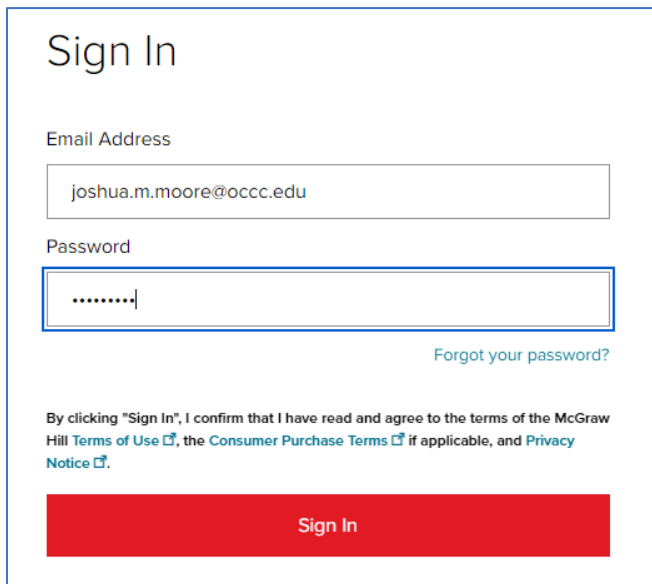


How to Manually Set Up the McGraw-Hill Connect Textbook

Part 1: Duplicating your Connect Sections

If you are teaching more than one of the same courses in Moodle, then you will first need to make copies of the Connect section. If you are only teaching one course, skip to **Part 2: Pairing your Connect section.**

- a. First, you will want to go to connect.mheducation.com. Log in with your OCCC email and your McGraw-Hill account password.



Sign In

Email Address

joshua.m.moore@occc.edu

Password

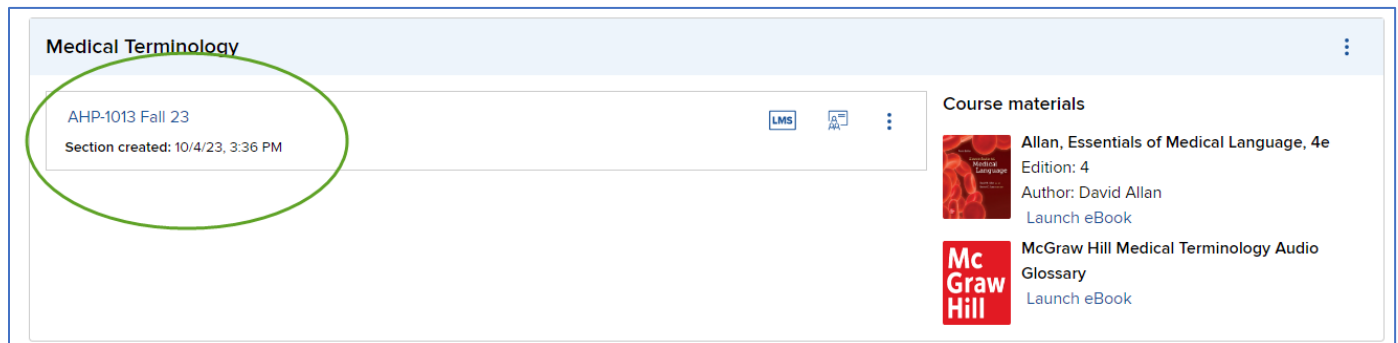
.....

[Forgot your password?](#)

By clicking "Sign In", I confirm that I have read and agree to the terms of the McGraw Hill [Terms of Use](#), the [Consumer Purchase Terms](#) if applicable, and [Privacy Notice](#).

Sign In

- b. Locate the course that you will be teaching.



Medical Terminology

AHP-1013 Fall 23

Section created: 10/4/23, 3:36 PM

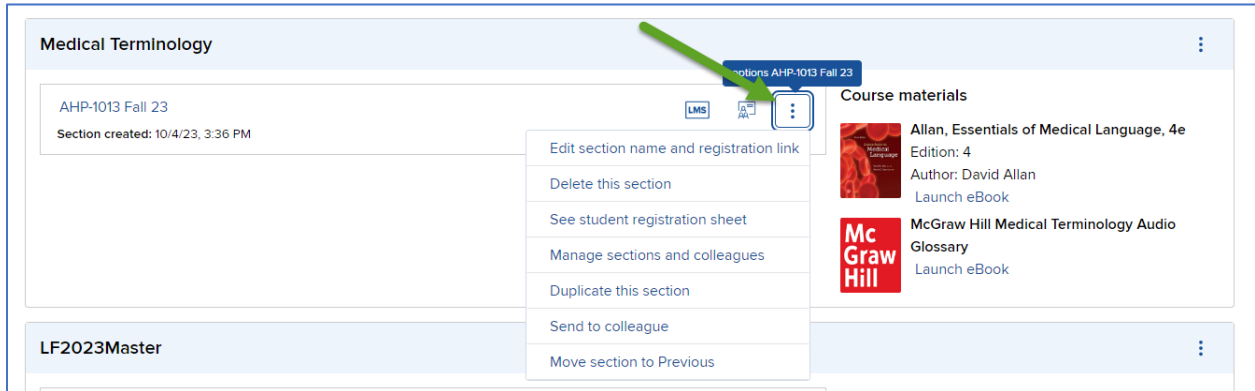
LMS

Course materials

Allan, Essentials of Medical Language, 4e
Edition: 4
Author: David Allan
[Launch eBook](#)

McGraw Hill Medical Terminology Audio
Glossary
[Launch eBook](#)

c. Click on the three stacked dots on the right-side of the course rectangle.



