Learning Site®
CANVAS TCC INTEGRATION GUIDE

IMS GLOBAL STANDARDS FIRST
PLEDGE SIGNATORY

IMS GLOBAL TrustEd Apps™ CERTIFIED 2020

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Current Registrations:
imscert.org
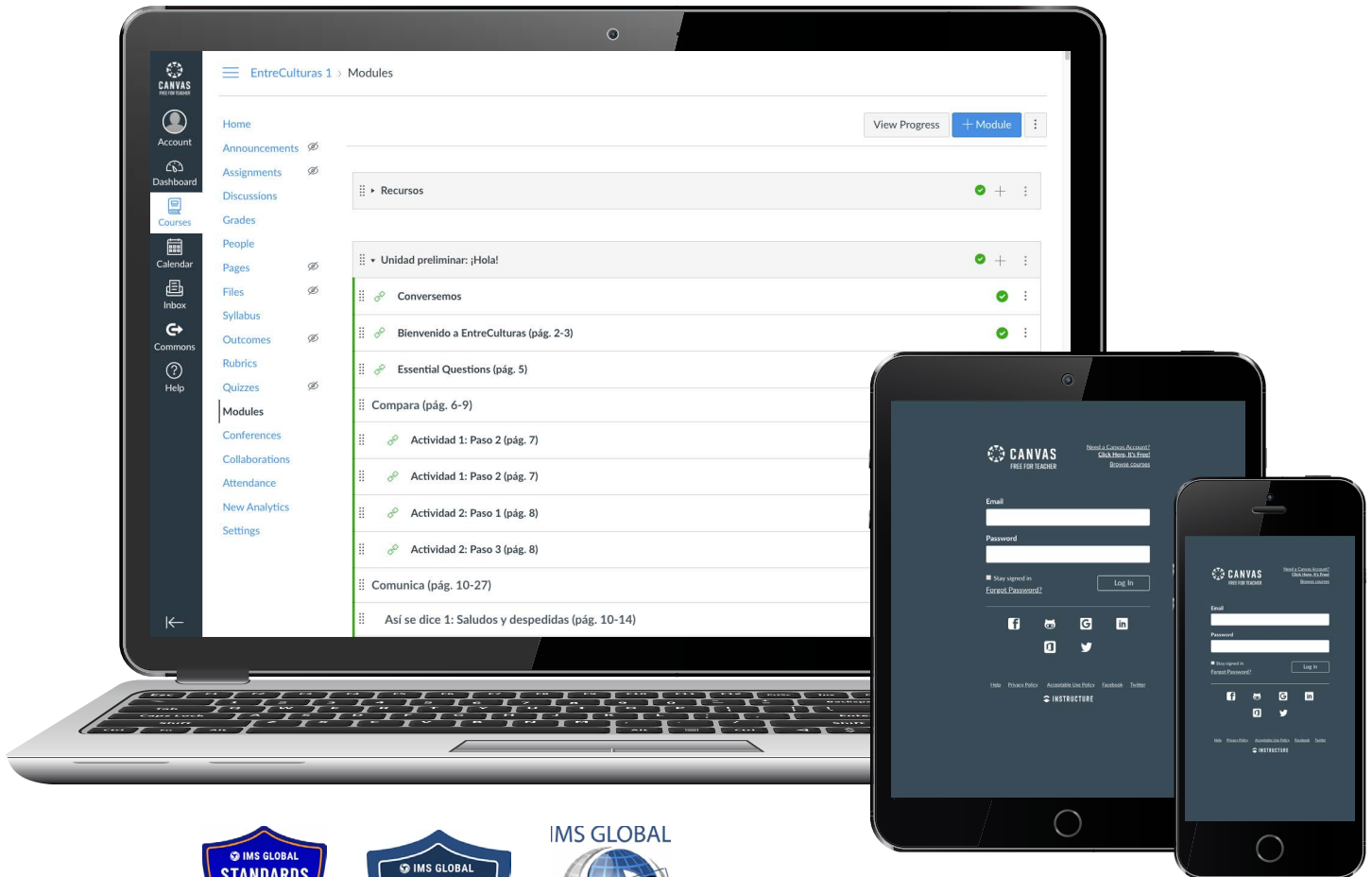
CANVAS

Disclaimer: Wayside Publishing® assists customers with setting up integrations between a district's School Information System (SIS) or Learning Management System (LMS) and the Wayside Publishing® Learning Site®. If you have questions about how to use your district's SIS/LMS, please reach out to your district's educational technology support representatives.

Accessibility: We are committed to making Learning Site® usable by all people, including those with disabilities, by meeting or exceeding the requirements of the Web Content Accessibility Guidelines 2.1 Level A/AA (WCAG 2.1 A/AA). To learn more, please see our Accessibility Statement located on Learning Site®.

