

Christ Classical Academy

Parent Canvas Guide



Christ Classical Academy

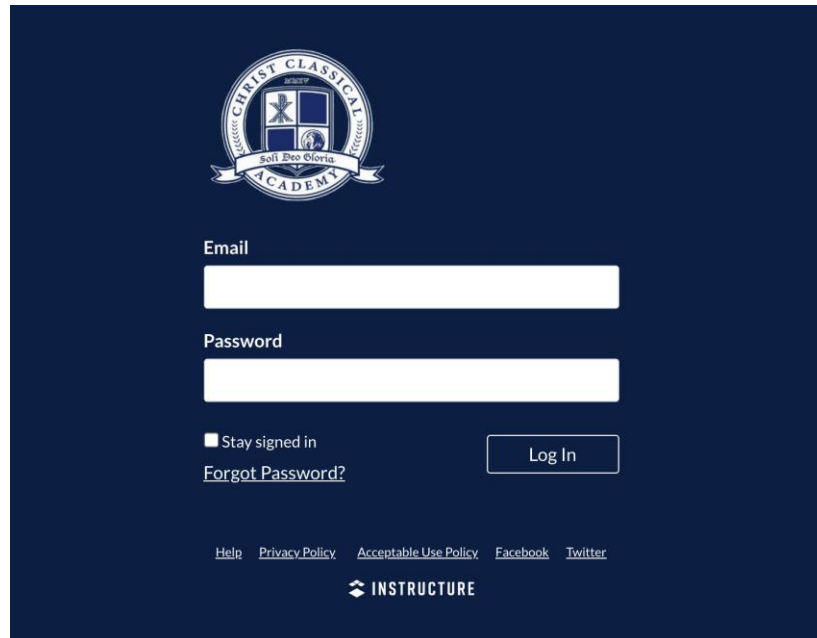
Parent Canvas Guide

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How to Set/Reset Password

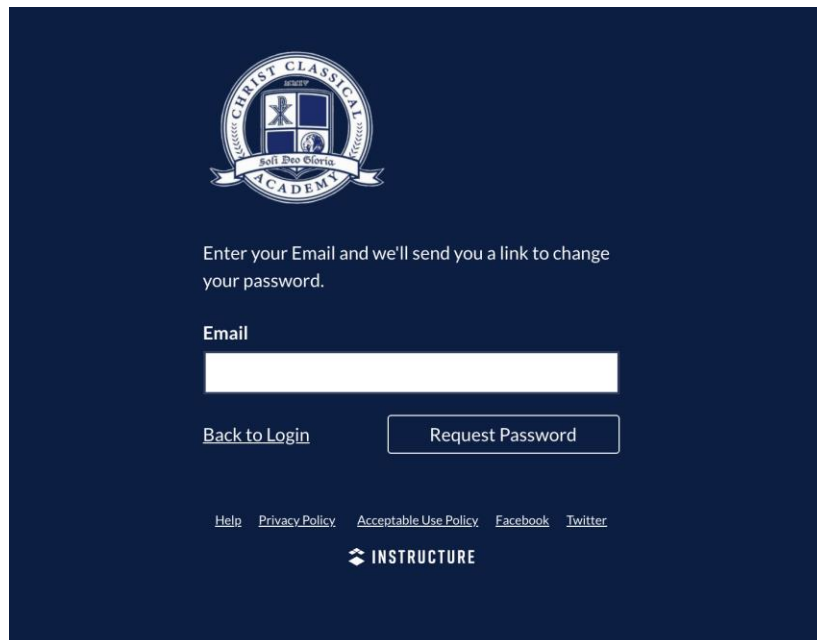
NOTE: This guide is for your first time logging in and setting a password.

Step 1: Navigate to www.christclassical.instructure.com.



The screenshot shows the login page for Christ Classical Academy's Instructure system. At the top center is the academy's crest, which features a shield with a cross and a book, surrounded by the text "CHRIST CLASSICAL ACADEMY" and the motto "Soli Deo Gloria". Below the crest are two input fields: "Email" and "Password". Under the "Email" field is a checkbox labeled "Stay signed in". To the right of the "Password" field is a "Log In" button. Below the "Log In" button is a link for "Forgot Password?". At the bottom of the page, there are links for "Help", "Privacy Policy", "Acceptable Use Policy", "Facebook", and "Twitter", followed by the "INSTRUCTURE" logo.

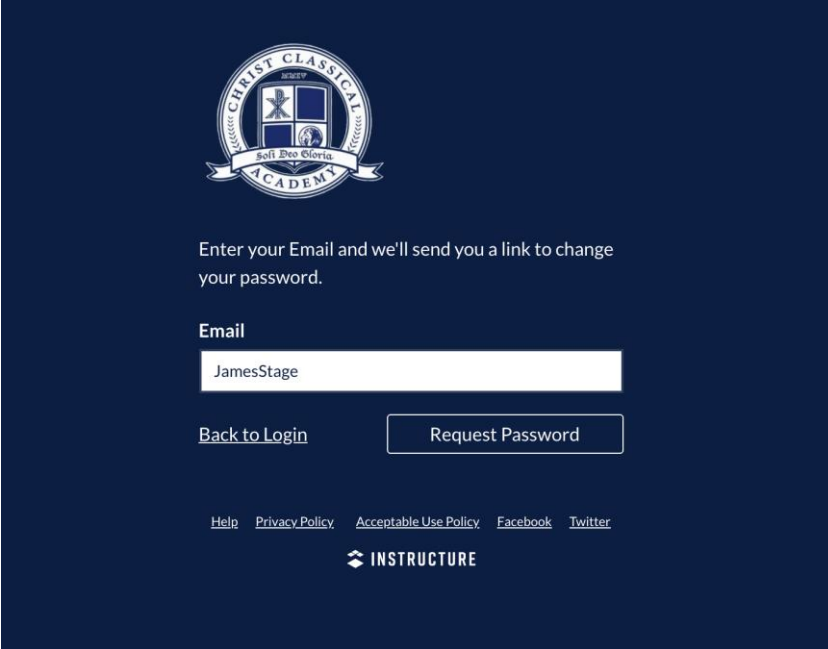
Step 2: Click on "[Forgot Password?](#)". This will take you to the following screen:



The screenshot shows the "Forgot Password" page for Christ Classical Academy's Instructure system. At the top center is the academy's crest, identical to the one in the previous screenshot. Below the crest is the text "Enter your Email and we'll send you a link to change your password." followed by an "Email" input field. Below the input field are two buttons: "Back to Login" and "Request Password". At the bottom of the page, there are links for "Help", "Privacy Policy", "Acceptable Use Policy", "Facebook", and "Twitter", followed by the "INSTRUCTURE" logo.

Step 3: Enter your username. This is **NOT AN EMAIL**. It is your FirstnameLastname.