Medical Terminology

AHP-1013 Fall 23
Section created: 10/4/23, 3:36 PM

options AHP-1013 Fall 23

- Edit section name and registration link
- Delete this section
- See student registration sheet
- Manage sections and colleagues
- Duplicate this section
- Send to colleague
- Move section to Previous

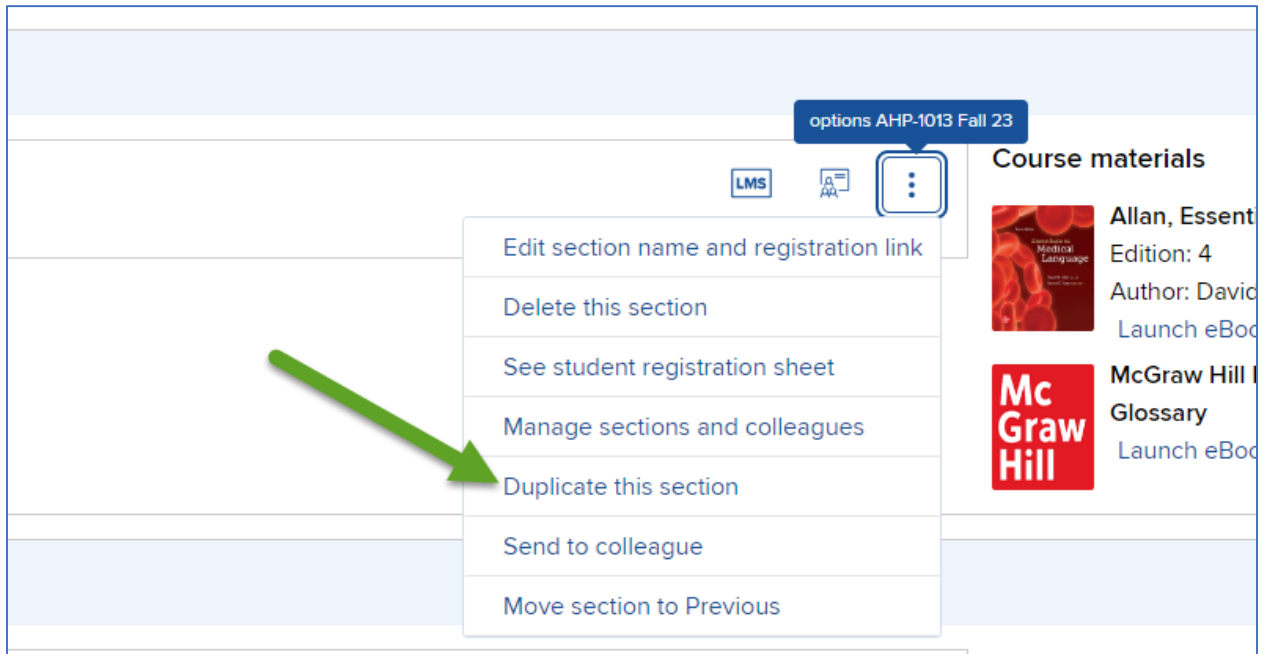
Course materials

Allan, Essentials of Medical Language, 4e
Edition: 4
Author: David Allan
Launch eBook

McGraw Hill Medical Terminology Audio
Glossary
Launch eBook

LF2023Master

d. Choose the option “Duplicate this section”.



options AHP-1013 Fall 23

- Edit section name and registration link
- Delete this section
- See student registration sheet
- Manage sections and colleagues
- Duplicate this section
- Send to colleague
- Move section to Previous

Course materials

Allan, Essentials of Medical Language, 4e
Edition: 4
Author: David Allan
Launch eBook

McGraw Hill Medical Terminology Audio
Glossary
Launch eBook

- e. Rename the section to match your course in Moodle. Then press “Continue to new section”.

Duplicate section ×

You are about to duplicate this section.

- All of its assignments and eBook annotations will be copied into the new section.
- Student data and links with other instructors will not be copied.
- To save time, set up your section completely before you copy it.

Duplicate section: AHP-1013 Fall 23

New section name 96 characters remaining

Copy of AHP-1013 Fall 23


School name
OKLAHOMA CITY COMMUNITY COLL

Note: The proctoring policy settings do not carry over when assignments are copied. After copying, the proctoring policy settings need to be reset for the new assignments.

Cancel

Continue to new section

- f. Click on “My Courses”.

 **connect**

My Courses

 | Medical Terminology

Section: 23F AHP-1013-MW01F

Dashboard | Assignments | Library | Performance ▾ | Polling Beta

Dashboard

Section performance

Assignment performance

 | Assignment activity | Student performance

- g. You will see that you now have a new Connect section. Repeat this process until you have a Connect section for *each* of the course you are teaching.

[Current](#)
[Previous](#)

Medical Terminology


23F AHP-1013-MW01F

Section created: 10/6/23, 2:15 PM


AHP-1013 Fall 23

Section created: 10/4/23, 3:36 PM

Course materials



Allan, Essentials of Medical Language, 4e
Edition: 4
Author: David Allan
[Launch eBook](#)

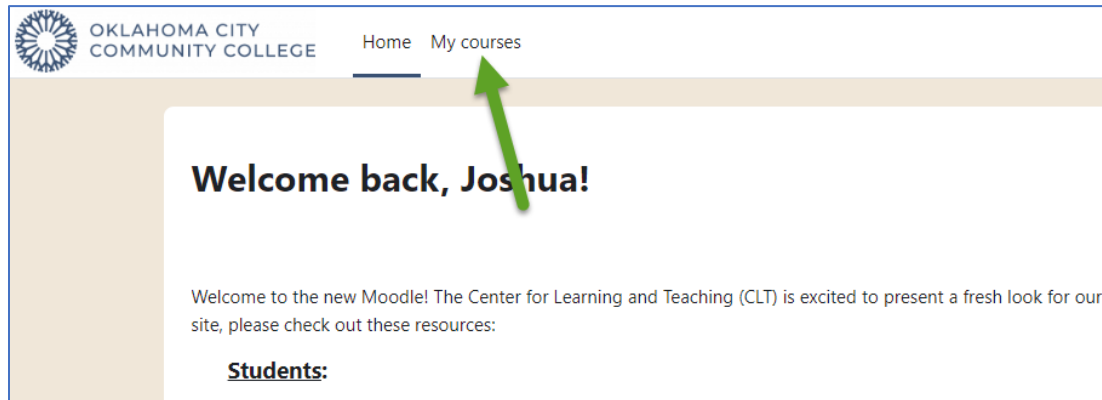


McGraw Hill Medical Terminology Audio Glossary
[Launch eBook](#)

