



MEK REVIEW x CANVAS INSTRUCTURE

CANVAS IMPLEMENTATION **GENERAL PARENTS' MANUAL**





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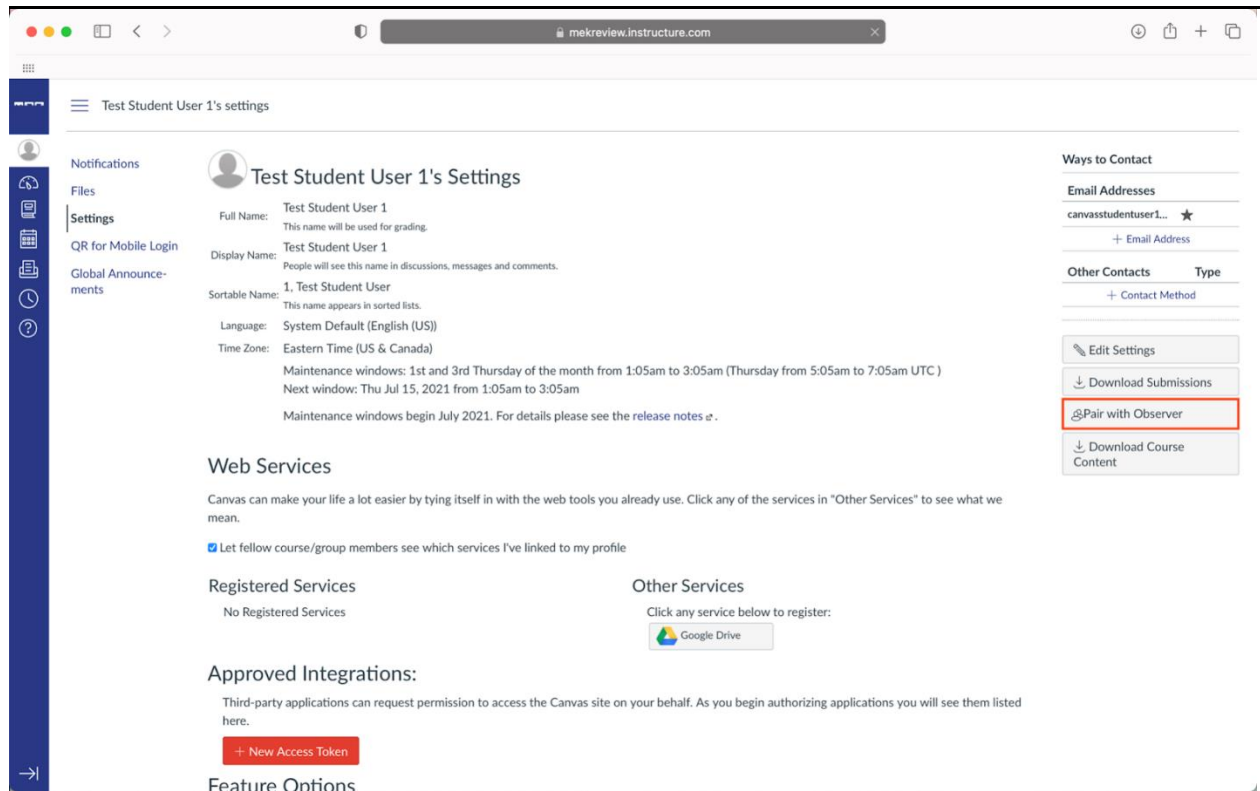
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SECTION 1 | Getting the Student Pairing Code