EXAMPLE: JonDoe, JaneSmith



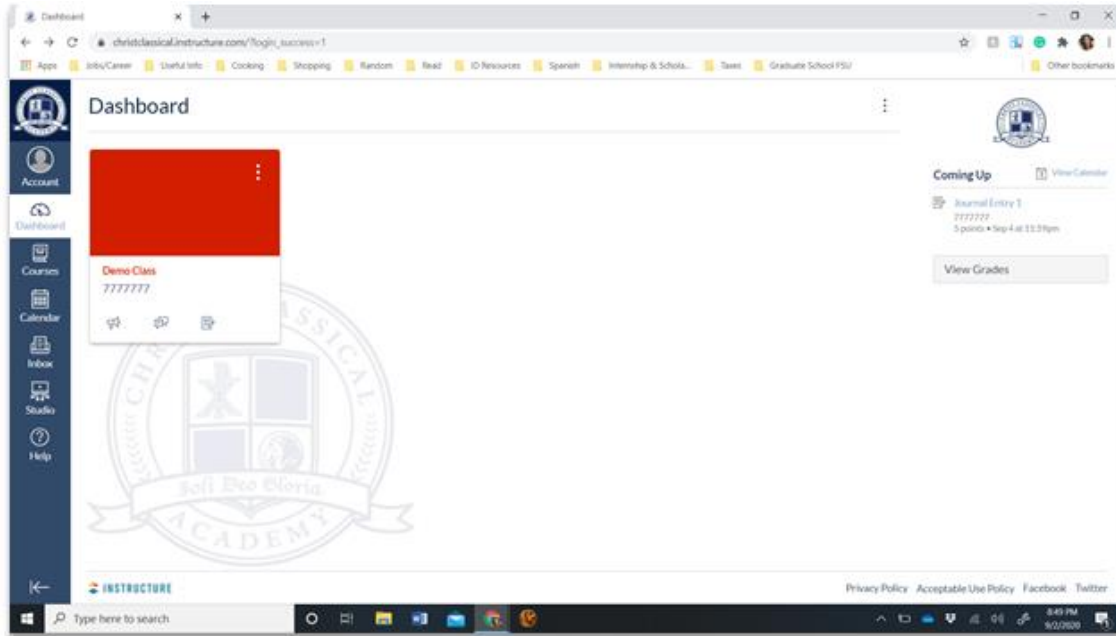
The screenshot shows a dark blue background with the Christ Classical Academy logo at the top center. The logo is circular with a cross and the text "CHRIST CLASSICAL ACADEMY" and "Soft Ibo Gloria". Below the logo, the text reads "Enter your Email and we'll send you a link to change your password." Underneath is the label "Email" and a white text input field containing "JamesStage". Below the input field are two buttons: "Back to Login" (a text link) and "Request Password" (a button). At the bottom, there are links for "Help", "Privacy Policy", "Acceptable Use Policy", "Facebook", and "Twitter", followed by the "INSTRUCTURE" logo.

Step 4: Click “Request Password”. An email will be sent to your email on file with RenWeb. When you get the email, follow the instructions to set or reset your password.

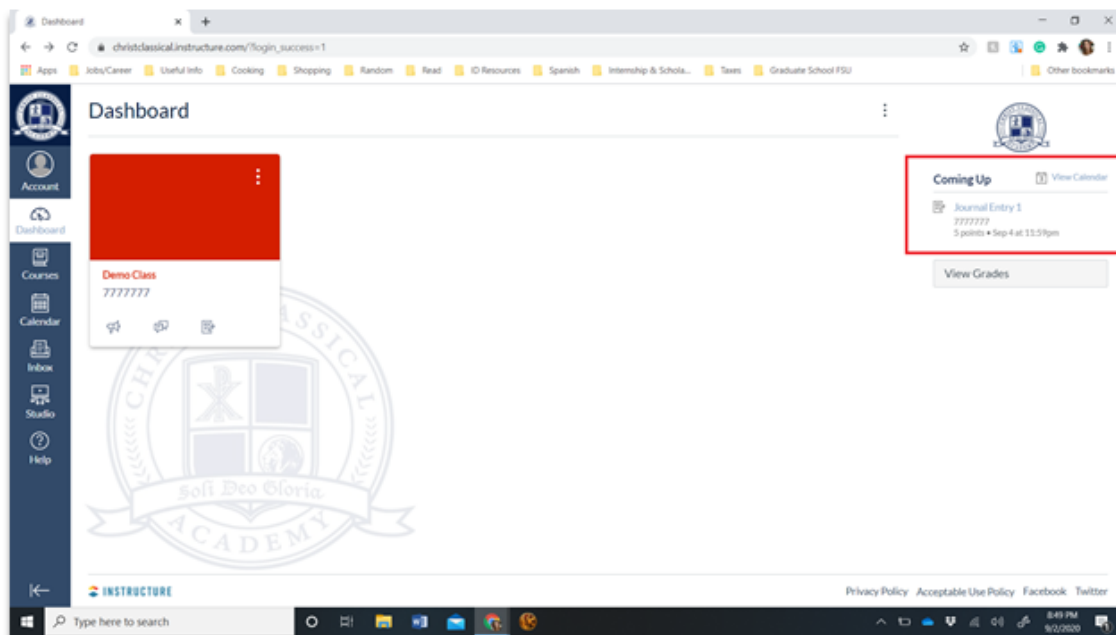
NOTE: This guide is for student and parent accounts.

Checking the To-Do List

Step 1: Log in to your account. From the dashboard, select the course you would like to view.

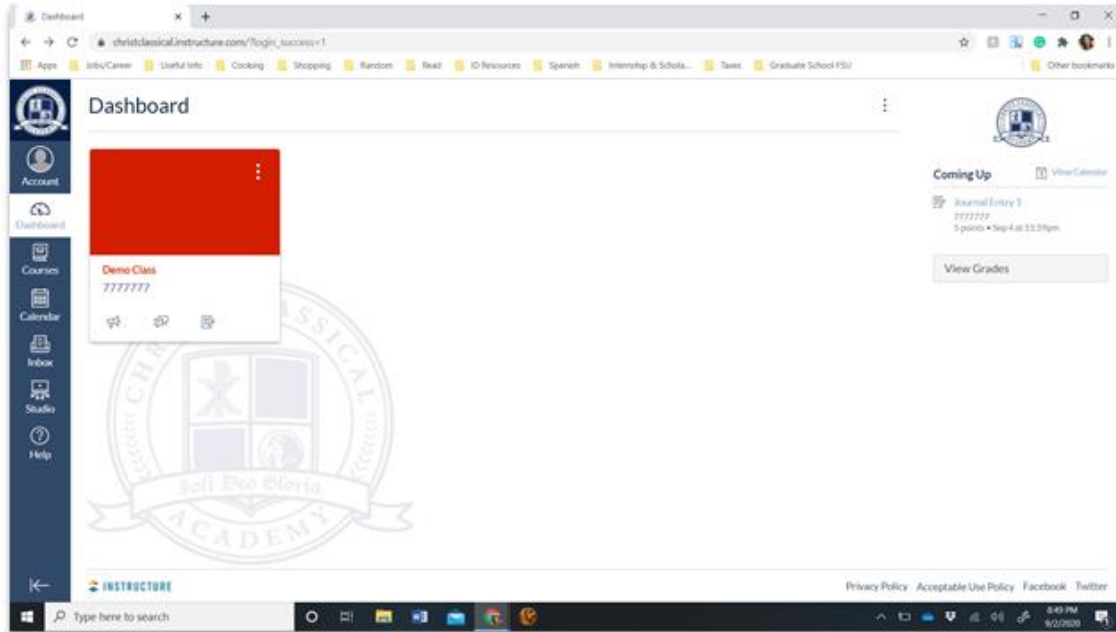


Step 2: On the right-hand side, view the “**Coming Up**” section. Below, you will find the list of upcoming assignments.

