instruction and school information (similar to Remind and other classroom apps). By using these two integrated systems, we aim to provide a seamless and efficient way for families to stay informed and engaged in your child's education. We strongly encourage all families to sign-up and familiarize themselves with both platforms to ensure they can access information and communicate with teachers quickly and easily.

## **Step 1: Getting Signed-up for the FOCUS Parent Portal**

Please note, if you already have a Focus account and are linked with your child(ren), you can skip this step.

To create a new parent portal OR to link your child to your parent portal account, scan the QR code, or visit this website:

<https://focus.escambia.k12.fl.us/focus/auth/>



You will need the following information:

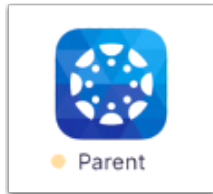
1. A valid email address that you can access \_\_\_\_\_
2. Your child's date of birth
3. Your child's 6-digit student ID number \_\_\_\_\_
4. 4-digit security pin (obtain from the front office) \_\_\_\_\_

## **Step 2: Getting Signed-up as a Canvas Observer**

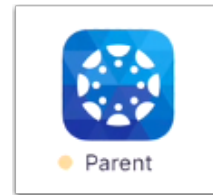
Beginning **August 16th** use the attached documents and the **email used for your Focus Parent Portal Account** to get signed up as an observer on Canvas (your Canvas account will be automatically linked to your FOCUS Parent Portal account).

**\*\*\*Instructions with correlating images attached.**

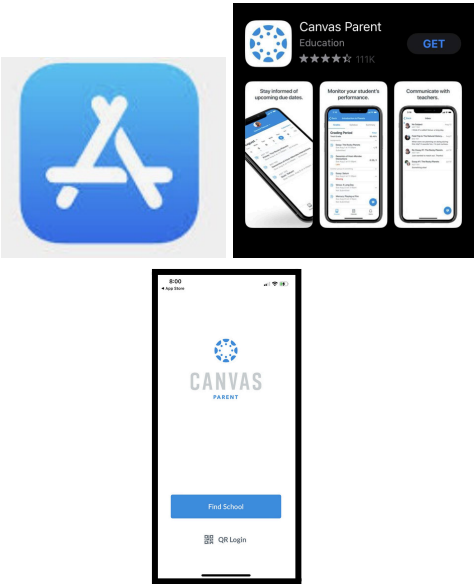

1. Download the Canvas Parent App from the app store
2. Click on "Find School" and search for "Escambia"
3. Click on the parent login button
4. Select Forgot Password to proceed with setting up your account for the first time
5. Type in your email address (it needs to be the same email as your FOCUS account)
6. Manage communication settings in the app under Push Notifications (toggle on Conversation Message to receive message notifications from your child's teacher)



# Canvas Parent App

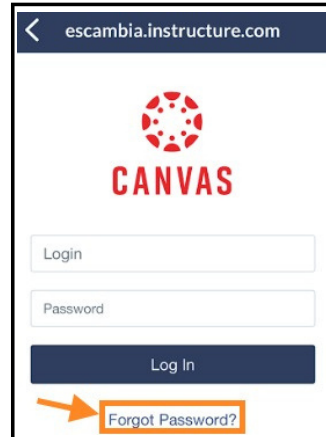
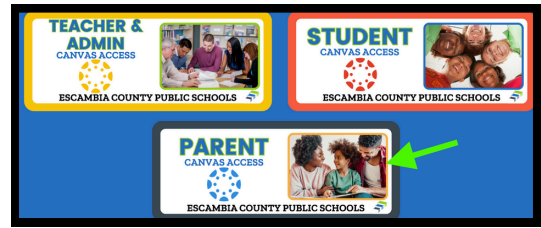