v.3

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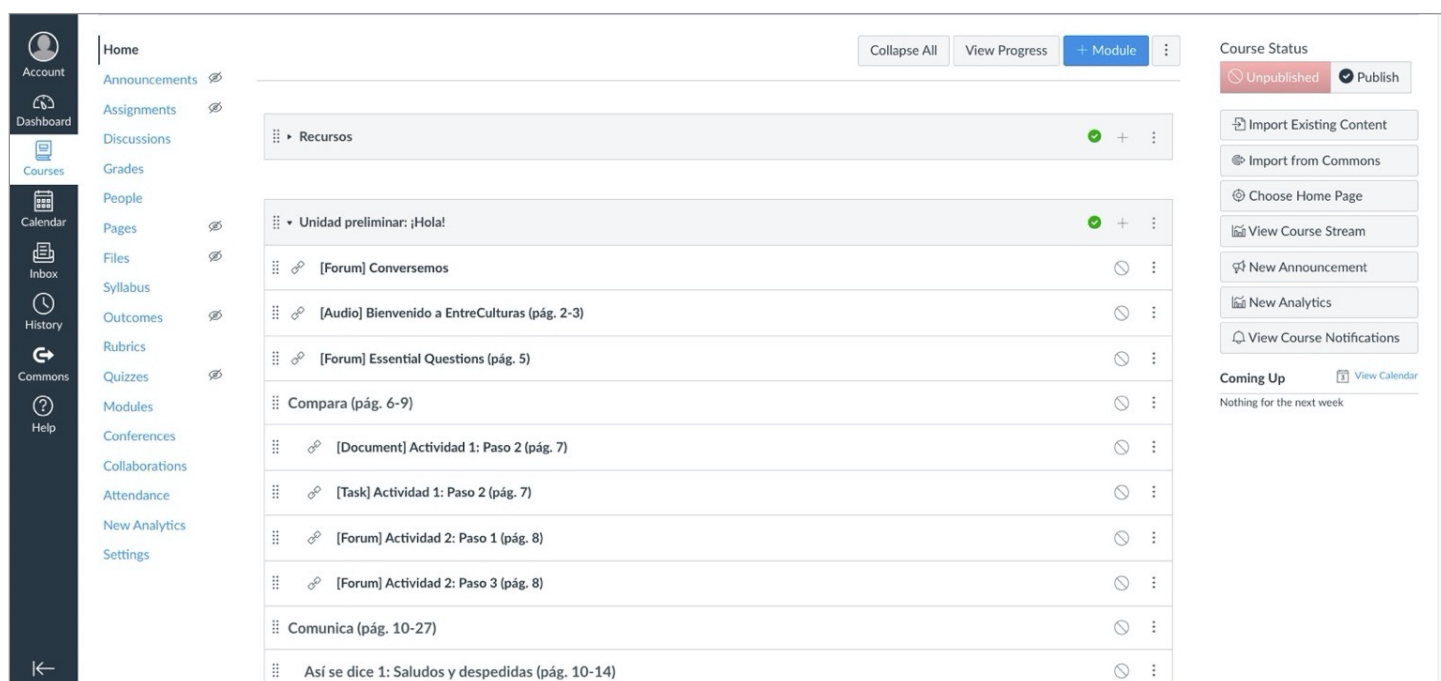Tel/Fax: (888) 302-2519

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What's Inside?

Overview

The Wayside Publishing® Learning Site®, our Learning Management System, is the central hub for teachers and students that bridges content, pedagogy, technology, and training to create a comprehensive digital environment that ensures students and teachers are on the path to proficiency and engaging with equitable and innovative pedagogical resources.

Wayside Publishing® is proud to offer an IMS Global certified Thin Common Cartridge (TCC) integration with Canvas by Instructure. With this integration, users access and engage with the Learning Site® digital content within a Canvas instructional course.

When you are ready to get started with the integration, the Wayside Publishing® Integrations Team will provide you with a Consumer Key, Shared Secret, and IMSCC file(s) that will allow you to import Learning Site® content and resources via a TCC directly into a Canvas course. Learning Site® users will need to be provisioned with Learning Site® accounts before they can use the Wayside Publishing® Canvas TCC integration.

NOTE: The Wayside Publishing® Learning Site® TCC Integration is only available to rostered customers. For more information on our rostering options, please visit waysidepublishing.com/digital-solutions/rostering.

Installation Options

The Wayside Publishing® Learning Site® Canvas TCC integration allows multiple installation options to best fit your district's needs. Since the imported Learning Site® content contained in the IMSCC file can be copied to multiple instructional courses that use the same textbook title or reused, the IMSCC file can be added as a shared resource in a shared non-instructional Canvas course or as an individual resource in an individual Canvas course. Please read below to learn more about each installation option.

NOTE: The IMSCC file cannot be added to the Canvas Commons.

Shared Resource in a Shared Non-Instructional Course

If multiple teachers will be using the same textbook title, the IMSCC file can be added to a Canvas non-instructional course (i.e. a "sandbox" course) from which teachers can copy modules and content into their individual Canvas instructional courses. If this is your preferred installation option, please note that an external tool provider will need to be configured with your district's Consumer Key and Shared Secret in each individual course that will be using the Wayside Publishing® Learning Site® Canvas TCC integration, including any "sandbox" course(s).

Individual Resource in an Individual Course

If one teacher will be using a textbook title, the IMSCC file can be added to that teacher's individual Canvas instructional course(s) or to a non-instructional course (i.e. a "sandbox" course). If added to a non-instructional course, a teacher can copy modules and content into other Canvas instructional courses that will be using the same textbook title.