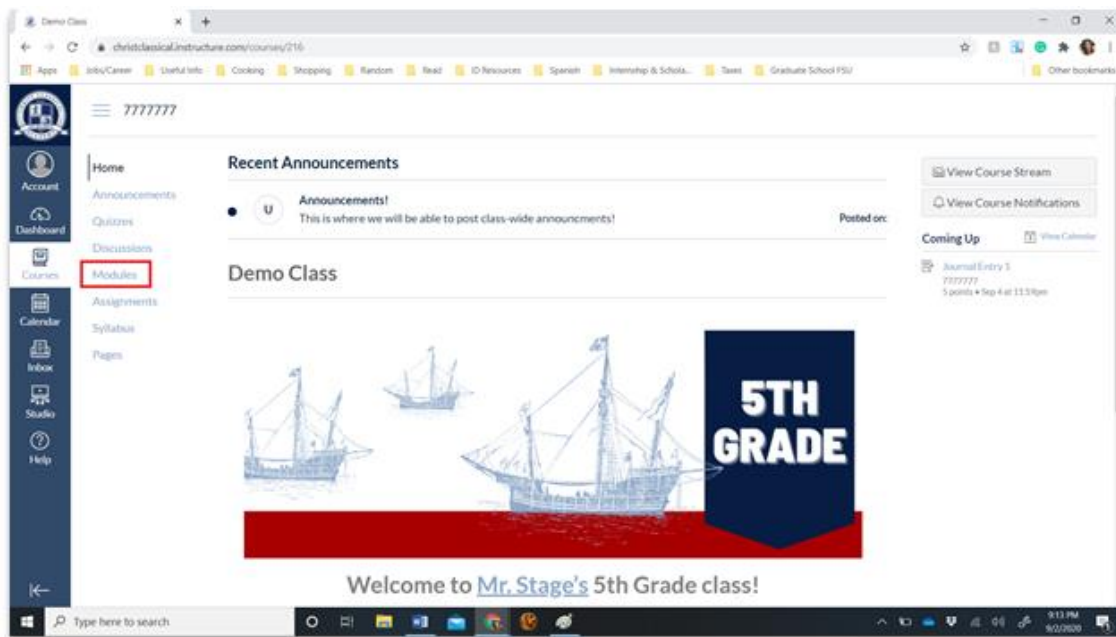


Viewing Lessons

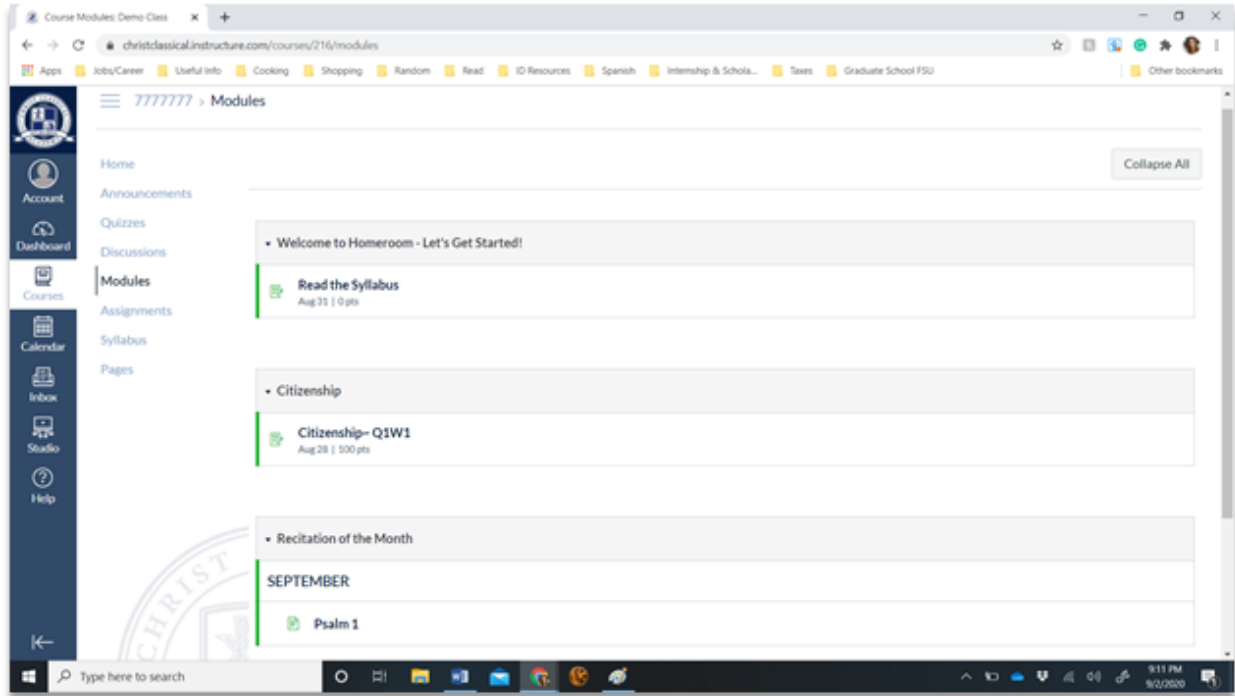
Step 1: Log in to your account. From the dashboard, select the course you would like to view.



Step 2: Click on “Modules”.



Step 3: Navigate to the desired lesson/unit.



The screenshot displays a web browser window with the URL christclassical.instructure.com/courses/216/modules. The page title is "7777777 > Modules". A left-hand navigation menu includes links for Home, Account, Dashboard, Courses, Calendar, Inbox, Studio, and Help. The main content area shows a list of modules:

