



# High School of Hospitality Management

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Dear Parent/Guardian/Caretaker:

The High School of Hospitality Management has partnered with CANVAS Learning Management System to support students via online learning.

If you would like to view: assignment dues dates, announcements, and other course content via Canvas, please follow the steps outlined below to sign up as an **Observer** to view your student's account.

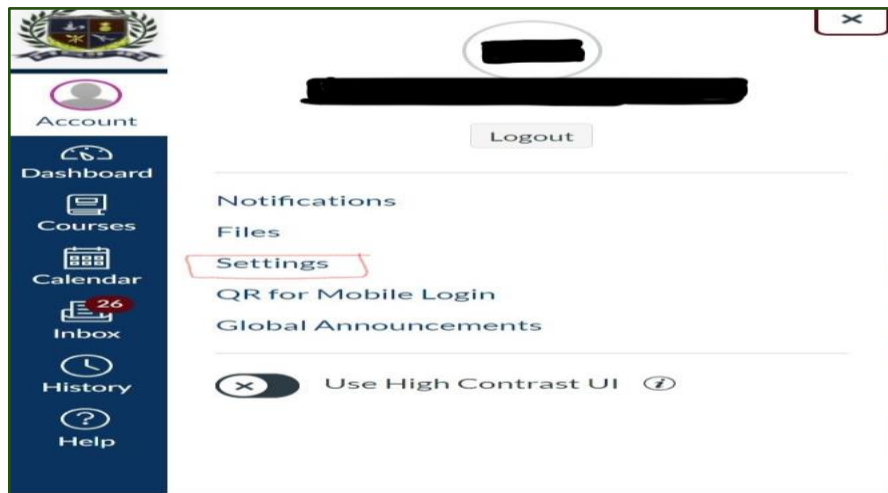
## Step 1 – Parent/Guardian/Caretaker needs to:

- Go to: <https://hshmny.instructure.com/login/canvas>
- Click 'Parent of a Canvas User for an Account'

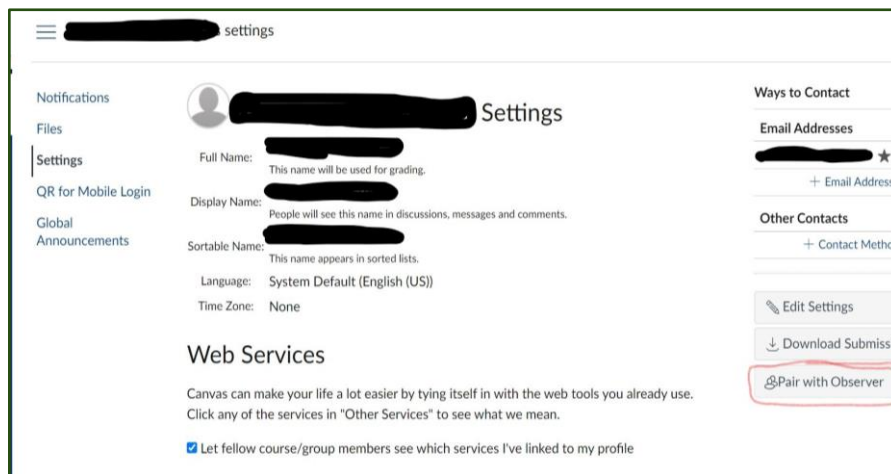
- Then, enter your name and email address. Create a password.

## Step 2 – Student needs to:

- Sign into their CANVAS, go to Account tab, Select Settings



- Select Pair with Observer



- Share the pairing code with parent/guardian/caretaker



**Note:** Pairing Codes are case sensitive

Enter the pairing code provided to you by your child and Click Start Participating. You will be able to view your child's courses.

If you have any questions or concerns, please contact me at [Kdrouillard@hshm.info](mailto:Kdrouillard@hshm.info).

Respectfully,

Katia Drouillard  
Assistant Principal