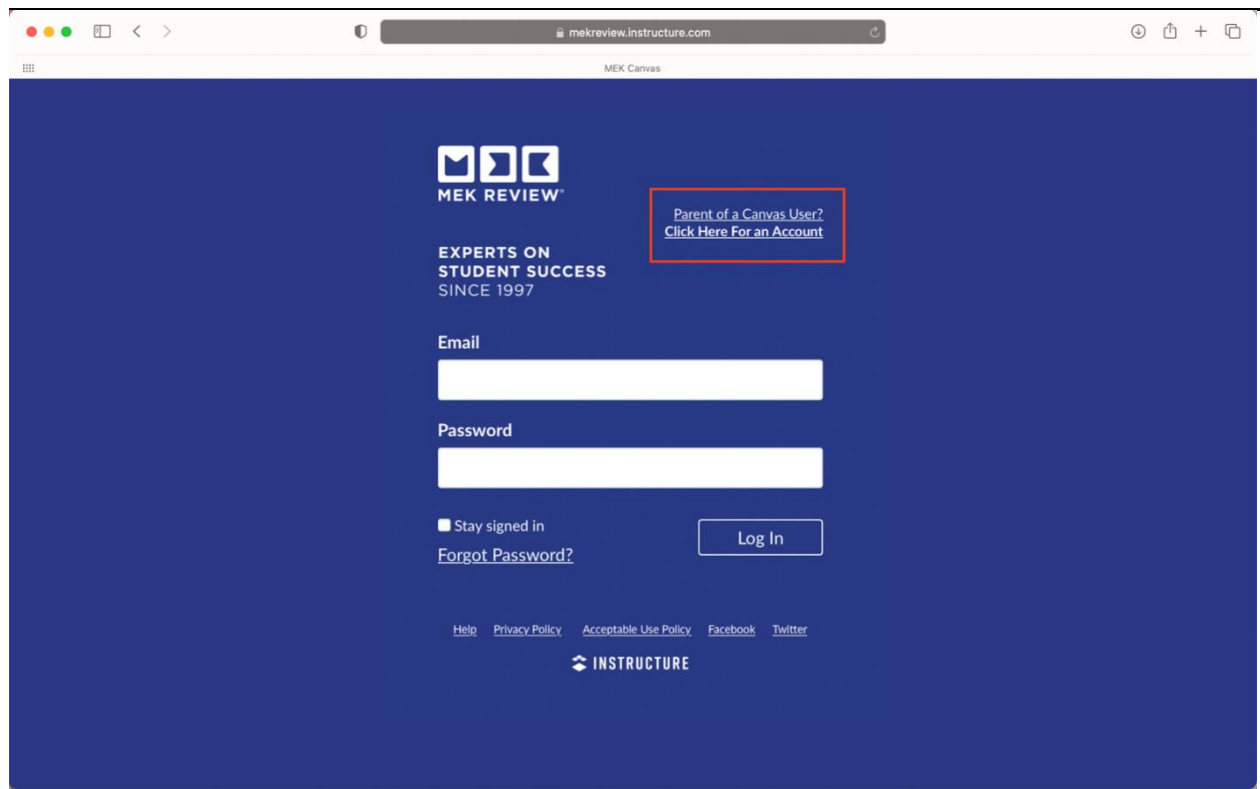
Students:

1. In Global Navigation, click **Account**.
2. Click **Settings**.
3. Click **“Pair with Observer.”**
4. Copy the six-digit alphanumeric pairing code and share with your parents.