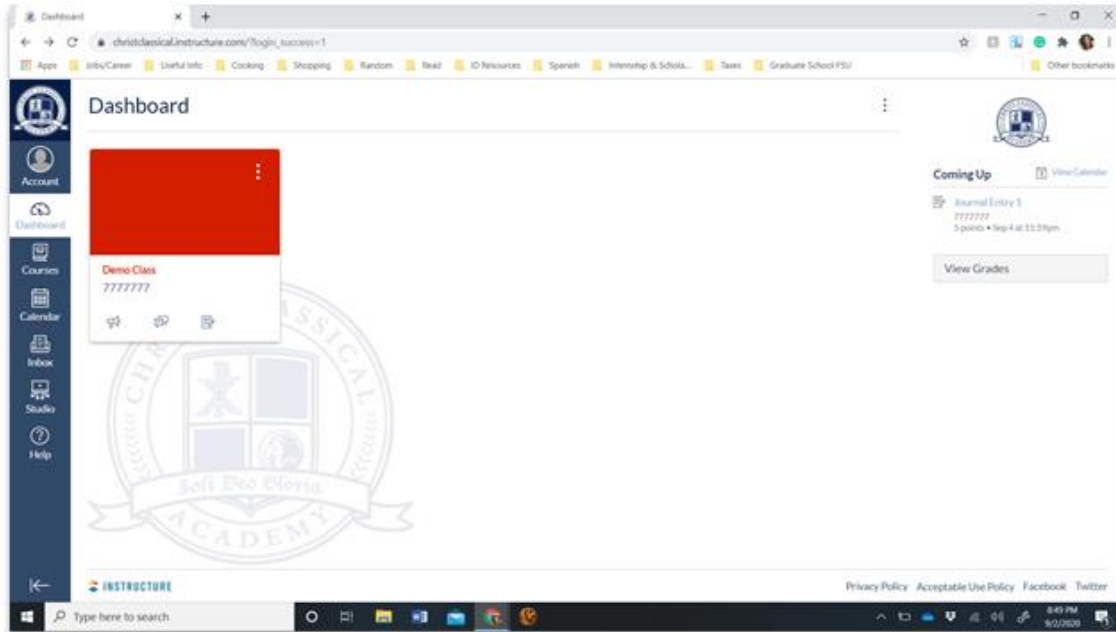
- Welcome to Homeroom - Let's Get Started!
- Read the Syllabus
Aug 25 | 0 pts
- Citizenship
- Citizenship- Q1W1
Aug 28 | 100 pts
- Recitation of the Month
- SEPTEMBER
- Psalm 1

The interface includes a "Collapse All" button in the top right corner. The Windows taskbar at the bottom shows the time as 9:11 PM on 8/2/2020.

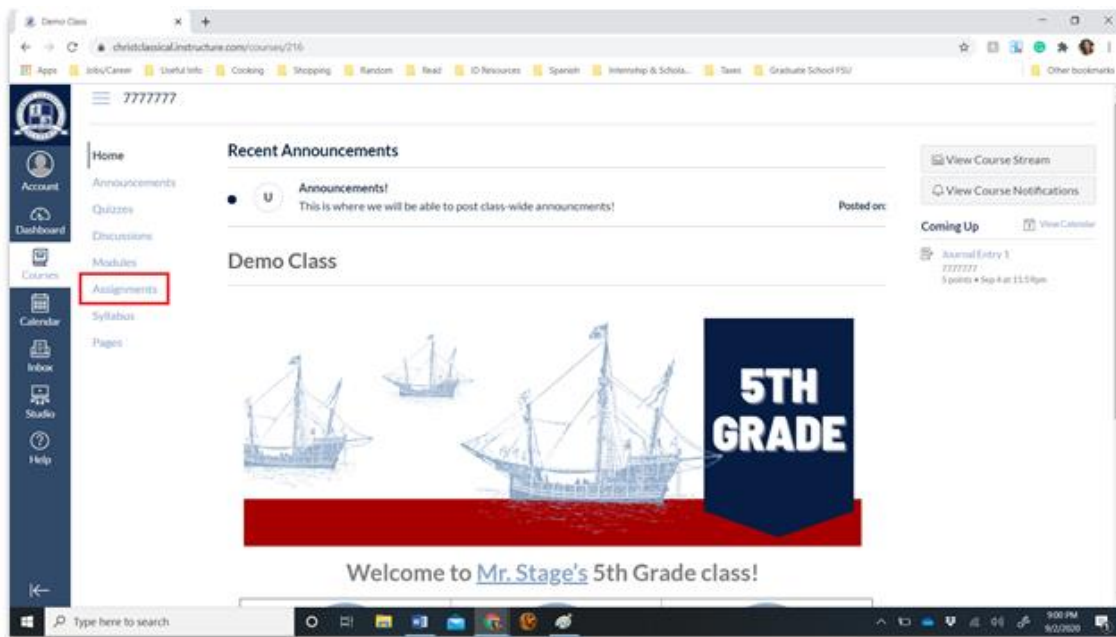
Note: Instructors may have uniquely designed courses. Contact the instructor if you are having trouble finding specific information.

Viewing Assignments

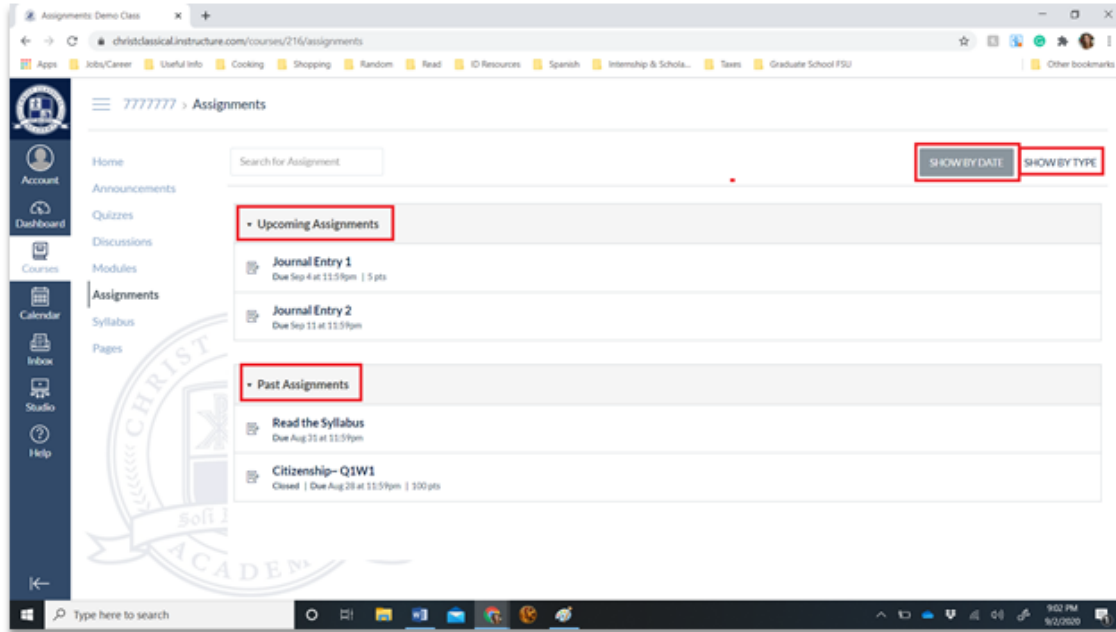
Step 1a: Log in to your account.



Step 2a: Click on "Assignments".