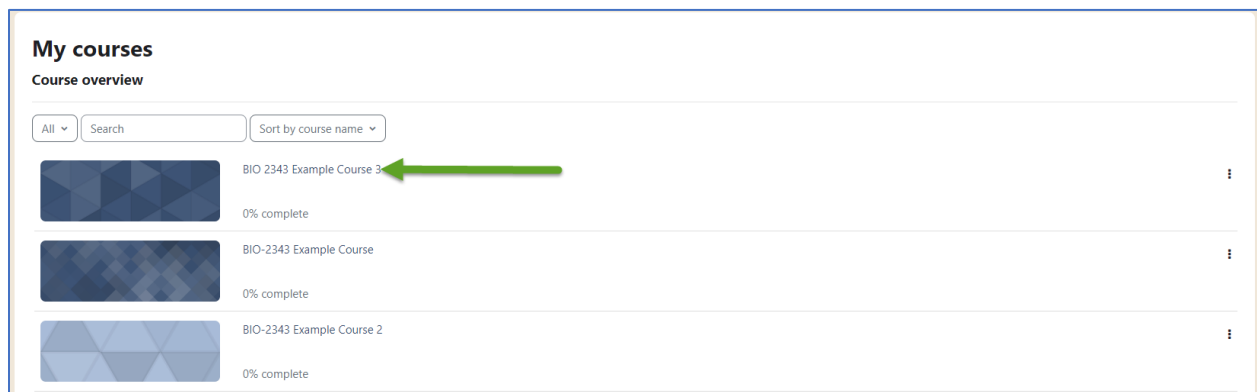
Part 2: Pairing your Connect Section

You will complete the pairing process in **Moodle**. To get to Moodle, go to online.occc.edu and login with your OCCC credentials.

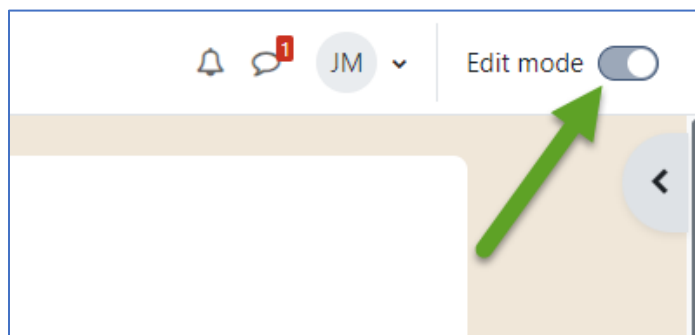
- a. First, click on “My courses” at the top of the page.



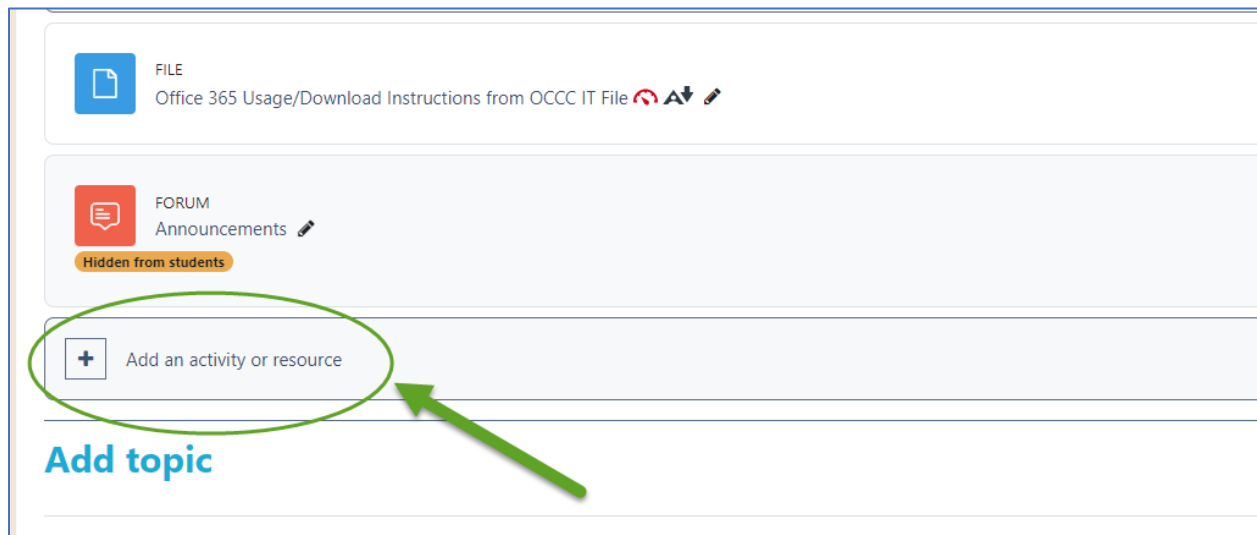
- b. Find the course that you will be teaching and pairing with Connect, then click on its name.



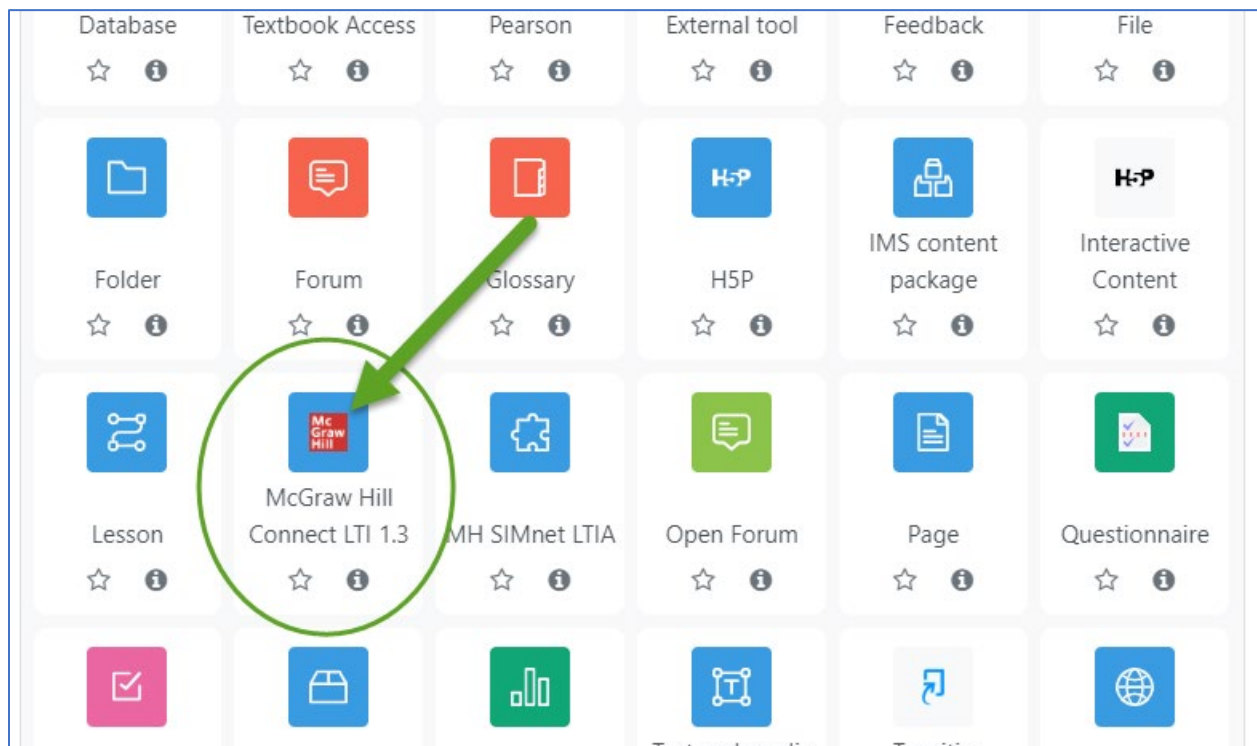
- c. Turn on **Edit mode** (located at the top-right corner of the page).