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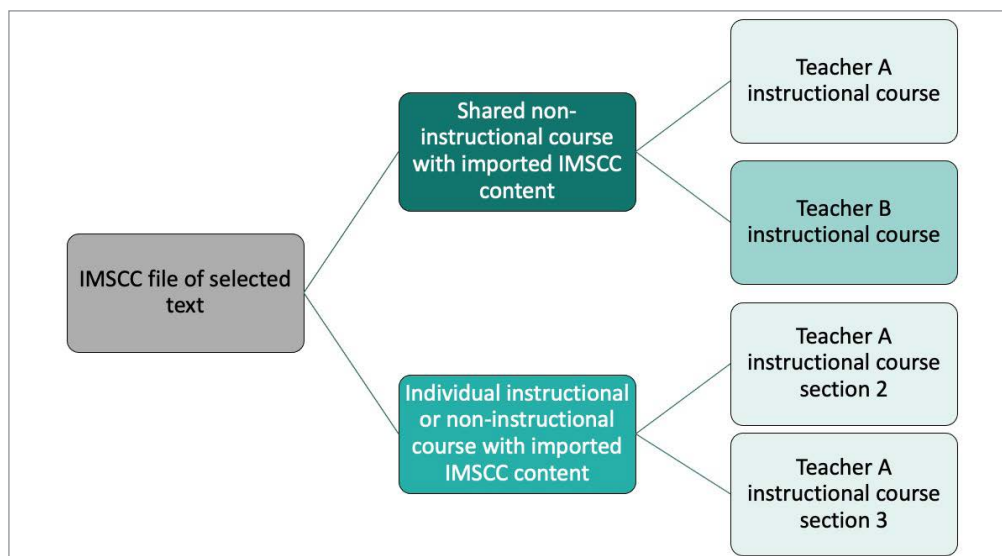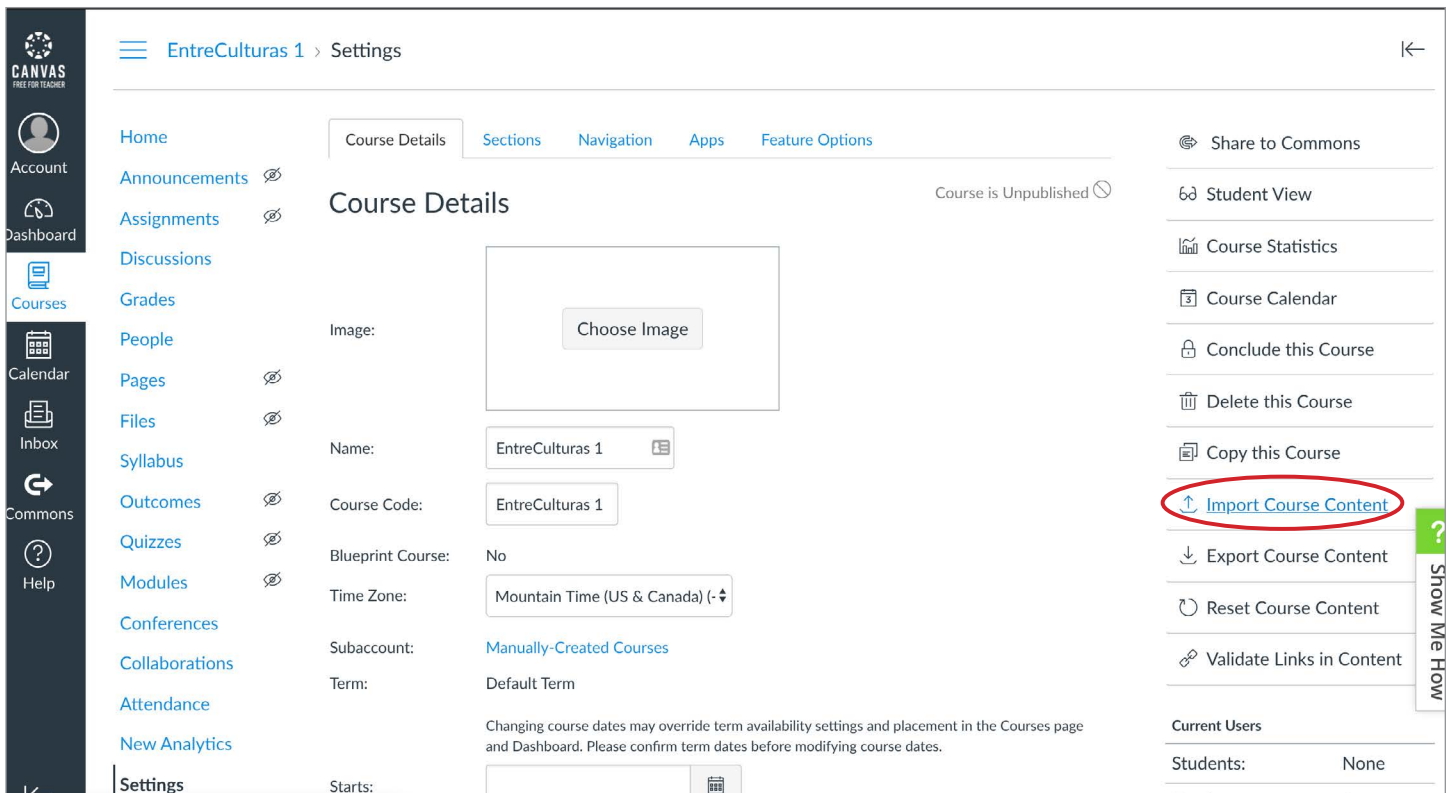
Installation Directions: Importing the IMSCC File(s)

The Wayside Publishing® Learning Site® Canvas TCC integration requires you to import the IMSCC file for each text title and configure the external tool for each instructional course by adding your district's Consumer Key and Shared Secret provided by Wayside Publishing®. Please follow the directions below to import the IMSCC file(s) containing Learning Site® content into Canvas.