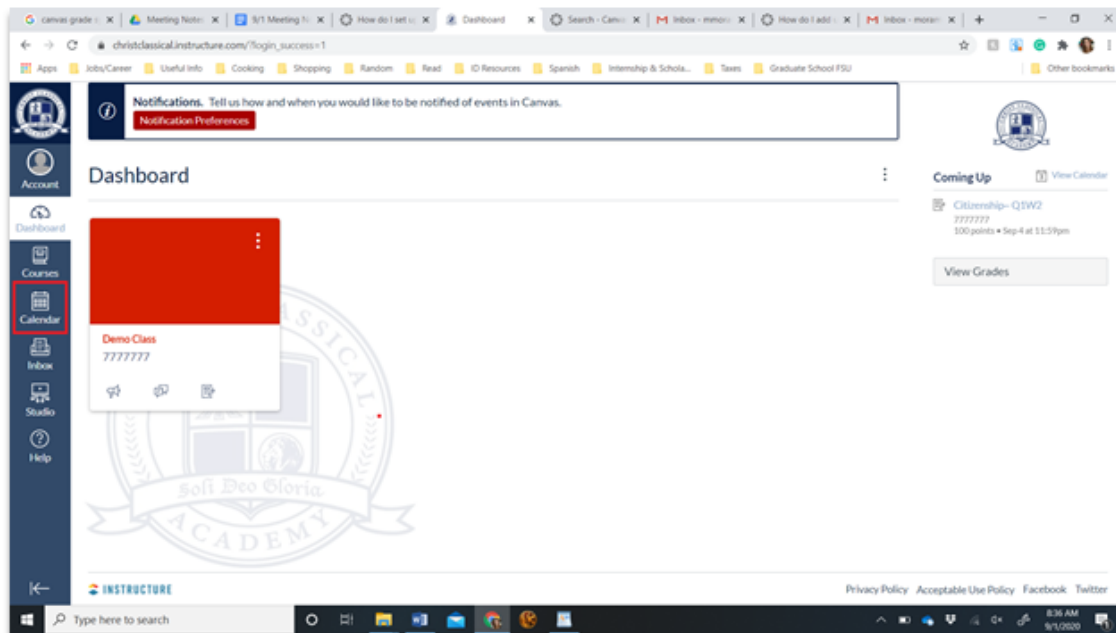


Step 3a: View assignments.

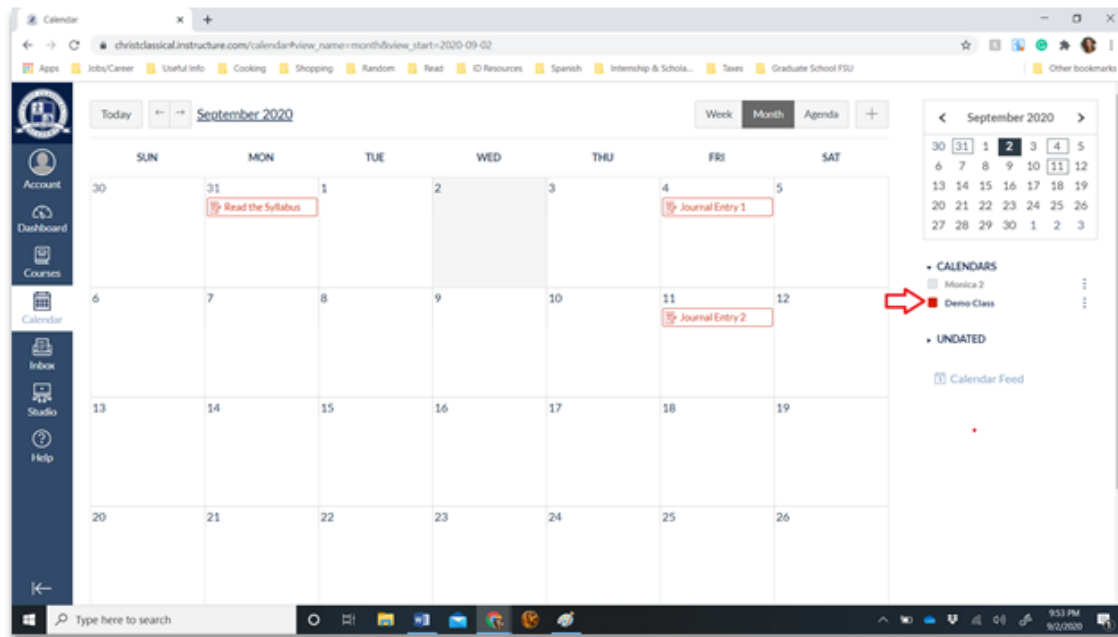


Note: You can sort assignments by date or type, as well as view upcoming assignments and past assignments.

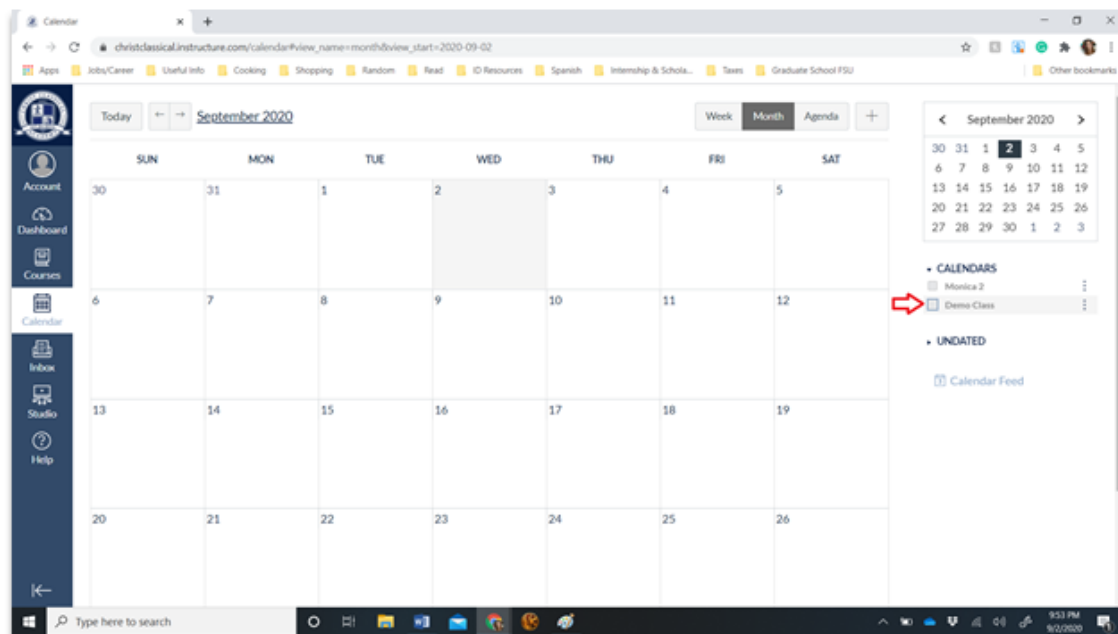
Step 1a: Alternatively, you can view assignments by clicking “Calendar.” This is located under “Courses”.



Step 1b: On the right-hand side, click on the class color icon to deselect a course. This will remove assignments from the calendar.