d. Scroll-down until you see the “Add an activity or resource” link, then click on it.



e. Click on McGraw-Hill Connect LTI 1.3.



f. **DO NOT** name the activity. Instead, click on “Select content”.



Adding a new External tool to Welcome to Genetics & Man! - Start Here?

▼ **General**

Activity name X

Show more...

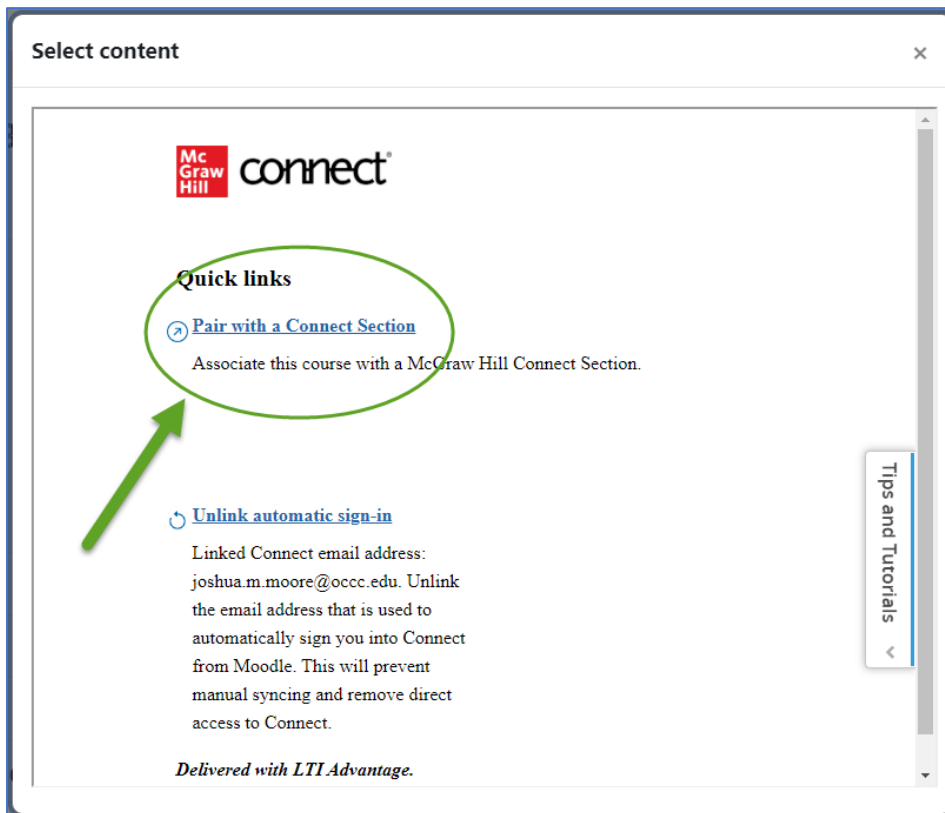
Select content

► **Privacy**

► **Grade**

► **Common module settings**

g. Click “Pair with a Connect Section”.



Select content

McGraw Hill connect

Quick links

[Pair with a Connect Section](#)
Associate this course with a McGraw Hill Connect Section.

[Unlink automatic sign-in](#)
Linked Connect email address:
joshua.m.moore@occc.edu. Unlink
the email address that is used to
automatically sign you into Connect
from Moodle. This will prevent
manual syncing and remove direct
access to Connect.

Delivered with LTI Advantage.

Tips and Tutorials

- h. Click “Pair with existing Connect course”.



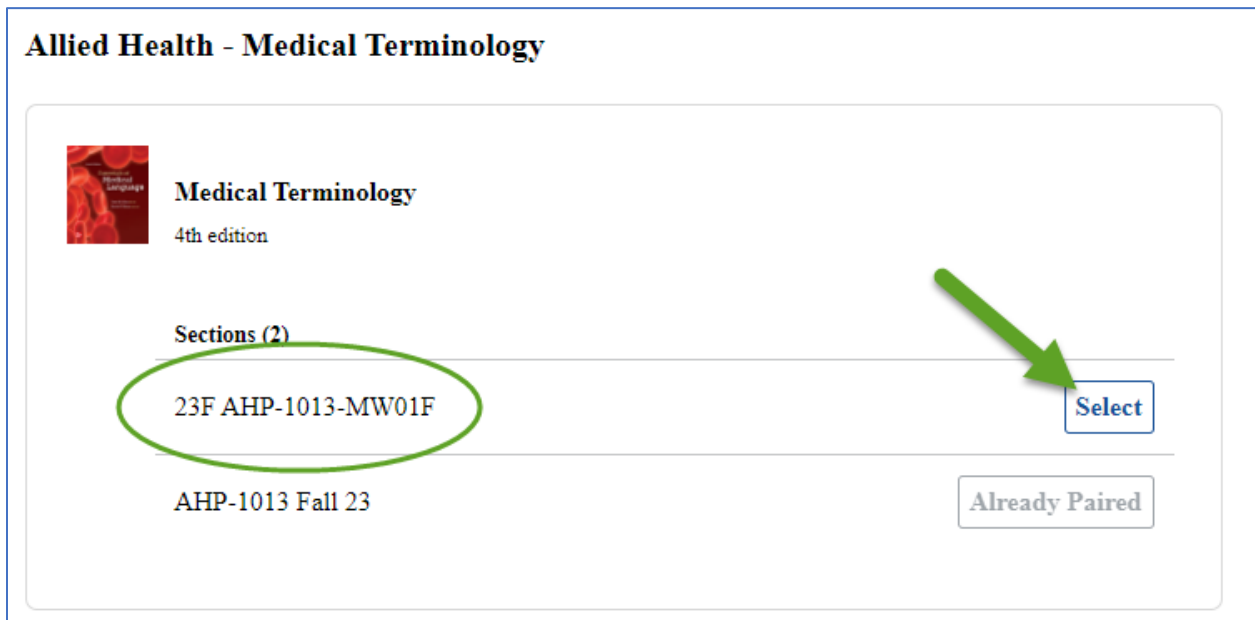
Mc Graw Hill connect[®]

[< Back to Moodle](#)

Pair your Moodle Course with Connect

[Pair with existing Connect course](#) or [Pair with new Connect course](#)

- i. Select the course that matches your Moodle section.



