

Faculty have the ability to upload the assignments, projects, portfolios, quizzes, etc. as assessment artifacts that were indicated in the approved BGP proposal as a measure of each of the Learning Outcomes (LOs). This way each professor who teaches a section of the course will have access to the materials in order to provide consistency across sections. **All assignments, portfolios, quizzes, and rubrics need to have the same name in every section of the BGP course** to allow data to be collected easily on the Learning Outcomes outlined in the BGP proposal.

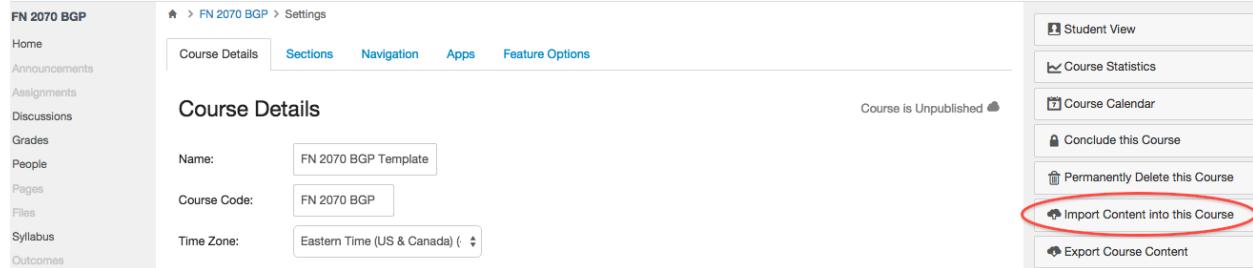
The following guide will assist you in copying/importing BGP Template content into individual course sections.

Special Note:

If a student does not turn in the final assignment, portfolio, etc, they are not to be assigned a data point using the Canvas rubric. For example, if you have 35 students in a class and only 32 students complete the assignment, there should only be 32 pieces of data for each learning outcome.

Importing BGP Template Content into Canvas Shells for Each Course Section:

1. Log into Canvas and find your individual section of the BGP Course and choose "Settings" from the menu on the left.
2. Once in "Settings," click on "Import Content into the Course."



FN 2070 BGP > FN 2070 BGP > Settings

Course Details

Name: FN 2070 BGP Template

Course Code: FN 2070 BGP

Time Zone: Eastern Time (US & Canada) (-)

Course is Unpublished

Student View

Course Statistics

Course Calendar

Conclude this Course

Permanently Delete this Course

Import Content into this Course

Export Course Content

3. The following screen will appear and you will click on the drop box for content type and select "Copy a Canvas Course."

FN 4250 101W > FN 4250 101W

Summer Semester 2015

Home
Announcements
Assignments
Discussions
Grades
People
Pages
Files
Syllabus
Outcomes
Quizzes

Import Content

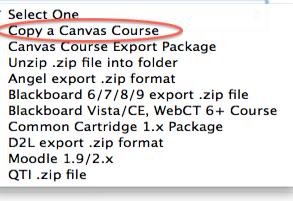
Content Type

✓ Select One

- Copy a Canvas Course
- Canvas Course Export Package
- Unzip .zip file into folder
- Angel export .zip format
- Blackboard 6/7/8/9 export .zip file
- Blackboard Vista/CE, WebCT 6+ Course
- Common Cartridge 1.x Package
- D2L export .zip format
- Moodle 1.9/2.x
- QTI .zip file

Current Jobs

No jobs have been queued



4. Staying on the same screen, you will “Search for a Course.” Just type in the BGP Template you are looking for, such as FN 2070 for this example. Choose “All content” in order to import everything in the BGP Template shell for BGP Assessment, and then click on “Import.”

Import Content

Content Type

Copy a Canvas Course

Search for a course

FN 2070 BGP Template

Include completed courses

Content

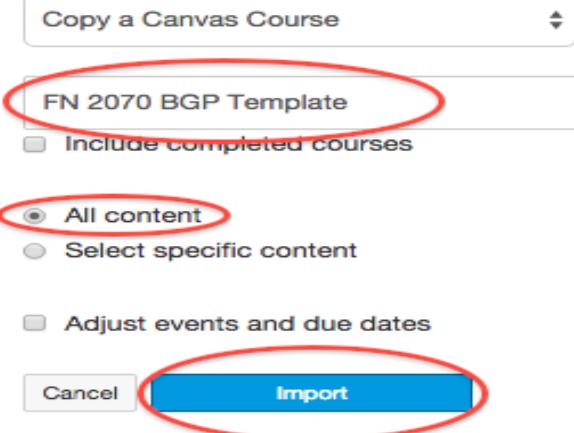
All content

Select specific content

Options

Adjust events and due dates

Cancel Import



5. When the import is complete, the screen will indicate this and you will be able to find all the BGP Template documents, rubrics, texts/quizzes, etc. within your individual section of the BGP Course.