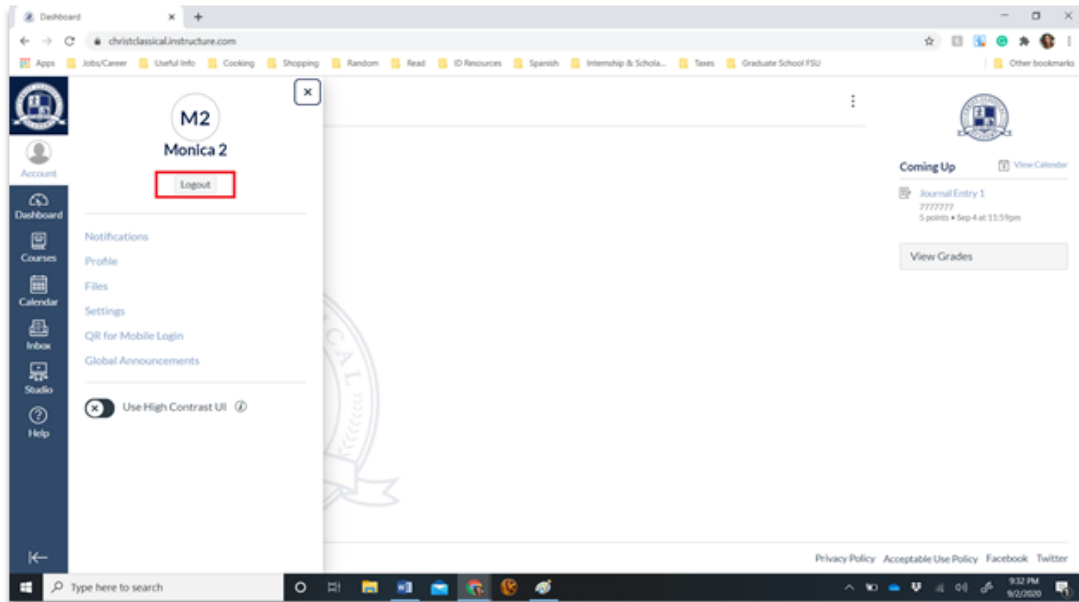
Note: This is helpful for decluttering assignments on the calendar.



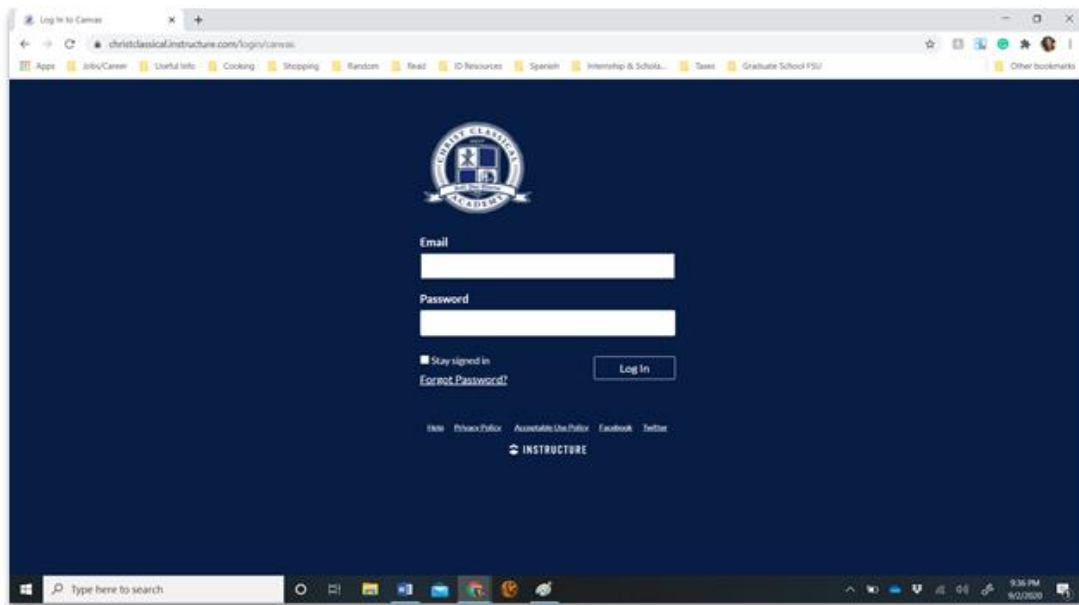
Submitting Assignments

Note: You can **NOT** submit assignments through your parent account. You must log out and log in to your student's account in order to submit work.

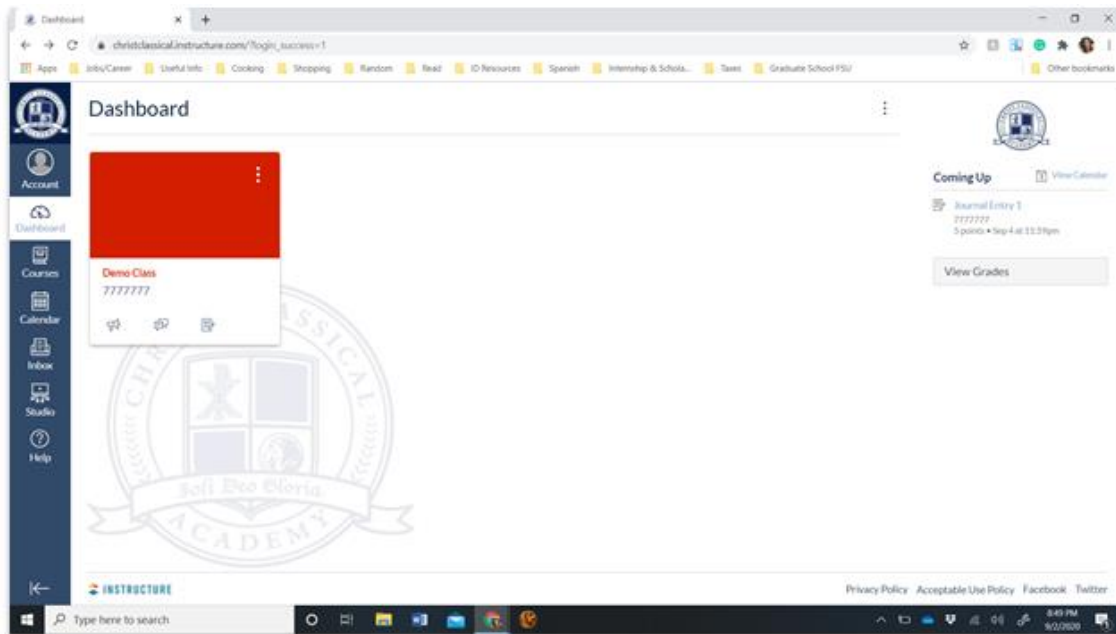
Step 1: Log out of your account.