Allied Health - Medical Terminology

 **Medical Terminology**
4th edition

Sections (2)

23F AHP-1013-MW01F

AHP-1013 Fall 23

[Select](#)

[Already Paired](#)

- j. You have now paired your Moodle course with Connect. Continue to **Part 3: Deploying Connect Assignments into Moodle**.

You have paired your Moodle course with Connect!



**BIO 2343 Example
Course 3**

[< Back to Moodle](#)




23F AHP-1013-MW01F

[Go to Section Home >](#)

Part 3: Deploying Connect Assignments into Moodle


- a. If you are still on the page that says “You have paired your Moodle course with Connect”, click on “Go to Section Home >”.


You have paired your Moodle course with Connect!



BIO 2343 Example Course 3

[< Back to Moodle](#)






23F AHP-1013-MW01F

[Go to Section Home >](#)

- a. If you accidentally closed out of this tab, repeat steps e-g in **Part 2: Pairing your Connect Section**, then click on “Go to my Connect Section.”

Select content ×



connect

Quick links

[Go to my Connect Section](#)

Paired Connect section: 23F AHP-1013-MW01F (145418227)

Tools

[Relink Assignments](#)

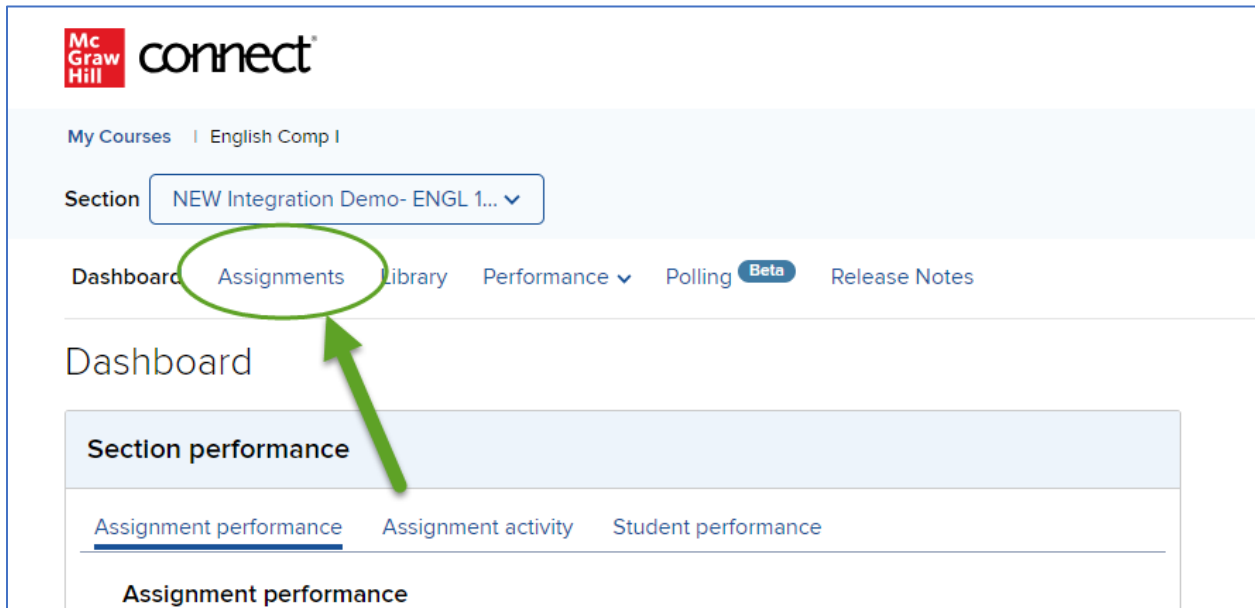
Relink assignments and assignment information from Connect

[Grade sync](#)

Update and sync grades

Tips and Tutoria

b. Click on the “Assignments” tab next to Dashboard.