1. Contact the Wayside Publishing® Integrations Team at rostering@waysidepublishing.com to receive each textbook title's IMSCC file and your district's Consumer Key and Shared Secret.
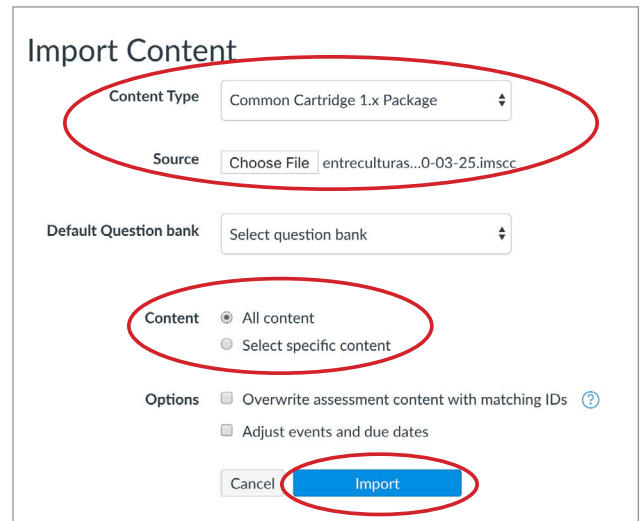
> ⚡ **TIP:** Download the IMSCC file(s) to your device before continuing with the installation process.

2. In your Canvas account, select the course you would like to integrate with the Wayside Publishing® Learning Site®.

3. Navigate to the course Settings page.

4. Select **Import Course Content** from the right-hand menu in the course Settings page.

5. In the Import Content window, select to import a **Common Cartridge**, add the IMSCC file provided by Wayside Publishing® as the source, and choose to import **All content**.

Import Content

Content Type	Common Cartridge 1.x Package ⬍
Source	Choose File entreculturas...0-03-25.imscc
Default Question bank	Select question bank ⬍
Content	⦿ All content
	○ Select specific content
Options	☐ Overwrite assessment content with matching IDs ?
	☐ Adjust events and due dates
	Cancel Import

6. When ready, select **Import**. You will see the status of the import under "Current Jobs".

Current Jobs

Common Cartridge	...ras-i-2020-03-25.imscc	Mar 25 at 12:19pm	Running	

7. Once the job finishes and the import is complete, you will see a notification indicating one reported issue. The issue reported is related to security settings and the Wayside Publishing® external app configuration. To resolve the issue, navigate to the course Settings page by selecting **Settings** in the left-hand menu. Then, follow the directions in the Installation Directions: Configuring the External Tool Provider section of this guide to complete the installation process.

Current jobs

Common Cartridge	...ition-2021-12-10.imscc	Mar 25 at 12:19pm	Completed	1 issues
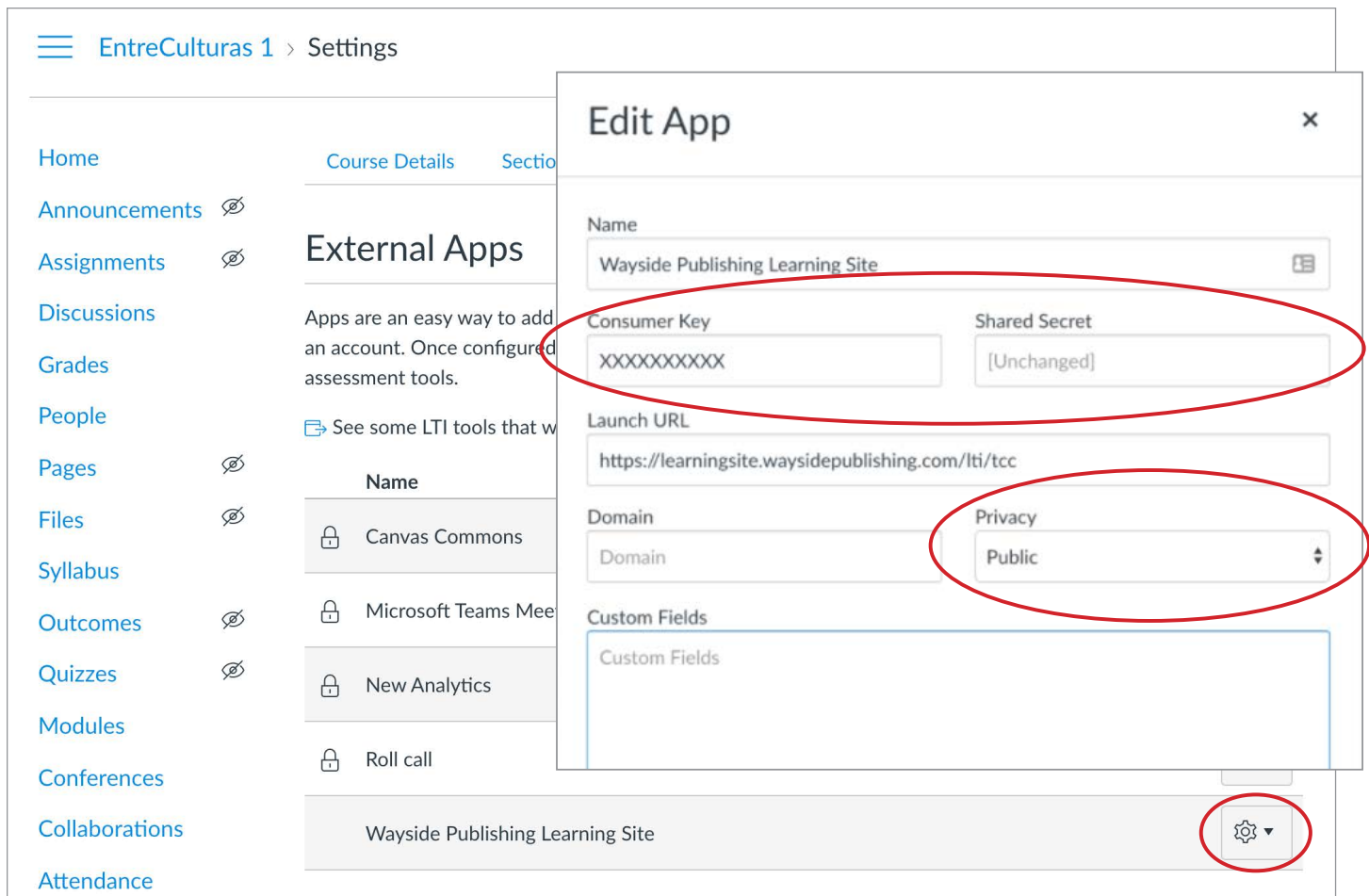
Content import files cannot be downloaded after 500 days.