SECTION 2 | Creating a Parent Account

Desktop Version



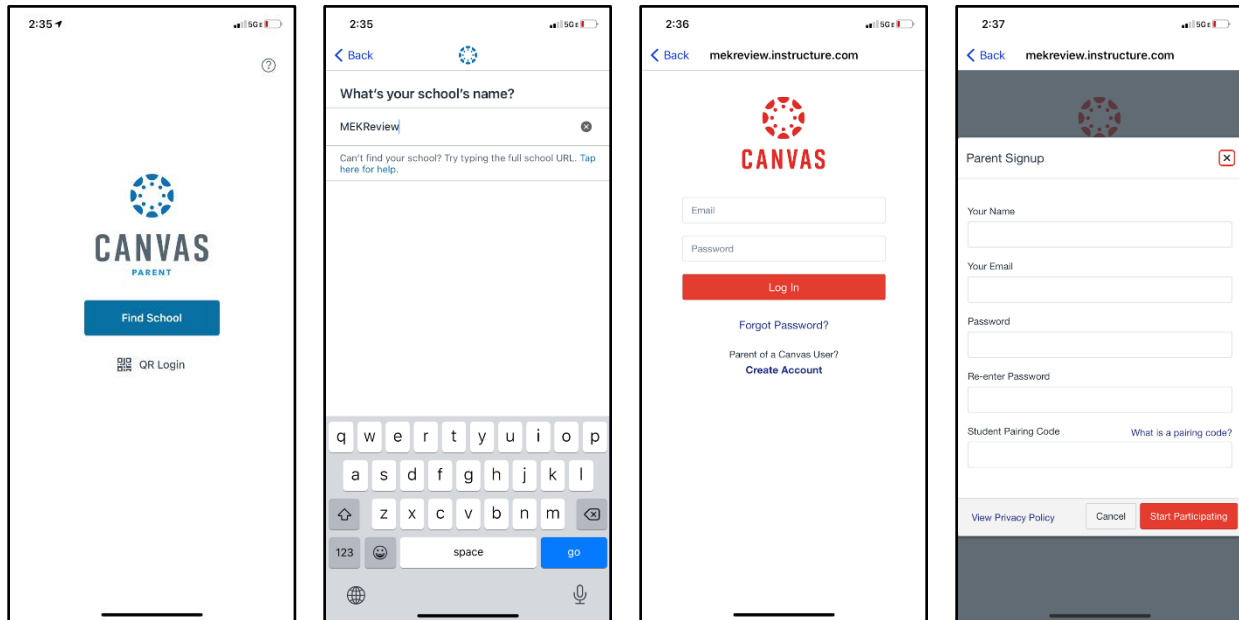
Parents:

1. Open the browser and go to <https://mekreview.instructure.com>.
2. On the login portal, click **“Parent of a Canvas User?”**
3. Enter your personal information and the student pairing code.
4. Click **“Start Participating.”**

You only need to go through this process once! Once you’ve created your account, all you need to do is log in each time to access it.