McGraw Hill connect

My Courses | English Comp I

Section NEW Integration Demo- ENGL 1... ▾

Dashboard **Assignments** Library Performance ▾ Polling **Beta** Release Notes

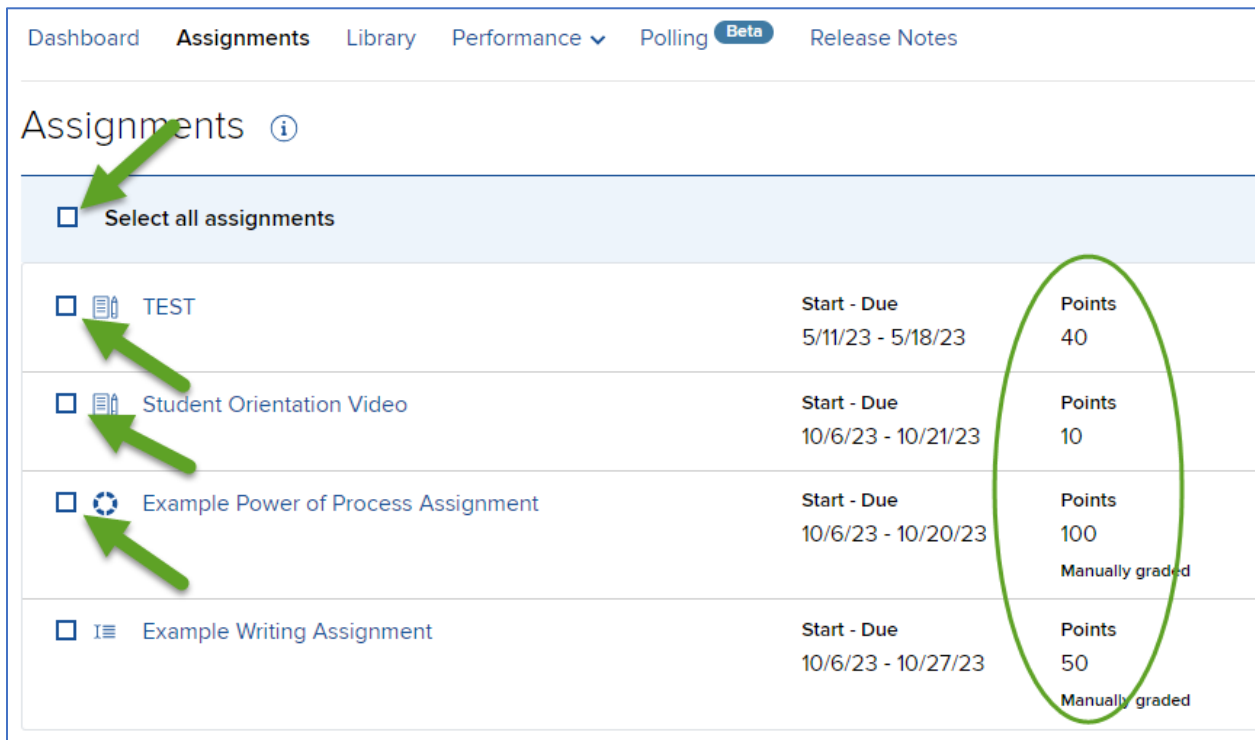
Dashboard

Section performance

Assignment performance Assignment activity Student performance

Assignment performance

c. Check the box next to the assignments that you want added to your course or “Select all assignments”. **Make sure the assignments you are checking have points.**



Dashboard **Assignments** Library Performance ▾ Polling **Beta** Release Notes

Assignments ⓘ

☐ Select all assignments

| | | |
|---|-----------------------------------|----------------------------------|
| <input checked="" type="checkbox"/> TEST | Start - Due 5/11/23 - 5/18/23 | Points 40 |
| <input checked="" type="checkbox"/> Student Orientation Video | Start - Due 10/6/23 - 10/21/23 | Points 10 |
| <input checked="" type="checkbox"/> Example Power of Process Assignment | Start - Due 10/6/23 - 10/20/23 | Points 100 Manually graded |
| <input type="checkbox"/> Example Writing Assignment | Start - Due 10/6/23 - 10/27/23 | Points 50 Manually graded |

d. Click on the three stacked dots on the right side of the **blue** row.

Assignments ⓘ Student View

☒ Select all assignments Add assignment ⋮

| <input checked="" type="checkbox"/> TEST | Start - Due 5/11/23 - 5/18/23 | Points 40 | Student progress 0 0 0 | Deployed None | ⋮ |
|---|-----------------------------------|----------------------------------|---------------------------|------------------|---|
| <input checked="" type="checkbox"/> Student Orientation Video | Start - Due 10/6/23 - 10/21/23 | Points 10 | Student progress 0 0 0 | Deployed None | ⋮ |
| <input checked="" type="checkbox"/> Example Power of Process Assignment | Start - Due 10/6/23 - 10/20/23 | Points 100 Manually graded | Student progress 0 0 0 | Deployed None | ⋮ |
| <input checked="" type="checkbox"/> Example Writing Assignment | Start - Due 10/6/23 - 10/27/23 | Points 50 Manually graded | Student progress 0 0 0 | Deployed None | ⋮ |

e. Choose the option “Deploy to Moodle”.

Student View

Bulk assignment options

Add assignment ⋮

Deploy to Moodle

Copy or share

f. Choose your preferred Grade Type, then click “Deploy”.

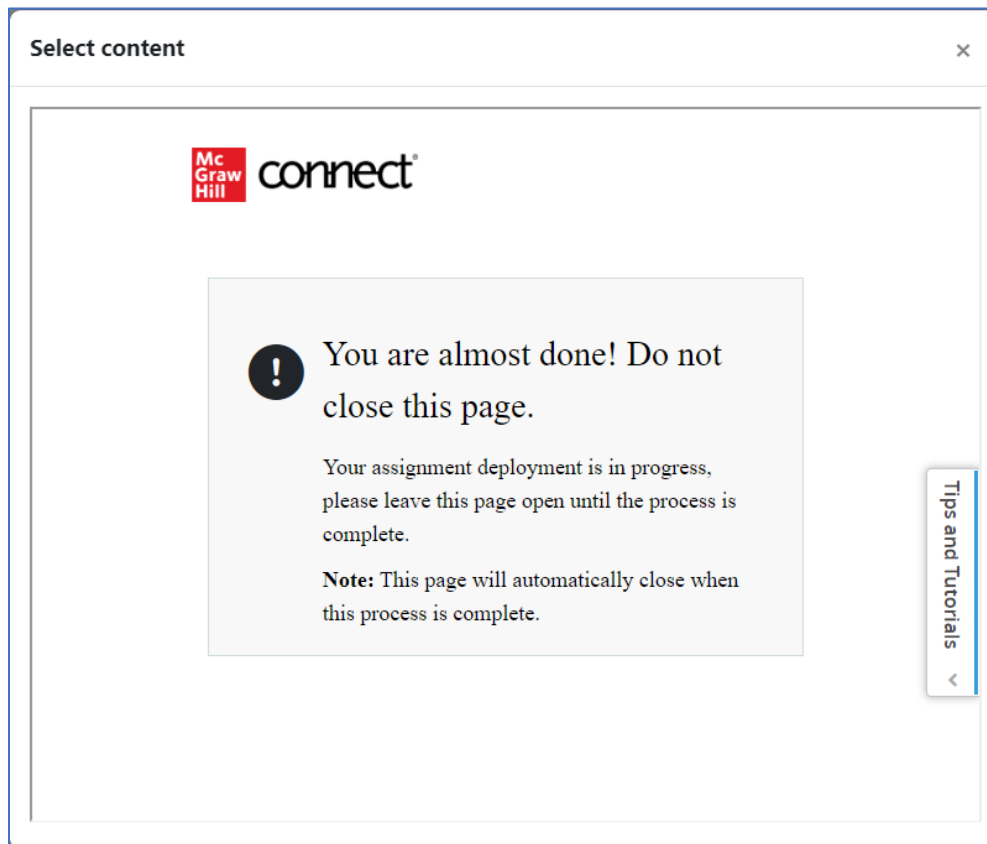
Set your options manage: ☐ in bulk ☒ individually