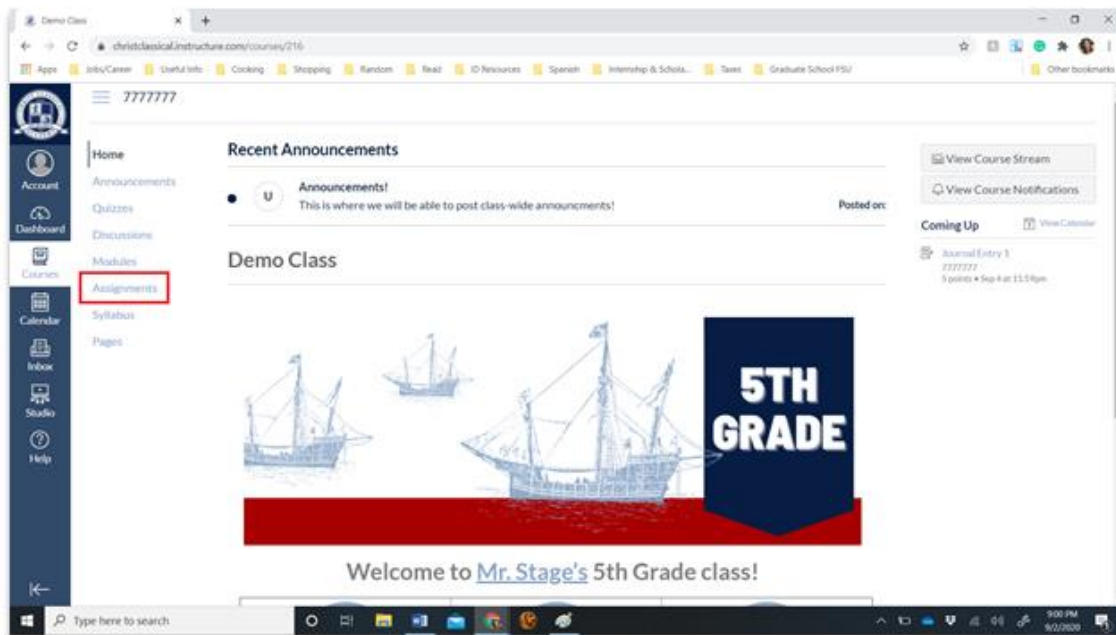
Step 2: Log in to your child's student account.



Step 3: From the dashboard, select the course you would like to view.



Step 4: Click on “Assignments”.



Step 4: Search for the upcoming assignment and click on the link.

Assignments Demo Class

christclassical.instructure.com/courses/216/assignments

7777777 > Assignments

Home Announcements Quizzes Discussions Modules Assignments Syllabus Pages Grades People

Search for Assignment

SHOW BY DATE SHOW BY TYPE

- Overdue Assignments
 - Read the Syllabus
Due Aug 31 at 11:59pm
- Upcoming Assignments
 - Journal Entry 1
Due Sep 4 at 11:59pm | +5 pts
 - Journal Entry 2
Due Sep 11 at 11:59pm
- Past Assignments
 - Citizenship- Q1W1
Closed | Due Aug 28 at 11:59pm | +100 pts

Type here to search

9:41 PM 9/2/2020

Step 5: Click "Submit Assignment".

Read the Syllabus

christclassical.instructure.com/courses/216/assignments/1166

7777777 > Assignments > Read the Syllabus

Home Announcements Quizzes Discussions Modules Assignments Syllabus Pages Grades People

Due Aug 31 by 11:59pm Points 0 Submitting a text entry box

The Syllabus contains an overview of the school year. You can access it via the [Syllabus](#) link on the left hand side of this web-page.

Once you have read it, please indicate that you have done so in the text-box below and hit "Submit Assignment."

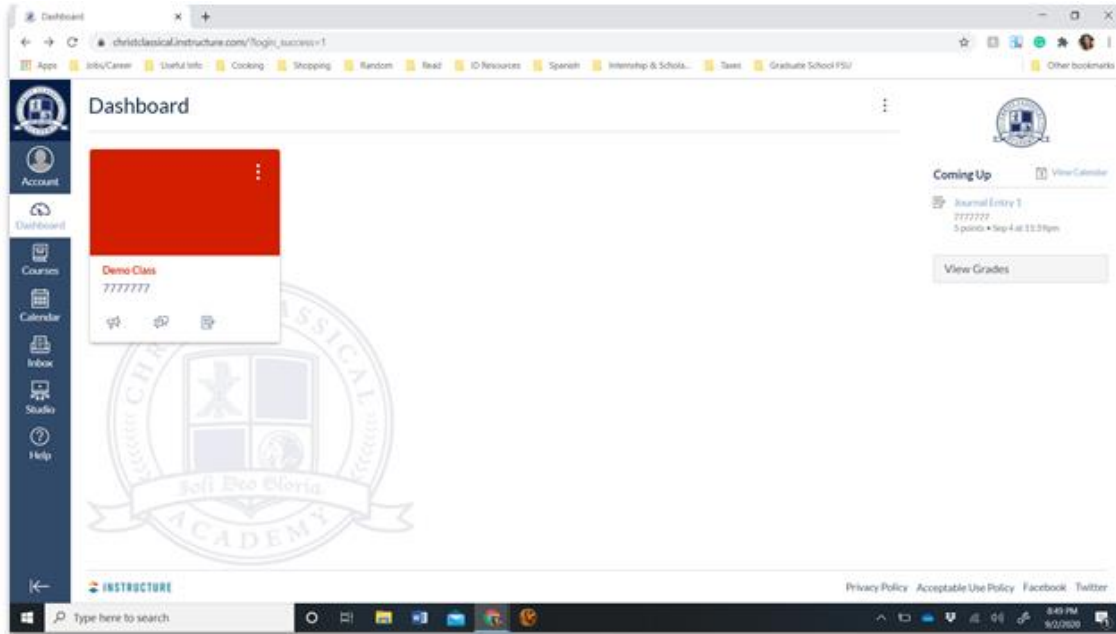
Next •

Type here to search

9:41 PM 9/2/2020

Checking Gradebook

Step 1: Log in to your account. From the dashboard, select the course you would like to view.



Step 2: Click on “Grades”.



Step 3: Review Grades.

CT_2020-2021_YEAR

Print Grades

Total: N/A

Show All Details

Assignments are weighted by group:

Group	Weight
Classwork/Participation	40%
Total	40%

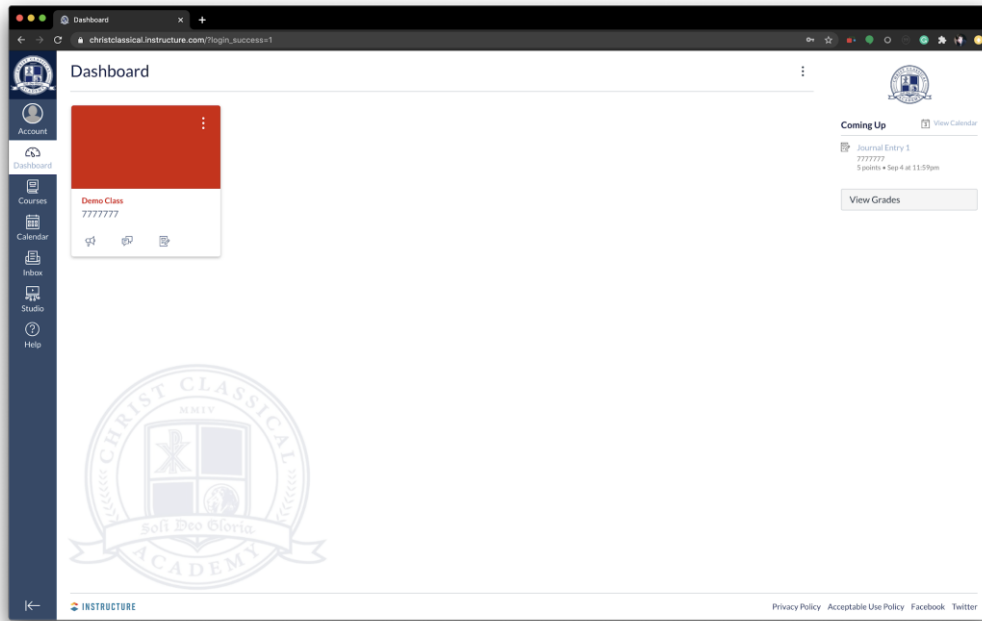
Calculate based only on graded assignments