Mobile App Version

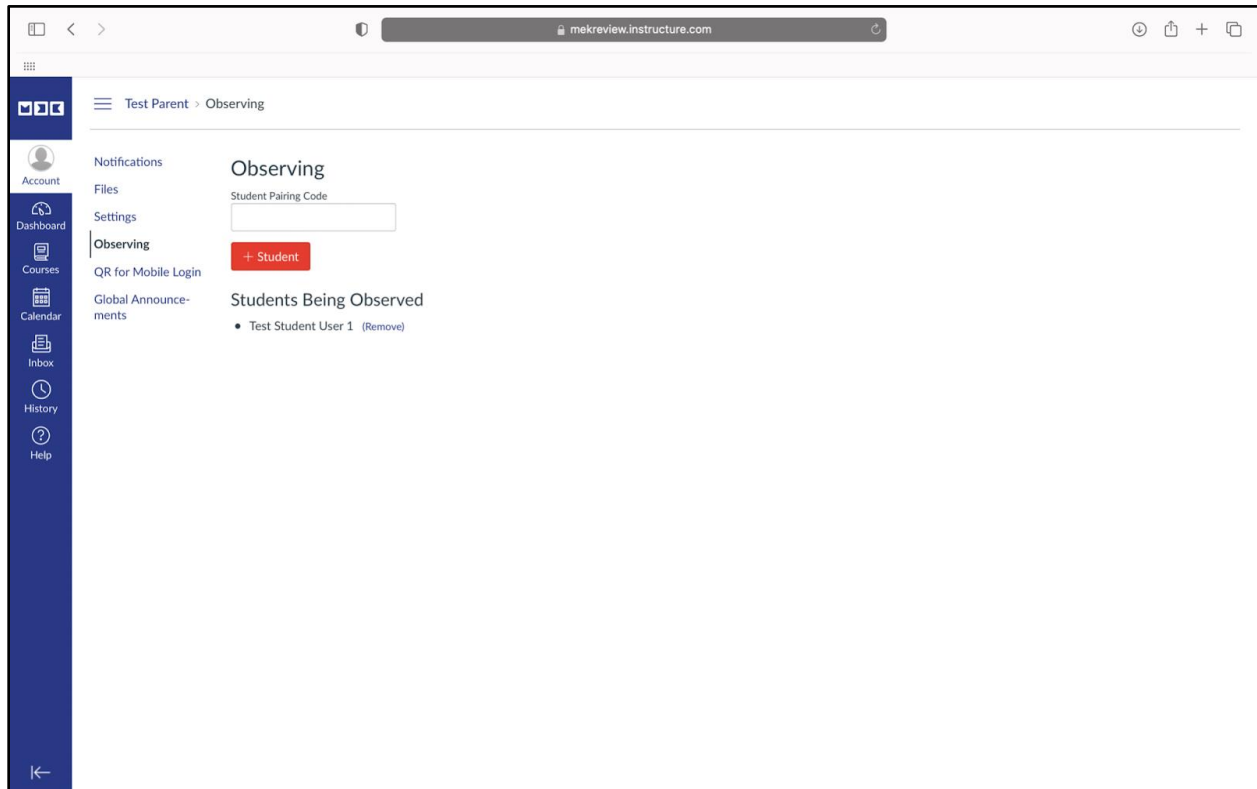


Parents:

1. Download the Canvas Parent mobile app.
2. Look up **“MEKReview.”**
3. On the login portal, click **“Parent of a Canvas User?”**
4. Enter your personal information and the student pairing code.
5. Click **“Start Participating.”**