Grade Type

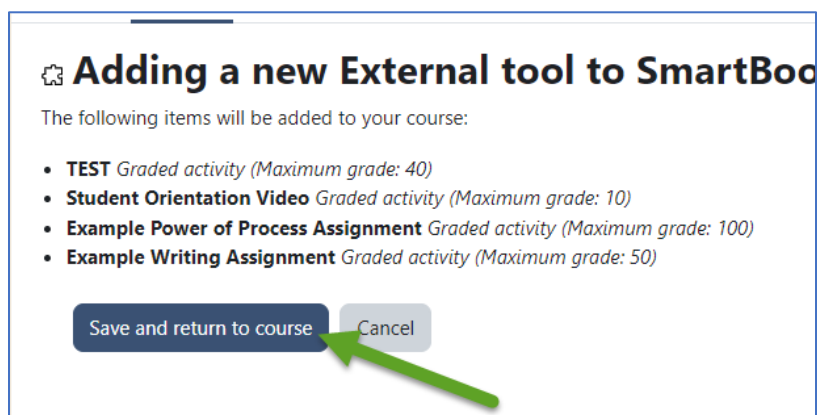
☒ Best ☐ Last

cancel Deploy

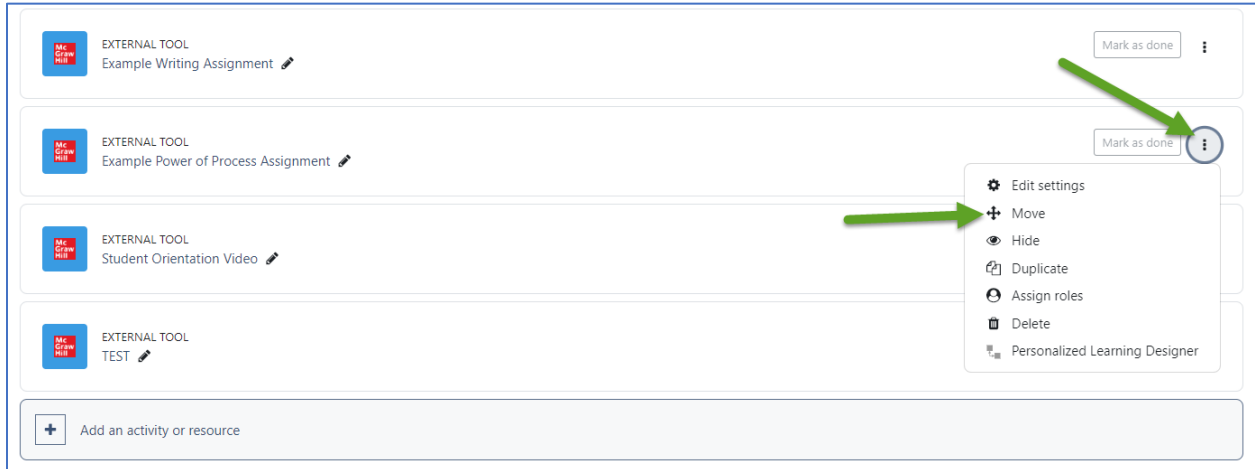
- g. Wait until the page is finished loading. **DO NOT** click anywhere.



- h. Once the assignments are listed out, click on "Save and return to course". It may take the page awhile to load, **DO NOT** click off the page or refresh.



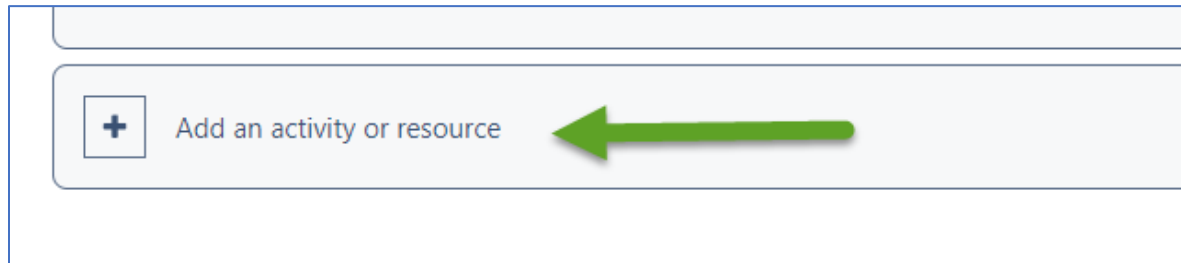
- i. Once the assignments are in Moodle, click on the three stacked dots on the right side of their name to and select “Move” in order to place them somewhere else in the course.



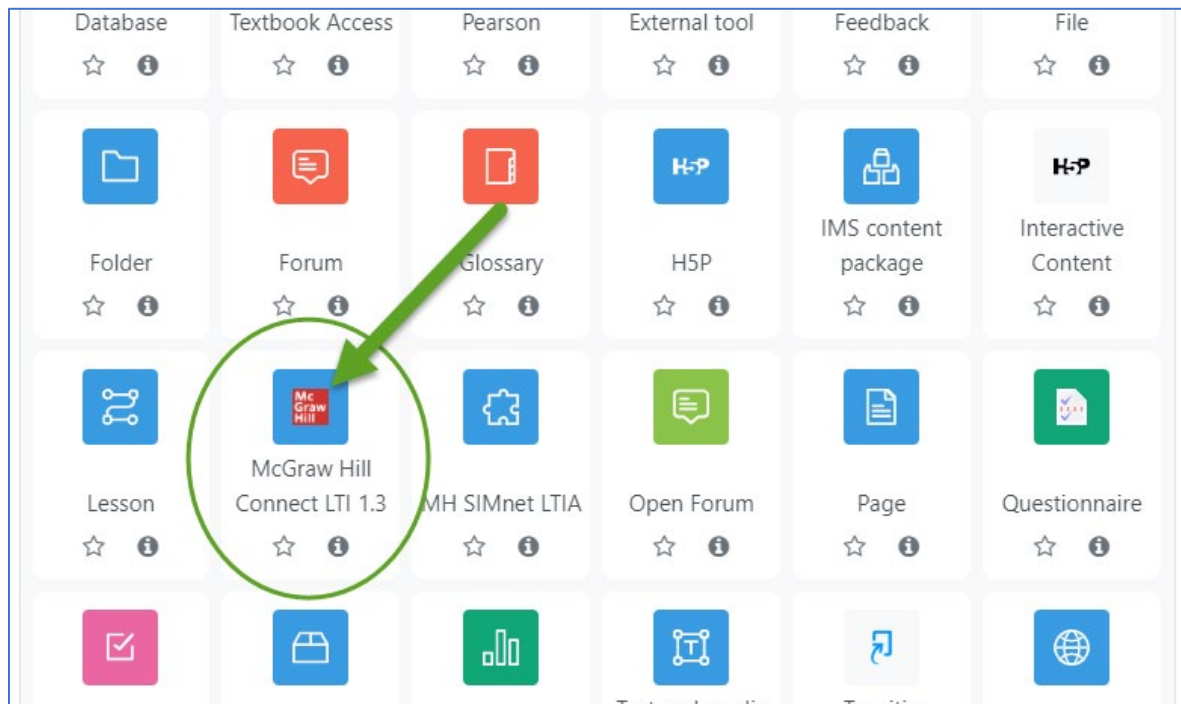
The screenshot displays a Moodle course page with a list of activities. Each activity entry includes a red 'MC' icon, the text 'EXTERNAL TOOL', and the activity name. The activities are: 'Example Writing Assignment', 'Example Power of Process Assignment', 'Student Orientation Video', and 'TEST'. To the right of each activity name is a 'Mark as done' button and a three-stacked dots menu icon. A green arrow points from the 'Mark as done' button of the 'Example Power of Process Assignment' to the three-stacked dots menu icon. Another green arrow points from the three-stacked dots menu icon to the 'Move' option in the dropdown menu. The dropdown menu also includes options for 'Edit settings', 'Hide', 'Duplicate', 'Assign roles', 'Delete', and 'Personalized Learning Designer'. At the bottom of the list is a button with a plus icon and the text 'Add an activity or resource'.