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Installation Directions: Configuring the External Tool Provider

As a final step, you will need to configure a new external tool provider using your district's Consumer Key and Shared Secret provided by Wayside Publishing®. The external tool must be added to each course that will be using the Wayside Publishing® Learning Site® Canvas TCC integration.

NOTE: The external tool can be added to individual courses by individual teachers or added at the system level by a Canvas administrator.

1. On the course Settings page, navigate to the Apps tab and select **View App Configurations** to access your list of external apps. Select the **gear icon** next to Wayside Publishing® Learning Site® and select **Edit**.

2. In the Edit App menu, copy and paste the Consumer Key and Shared Secret for your district, and make sure the Privacy setting is **Public**.

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Viewing Learning Site® Content

Once you have imported Learning Site® content contained in the IMSCC file into your course and have configured the external tool provider, you are ready to begin using the Wayside Publishing® Learning Site® Canvas TCC integration!

1. Navigate to the Home or Modules page of your course to access and view the imported Learning Site® content.
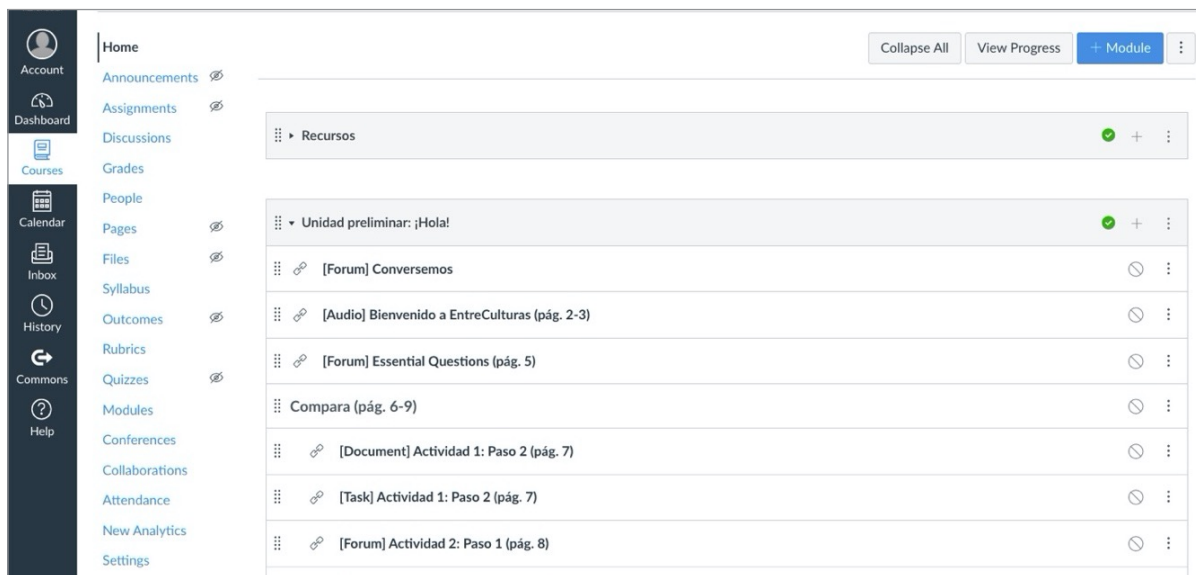
2. Select a content link to view a resource or content. By default, only the module titles will be published after import. Content links will need to be published for student view.
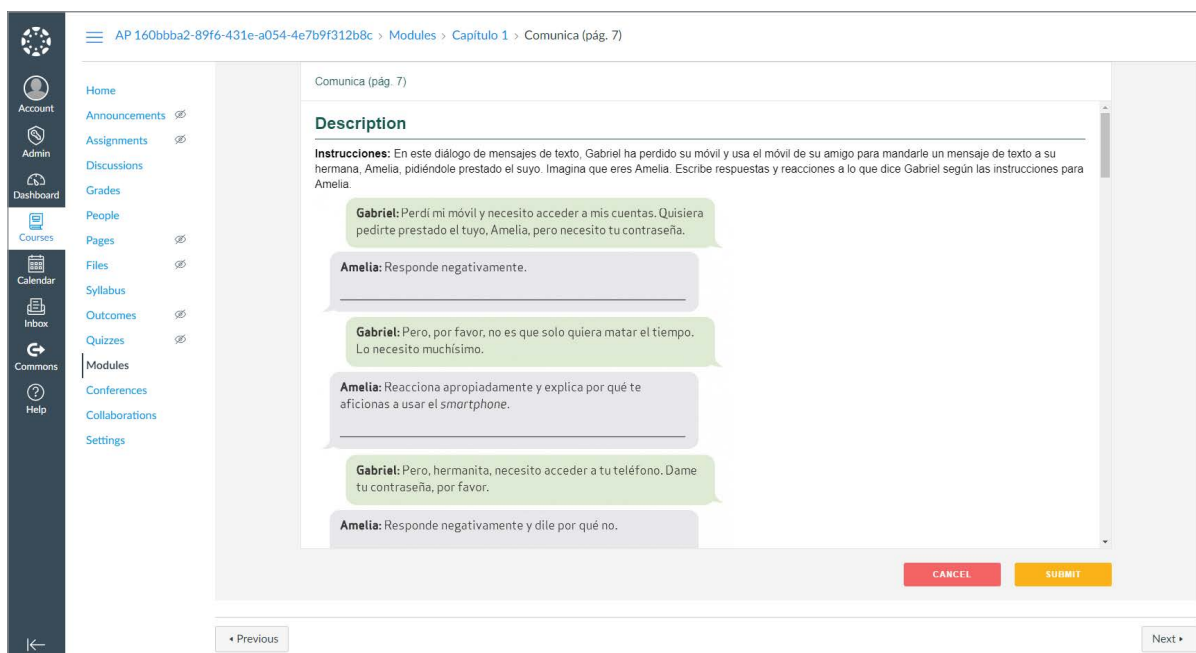
Instructional Use