Additional Pairings

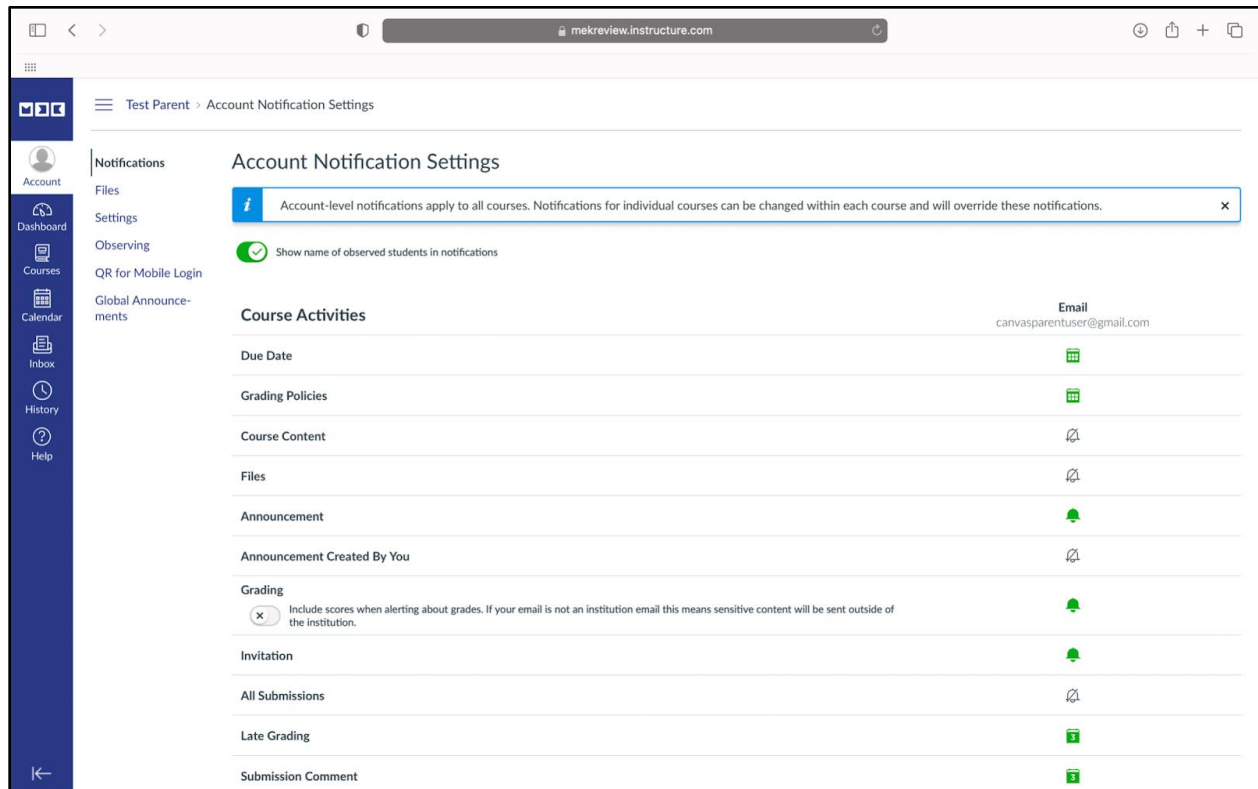


Parents:

1. Click **Account**.
2. Click **Observing**.
3. Enter the student pairing code.
4. Click “**+Student**.”



SECTION 3 | Configuring Notification Preferences

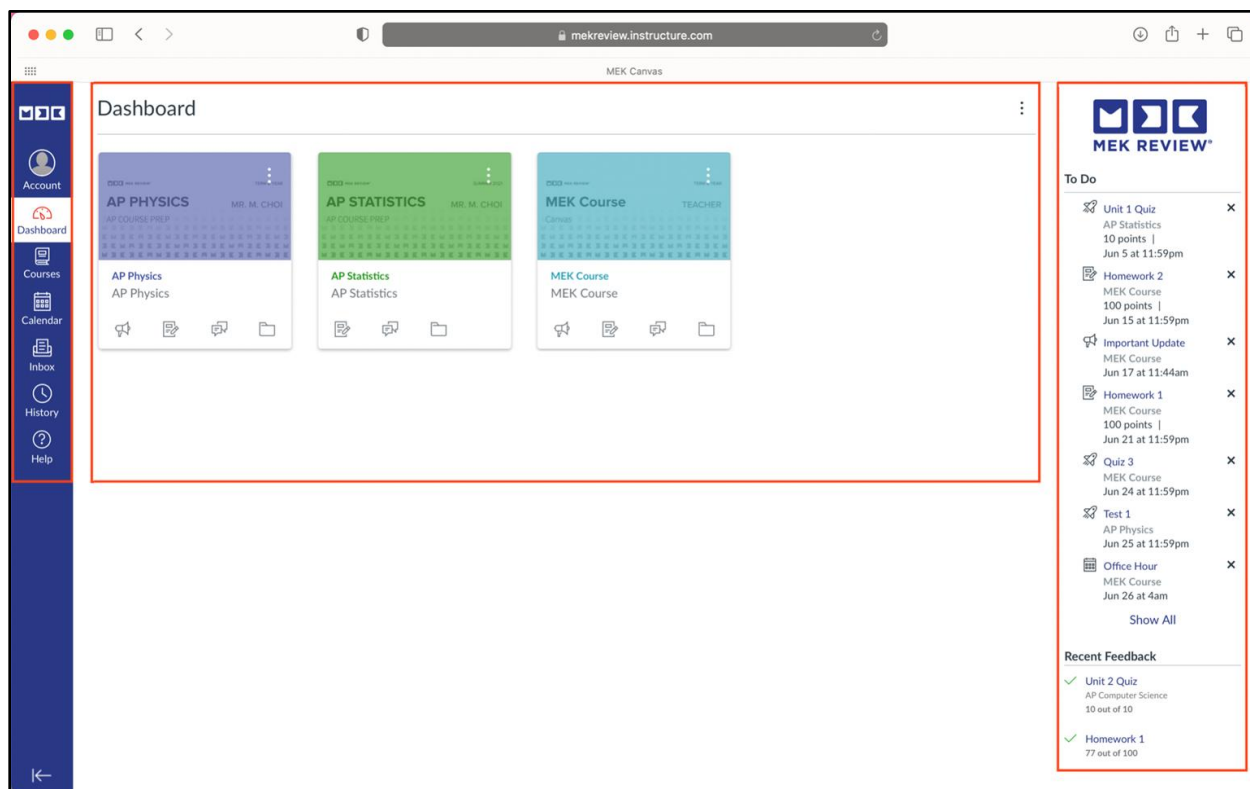


Canvas includes a set of default notification preferences you can receive for your courses. However, you can change the default settings by setting your own notification preferences.