Name	Due	Status	Score	Out of
Maps and Globe booklet	Sep 1 by 11:59pm	-	0	
Classwork/Participation			N/A	0.00 / 0.00
Total			N/A	

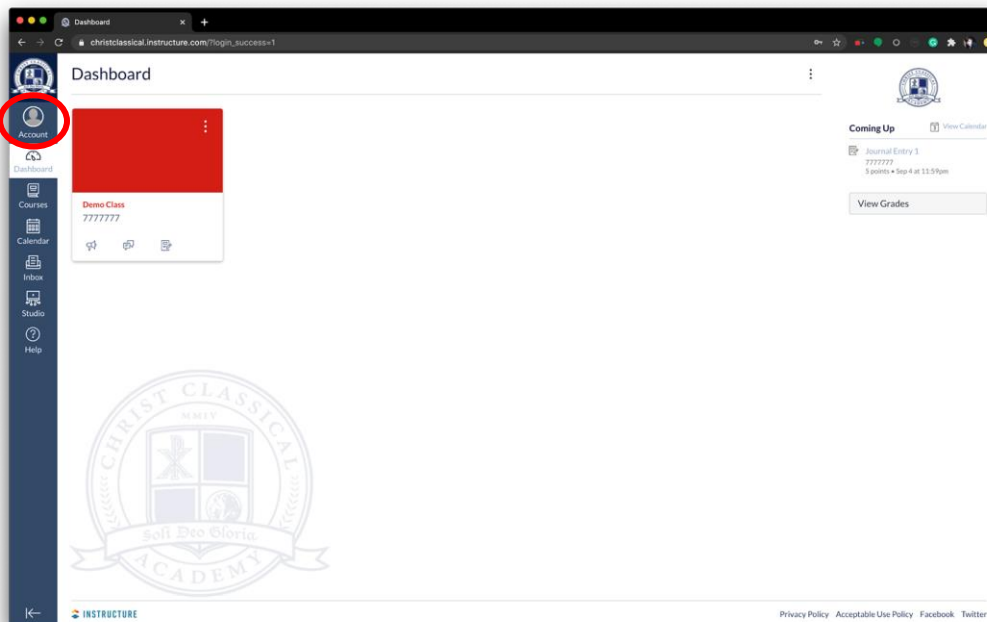
Stop Acting as User

Notification Settings

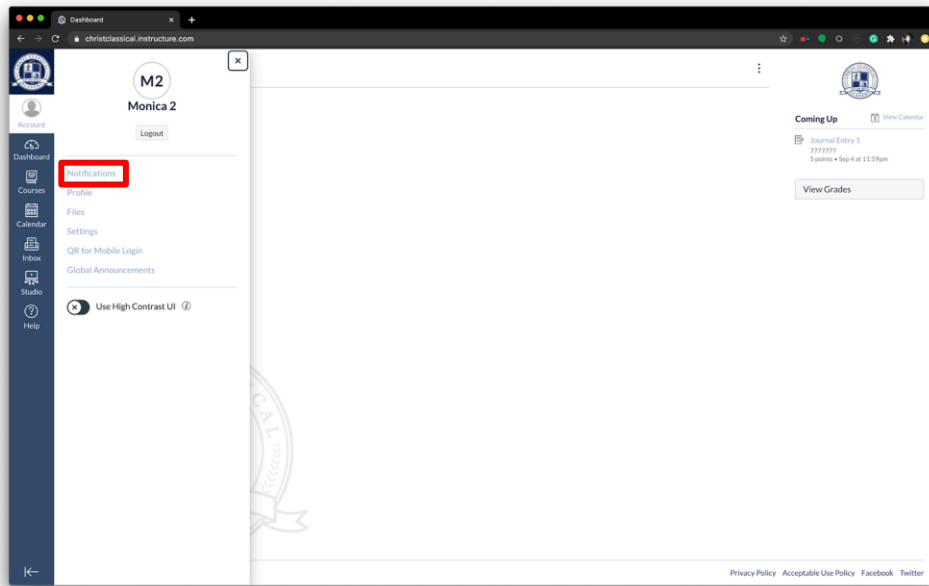
Step 1: Log in to your account.



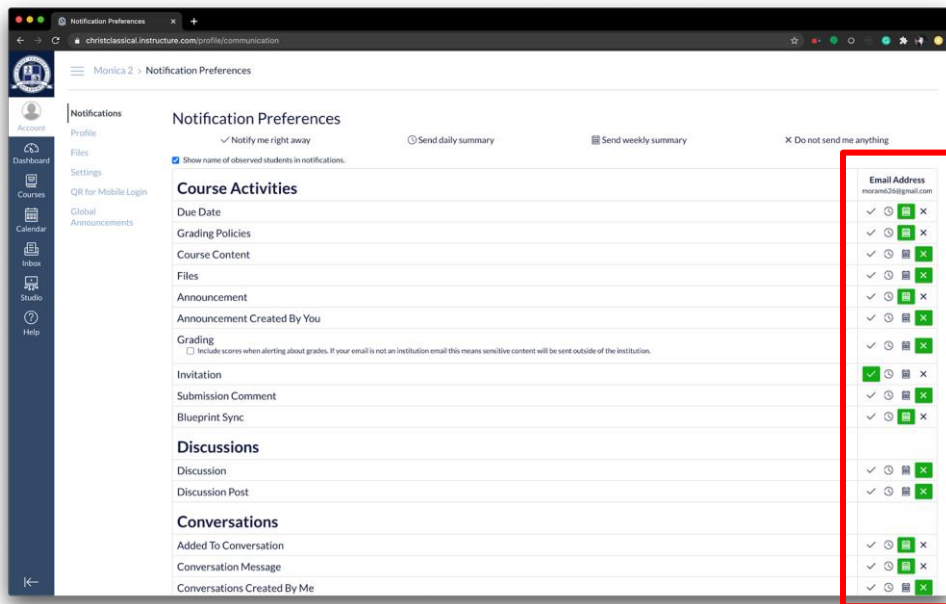
Step 2: Click on "Account."



Step 3: Click on “Notifications.”



Step 4: Adjust your settings by clicking on the preferred frequency.



Note: You may wish to adjust notifications for **BOTH** your parent observer account **AND** your student(s)' accounts.