The following information will help you begin using the Wayside Publishing® Canvas TCC integration and Learning Site® digital content with your Canvas instructional courses. With this integration, users access and engage with the Learning Site® digital content within a Canvas instructional course.

> **TIP:** Imported module content links can be moved to another module, copied, renamed, and reused.

Module Access

It is important that teachers and students have access to the following imported modules from each IMSCC file in each of your Canvas instructional courses:

- **FlexText®** – This module provides access to the digital version of your Wayside text. Teachers have access to the student edition and teacher edition. Students have access to the student edition only.

- **Grades** – This module provides access to task submissions and scores through the Learning Site® Grades tab. Teachers have access to view and provide feedback on all rostered student task submissions using the Learning Site® grading and feedback tools. Students have access to their task submissions, scores, and feedback. Students can also use this link to add evidence directly to their portfolio.

- **Portfolio** – This module provides access to the integrated portfolio. Teachers have access to all rostered student portfolios. Students have access to their individual current portfolio and any previous course portfolios they may have (if applicable).

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The following modules can be included in your Canvas instructional course or kept in a non-instructional course (i.e. a "sandbox" course) based on preference:

- **Classroom Forum** – This link provides access to the Learning Site® Classroom Forum. The Classroom Forum allows for interpersonal communication, sharing resources, community-building, class communication, and more.

- **Unit modules** – Each unit module contains links to unit content. For more information on assigning and reviewing activities, please see the Integration Video Tutorial section of this guide.

- **Resources** – This module contains teacher resources to support your instruction and student learning.

- **Instructional Strategies Toolkit** – This module is a teacher-only resource. The Toolkit contains a variety of instructional approaches that can be filtered by mode, skill, proficiency level, activity type, learning style and more. Whether you are a new teacher or want to find new strategies, the toolkit provides built-in world language methodology and pedagogy training at any time.

> **TIP:** Keeping unused Learning Site® content in a "sandbox" course before use in an instructional course will reduce loading times.

Activity Type Overview

Learning Site® offers many different instructional resources and activity types. The following information provides an overview of how to access and use various activity and resource types with the Wayside Publishing® Learning Site® Canvas TCC integration.

ACTIVITY TYPE	LMS	ACTIONS
Task	Canvas	• Eligible for grade passback • Can be accessed/assigned and submitted using content link • Reviewed using Grades module link
Forum	Canvas	• Accessed/assigned and submitted using content link • Reviewed using content link and/or Canvas functionality
Document	Canvas	• Can be printed or downloaded • Fillable sections if used digitally • Can be accessed/assigned, submitted, and reviewed digitally using Canvas functionality • Can be accessed/assigned, submitted, and reviewed digitally as a Task activity (see Task Activity Type Actions)
Audio	Canvas	• Can be downloaded • Accessed/assigned from content link
Video	Canvas	• Can be downloaded • Accessed/assigned from content link
Flashcards	Canvas	• Interactive • "Mark as Learned" feature • Accessed/assigned from content link
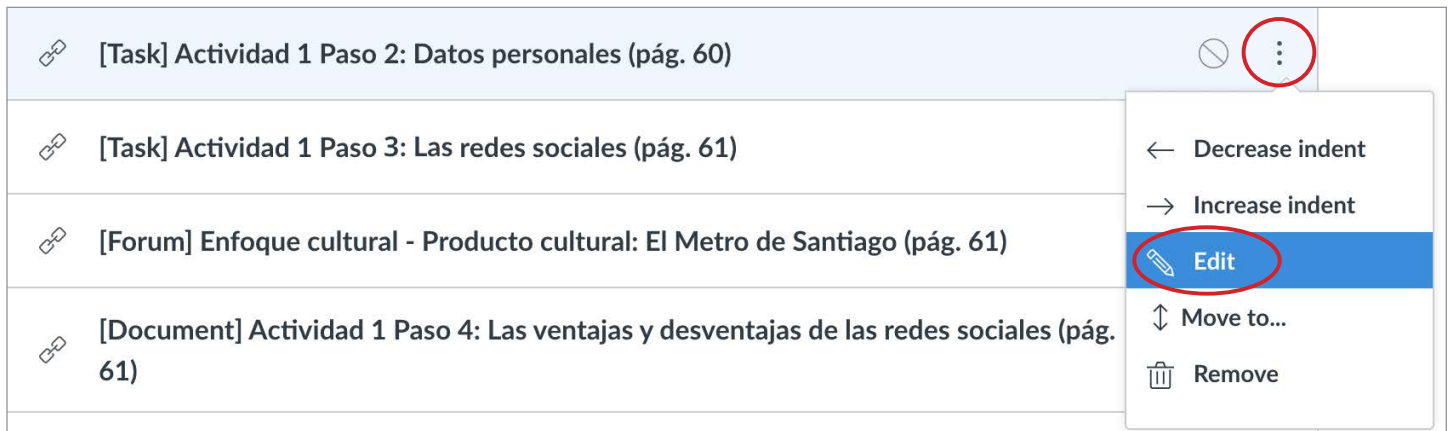
Task Activity Grade Passback

Learning Site® task activities are eligible for grade passback, a feature of Canvas that allows numeric scores to be passed from Learning Site® into your Canvas gradebook.