1. Click **Account**.
2. Click **Notifications**.
3. Click the icon to choose how frequently you want to receive email notifications.



SECTION 4 | Navigating the Canvas Layout



Dashboard

When you log into Canvas, the first page you will see is the **Dashboard**. The Dashboard displays all the courses the student is enrolled in.

Global Navigation

On the left side of the Dashboard is the **Global Navigation**, which is a blue static menu that appears on every page of Canvas. It provides quick and direct access to the following main sections: Account, Dashboard, Courses, Calendar, Inbox, History, and Help.

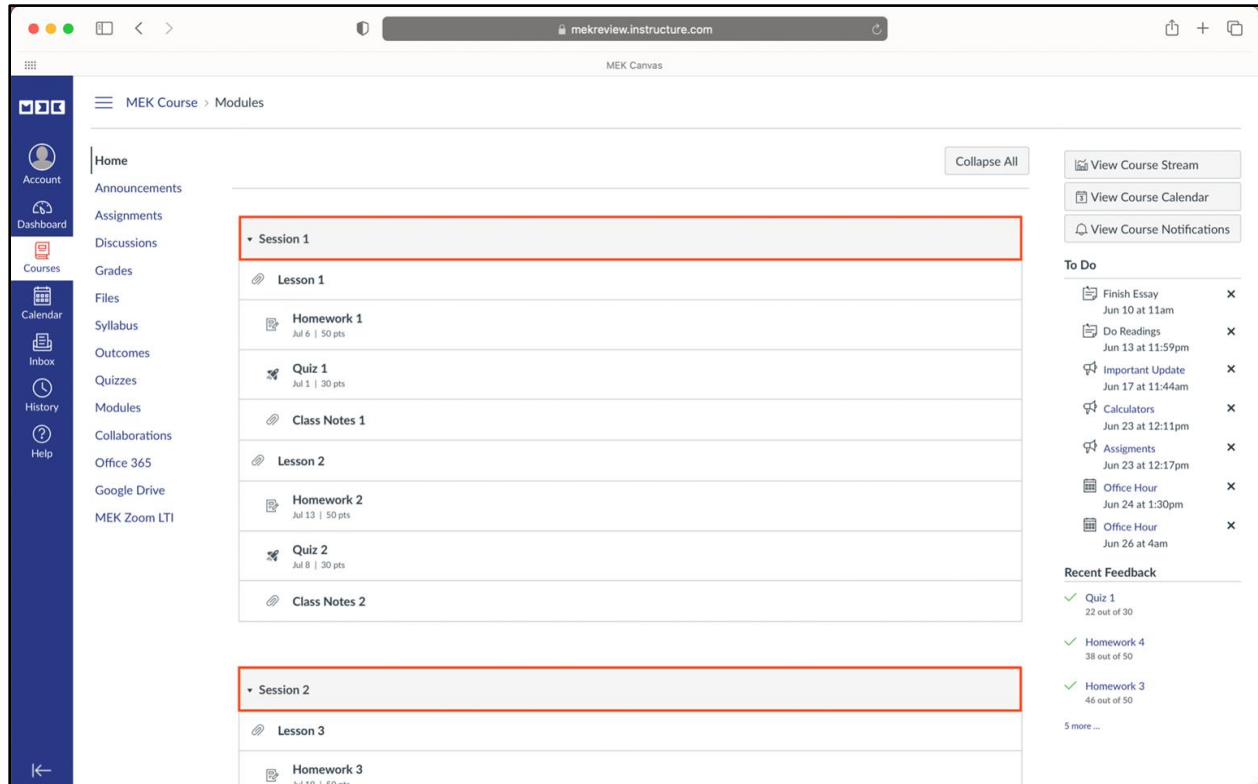
Sidebar

On the right side, there is the **Sidebar**, which contains a To Do list for all the classes and a Coming Up section to show upcoming assignments and events.



