

# High School Technology Instructions for eLearning

## **CANVAS: OUR LEARNING MANAGEMENT SYSTEM**

### **Location:**

- Go to the PHM Homepage ([phmschools.org](http://phmschools.org))
- Hover over Canvas at the top, then choose "For Students & Teachers"

### **Parent Canvas: Username/Password:**

- The Canvas parent access Login is your **Skyward Family Access username and the Canvas password that the parent made (Canvas password may be different than Skyward password)**. As a Parent you have view-only rights. Password help is available through email at [FamilyAccess@phm.k12.in.us](mailto:FamilyAccess@phm.k12.in.us)

### **Student Canvas: Username/Password:**

- Students log in to Canvas through their PHM Google account. They go to the PHM homepage, choose "For students & teachers" from the Canvas dropdown, then type their PHM email ([jdoe456@phm.k12.in.us](mailto:jdoe456@phm.k12.in.us)) as their username, and then their PHM Google password (ID+phm). If your student needs help logging in to their Google account, they can email [FamilyAccess@phm.k12.in.us](mailto:FamilyAccess@phm.k12.in.us)
- **Parent Canvas Navigation:**  
Once you are in Canvas, you can either click on your students' class on the dashboard or click on "Courses" to the left of the page and choose a class from there. You can check **Announcements** and the **Calendar** for each class.
- If you have multiple students', click the dropdown at the top right of the page and choose which students' classes you want to view.

### **Scores:**

- Grades for assignments given through Canvas are posted on Canvas and may be posted in Skyward, depending on the method your child's teacher uses for grading. Parents should be receiving Canvas assignment grade notifications. If you are not receiving these, please email [FamilyAccess@phm.k12.in.us](mailto:FamilyAccess@phm.k12.in.us) All Progress Report and Report Card grades will show up on Skyward Family Access. Email [FamilyAccess@phm.k12.in.us](mailto:FamilyAccess@phm.k12.in.us) if you cannot view your students' report card in Skyward.

### **Help:**

- See "[Canvas Help](#)" and "[eLearning](#)" on the *phmschools.org* Parent Tab under "Parents' Guide to Technology" for more details and instruction.

### **If you need to log in to Clever, here are directions:**

- Go to the PHM Homepage ([phmschools.org](http://phmschools.org)) and choose Clever from the top of the page.
- Type in students' username (ID+initials) and password (ID+phm)
- Click "Log in". From this page, your student should be able to log in to almost any program without needing to use another username and password. If a program asks for a username/password, the child's teacher needs to be contacted.
- If your student doesn't know their ID #, you can find it on your Skyward profile- click on "Student profile" from your homepage and the Student Number next to their photo is their ID #
- **Parents do not have a Clever account**

## **SKYWARD FAMILY ACCESS**

### **Family Access:**

Family Access is our online grade book. Parents and students have separate login and password information to access this program. We strongly advise parents and students to check Family Access often to monitor academic performance. If you ever have trouble accessing, please email [FamilyAccess@phm.k12.in.us](mailto:FamilyAccess@phm.k12.in.us) for password help. On the Parent tab of *phmschools.org* under "Programs & Resources," you will also find Skyward help.