Enabling Grade Passback

To create a task activity assignment in Canvas with grade passback enabled, follow the steps below or view the Integration Video Tutorial.

1. Locate the task activity content link you wish to assign and select the 3-dot menu on the right. Next, select **Edit** to open the Edit Item Details menu.
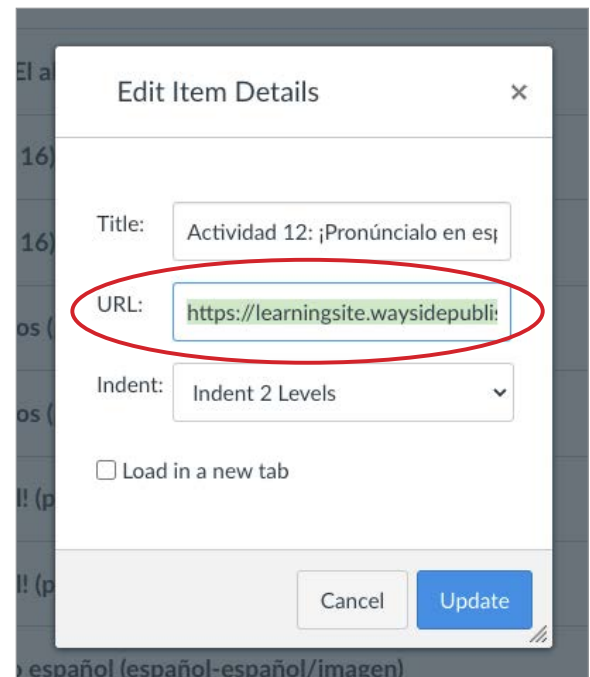
2. In the Edit Item Details window, copy the entire activity URL. After copying the URL, select **X** or **Cancel** to close the window.

> 💡 **TIP:** Use your keyboard commands to quickly select, copy, and add the entire activity URL to your clipboard.

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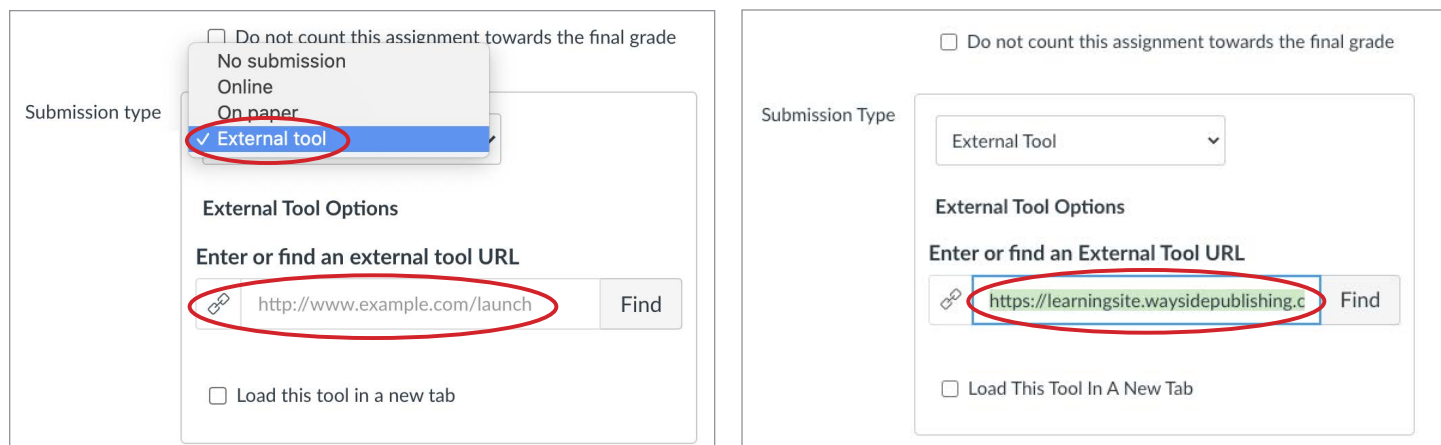
3. Next, create a Canvas assignment. Enter an assignment title and any additional information you wish to add. Under Submission Type, choose **External Tool**, and then paste the URL that you copied into the field.

NOTE: It is not necessary to select **Find** or **Load this Tool in a New Tab**.

4. Add any required or additional information and then select **Save** or **Save and Publish**.

NOTE: You may enter the point value as it appears on Learning Site® or you may adjust the point values to your preference and the grade will scale accordingly in your Canvas gradebook. Task activities on Learning Site® are based on a 100-point scale and scores are displayed as a percentage.

The task activity will now be embedded within the Canvas assignment for student access and completion. This assignment may be copied and/or used with other instructional courses using the same textbook title.

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Completing a Task Activity with Grade Passback Enabled

Students will complete the task activity through the Canvas assignment enabled for grade passback that you created. For a score to successfully pass from the Learning Site® activity to your Canvas gradebook, the activity must be accessed from the Canvas assignment and not from the imported content link or Grades module link.

Reviewing Numeric Scores for Grade Passback

Numeric scores from **auto-graded task activities** will appear in your Canvas gradebook as soon as a student selects the **Submit** button. Numeric scores from **manually graded task activities** appear in your Canvas gradebook as soon as you enter a score using the Learning Site® grading and feedback tools accessed from the imported Grades module link.