SECTION 5 | Accessing a Course

Modules



When you click on a course, you see the Modules homepage. This is the space where you can find course content that becomes available according to the coursework timeline.

The Modules are grouped by session or week, and under each group, you can find what the student will learn, as well as the assignments, quizzes, and materials associated with each module.



Gradebook

The screenshot shows the 'Grades for Adam Ash' page in the MEK Review x Canvas Instructure system. The interface includes a sidebar with navigation links (Home, Announcements, Assignments, Discussions, Grades, Files, Syllabus, Outcomes, Quizzes, Modules, Collaborations, Office 365, Google Drive, MEK Zoom LTI) and a main content area. The 'Grades' section is active, showing a table of assignments and quizzes. The 'Assignments' tab is selected, and the 'Grading Period' is set to 'All Grading Periods'. The 'Course' is 'MEK Course', and the 'Arrange By' is 'Due Date'. A 'Print Grades' button is visible. The table lists various assignments with their due dates, scores, and total points. A summary row at the bottom shows overall scores for Quizzes (88.33%) and Homework (82%).

Name	Due	Status	Score	Out of
Quiz 1	Jul 1 by 10pm		22	30
Homework 1	Jul 6 by 10pm		43	50
Quiz 2	Jul 8 by 10pm		29	30
Homework 2	Jul 13 by 10pm		37	50
Quiz 3	Jul 15 by 10pm		25	30
Homework 3	Jul 19 by 10pm		46	50
Quiz 4	Jul 22 by 10pm		30	30
Homework 4	Jul 30 by 10am		38	50
Quizzes			88.33%	106.00 / 120.00
Homework			82%	164.00 / 200.00

In **Grades**, you will be able to see what the student has done and what the student will be doing throughout their course. You can find their assignment, quiz, and attendance grades here.

For each graded assignment, you can view the name of the assignment, the assignment due date, the assignment status, the score they earned, and the total point value of the assignment. You may also be able to view whether the assignment includes scoring details, comments, or rubrics.



Learning Mastery

The screenshot shows the 'Grades for Adam Ash' page in the MEK Review x Canvas Instructure interface. The left sidebar contains navigation links: Home, Announcements, Assignments, Discussions, Grades (highlighted), Files, Syllabus, Outcomes, Quizzes, Modules, Collaborations, Office 365, Google Drive, and MEK Zoom LTI. The main content area is titled 'Grades for Adam Ash' and includes a 'Print Grades' button. Below the title, there are filters for 'Grading Period' (All Grading Periods), 'Course' (MEK Course), and 'Arrange By' (Due Date). A red box highlights the 'Learning Mastery' tab in the 'Assignments' section. The main content area displays two assignments: 'Homework 1' and 'Homework 2'. Each assignment shows a progress bar and a score. 'Homework 1' has a score of 5/5 (MASTERCED) and 'Homework 2' has a score of 3/5 (MASTERCED). The right sidebar shows a 'Total: 84.38%' and a 'Show Saved "What-If" Scores' button. Below this, it states 'Course assignments are not weighted.' and a checkbox for 'Calculate based only on graded assignments' is checked. A note explains that users can view grades based on What-If scores to see how grades will be affected by upcoming or resubmitted assignments.

Switching to the **Learning Mastery**, you will find how much the student have mastered the course-specific outcomes. Since each assignment is associated with an outcome or a group of outcomes, each time the student completes a task, this learning mastery will update according to their progress.

To view Learning Mastery grades:

1. Click **Grades** in the Course Navigation.
2. Click **Learning Mastery** to switch to the Learning Mastery Gradebook View.