## Create the Canvas Parent Account on your Cellular Device

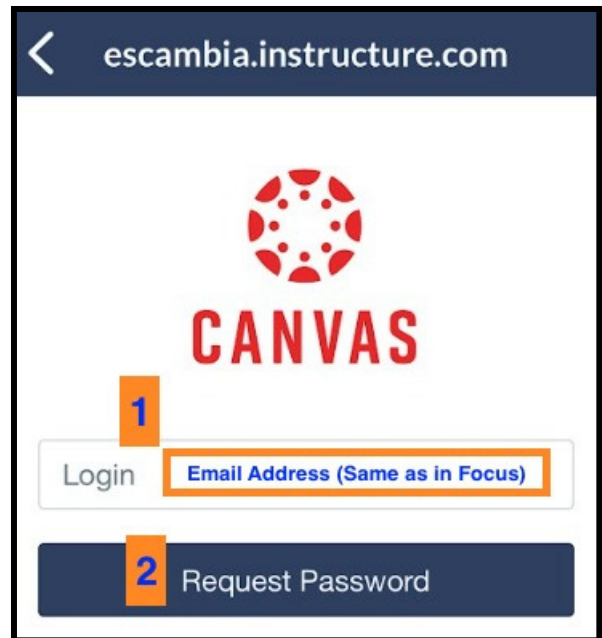
<u>Directions</u>	<u>Image</u>
Download the Parent App from the App store	
<u>Click on Find School</u> Type in Escambia	

Click on the Parent Login Button

Select Forgot Password to set a "New" Password



Type in your email address (It needs to be the same email address used with your Focus Account) and click on Request Password



# PARENTS! GET TO KNOW CANVAS!

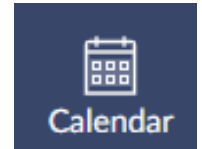
## Modules and Assignments

Any assignments assigned to your child through the Canvas platform can be found in the Modules tab. You can view the assignments given and the work that your child submits.

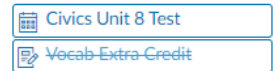
 Home  Schedule  Modules

## Calendar

Events or special dates added will appear in the Canvas calendar! This calendar will also show any upcoming due dates for your child's assignments. Assignments will appear as crossed out on the calendar once your child has submitted the assignment.



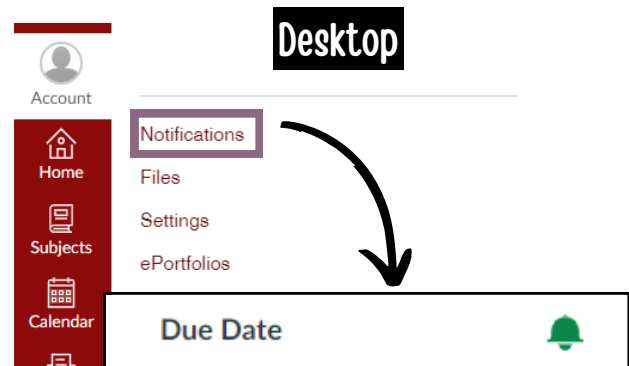
18



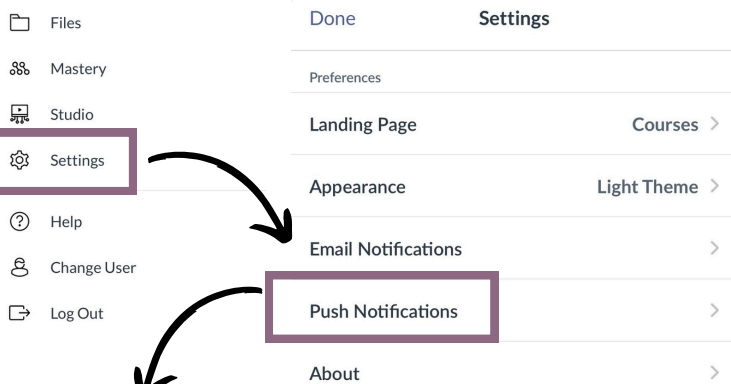
## Notifications- Desktop and Parent Canvas App

Make sure to edit your notification settings to get notified on your phone or emailed about things that are important to you!

To set up notifications from a **desktop browser**, find Notifications under your Account on the left side toolbar. Go to the Conversations section and select your preferred settings. Make sure to also set notifications for announcements and calendar.



## Parent Canvas App



To receive instant notifications from the **Canvas Parent app** on your phone, select the menu icon in the top left corner of your screen and select Settings. From the settings menu, select "Push Notifications" and toggle on Conversation Messages. Make sure to also toggle on any other push notifications that you wish to receive instantly!