Student name	Unidad 1 - Paso 4 Out of 10	¿Quién Soy? Act. 3 Out of 6	Asi se dice 3 p. 57 … Out of 7	Asi se dice 3 p. 57 … Out of 5	Assignments	Total
Kevin Fisher	–	1.98	6.02	–	61.54%	61.54%
Ryan Torres	–	4.02	4.97	–	69.15%	69.15%
Annie Weixel	–	–	–	–	–	–

Reviewing Task Activity Submissions

The imported Grades module link provides access to the Learning Site® grading and reviewing tools. Teachers and students use this link to review task activity submissions.

Setting Grades Viewing Filter for Task Activities

In order to view task activity submissions, both teachers and students must enable the **Not assigned, but attempted by students** grade filter. Please note that filters will be visible after the first task activity is submitted.

To enable the filter, select the **Grades** module link. Select **Filters** and then **Activities**. In the Activities menu, select **Not assigned**, **but attempted by students**.

Task activities will be visible once teachers and students have enabled the filter. The filter will remain enabled unless manually disabled.
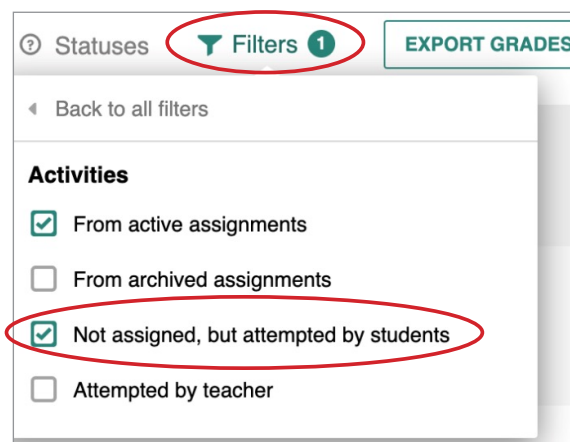
Reviewing Task Activity Submissions: Teacher Use

To review student task activity submissions, manually grade, adjust scores, or provide feedback, teachers will select the imported Grades module link to access the Learning Site® grading and feedback tools. For more information on Learning Site® grading and feedback tools, please view the Integration Video Tutorial or visit the Guides to Get You Started page to access guides and tutorials.

Students	Overall grade	Extensión 1 - Recuerda Ser y Estar	Extensión 2 - Así se dice 1: Vida sana (pág. 114)	Actividad 1 Paso 2: Más detalles (pág. 114)	Extensión 2 - Así se dice 1: El tiempo libre
		No due date	No due date	No due date	No due date
Fisher, Kevin	80%	100% Not assigned	84% Not assigned	Not assigned ●	57% Not assigned
Overall Grade		100%	84%	—	57%

Reviewing Task Activity Submissions: Student Use

Students will use the Grades module link to review their task activity submissions and any feedback you have left. They can also use this link to add evidence directly to their portfolio.

Grades			⊘ Statuses	▼ Filters 1
Activity Title	**Due Date** ⌄	**Highest Grade**		
⏱ Extensión 2 - Así se dice 1: El tiempo libre EntreCulturas 3 / Unidad 1: Los jóvenes de hoy / Comunica y Explora A (pág. 8-28) / Así se dice 1: El tiempo libre (pág. 9-12)	No due date	57%	VIEW DETAILS	ADD TO PORTFOLIO ▾
⏱ Actividad 1 Paso 2: Más detalles (pág. 114) EntreCulturas 3 / Unidad 3: Una vida sana y equilibrada / Comunica y Explora A (pág. 113-144) / Así se dice 1: Vida sana (pág. 114-115)	No due date	—	VIEW DETAILS	ADD TO PORTFOLIO ▾
⏱ Extensión 2 - Así se dice 1: Vida sana (pág. 114) EntreCulturas 3 / Unidad 3: Una vida sana y equilibrada / Comunica y Explora A (pág. 113-144) / Así se dice 1: Vida sana (pág. 114-115)	No due date	84% 💬	VIEW DETAILS	ADD TO PORTFOLIO ▾
⏱ Extensión 1 - Recuerda Ser y Estar EntreCulturas 3 / Unidad 1: Los jóvenes de hoy / Actividades preliminares (pág. 6-7)	No due date	100% 💬	VIEW DETAILS	ADD TO PORTFOLIO ▾

Canvas Cross-listed Courses

Cross-listing Canvas instructional courses affects the grade passback feature. For more information about how grades passback functions with Canvas cross-listed courses, please contact our Instructional Technologists at instructionaltechnology@waysidepublishing.com

- **Cross-listed Canvas instructional courses** - All rostered students in cross-listed instructional courses will appear in one Learning Site® gradebook, accessed through the Grades module link.

- **Non-cross-listed Canvas instructional courses** – All rostered students in each instructional course will appear in a Canvas course-specific Learning Site® gradebook, accessed through the Grades module link.

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Support

Wayside provides a variety of resources for both the technical and pedagogical aspects of our products to help teachers and students find the support they need, how and when they need it.

For questions regarding your integration setup, please contact our Integrations Team at rostering@waysidepublishing.com.

For questions regarding the instructional use of your integration, please contact our Instructional Technologists at instructionaltechnology@waysidepublishing.com.

You can also speak to us directly via our live phone support at (877) 415-1222 (M-F, 8:30 a.m. to 8:00 p.m. ET) or access our Support Center at https://support.waysidepublishing.com for a self-service option. Feel free to email us anytime at support@waysidepublishing.com (for Learning Site® questions) or info@waysidepublishing.com (for general information).

Integration Video Tutorial

Our Canvas TCC Integration Tutorial video highlights the general instructional use of the Learning Site® integration and offers step-by-step demonstrations of how to create activities, review student submissions, and provide feedback.