Part 4: Adding a link to the Textbook

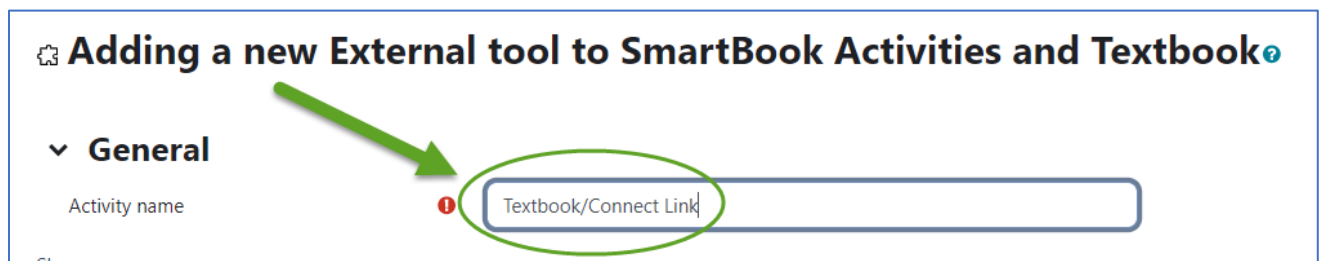
- a. To add a link to the Connect Section Home where students can also access their textbook, click on “Add an activity or resource”.



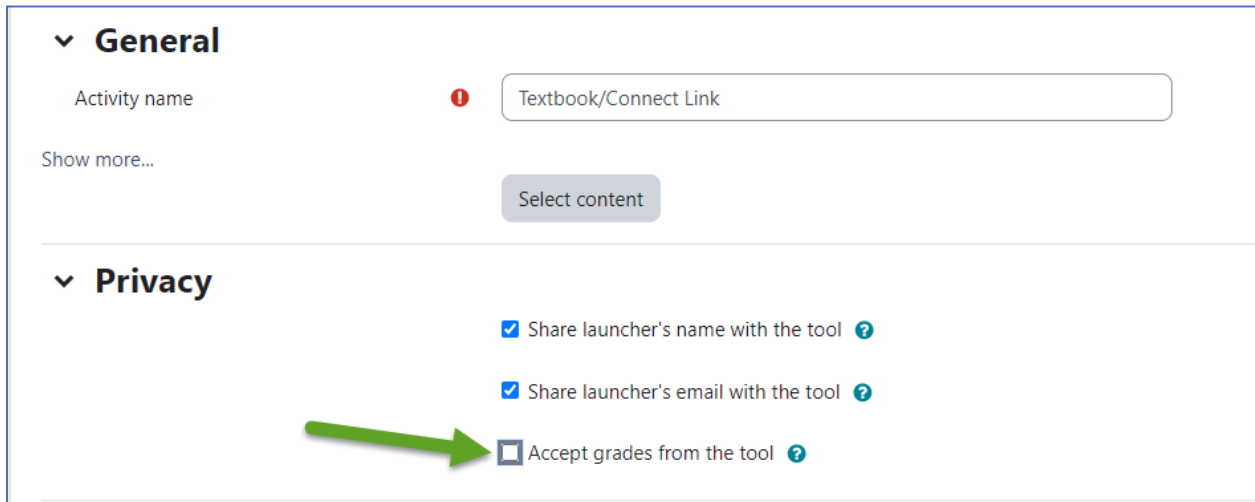
- b. Then click on McGraw-Hill Connect LTI 1.3.



- c. Name the activity something that lets students know it will lead them to their textbook or to the Connect course page.



- d. Click on Privacy and **uncheck** “Accept grades from the tool”.



▼ **General**

Activity name !

Show more...

Select content

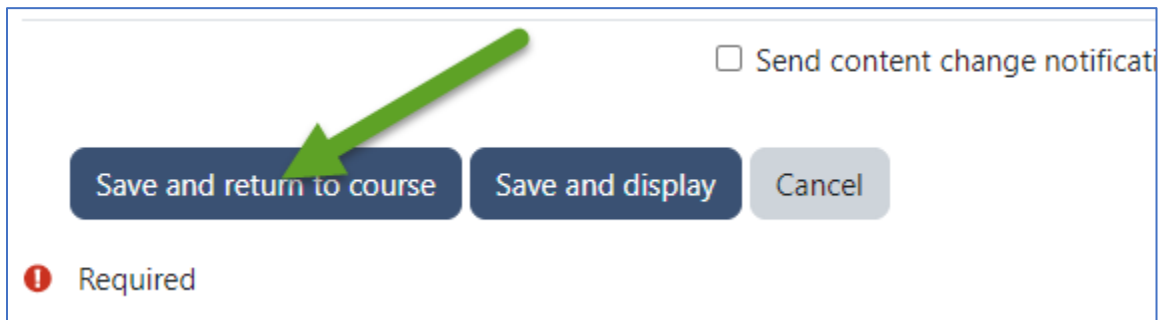
▼ **Privacy**

☒ Share launcher's name with the tool ?

☒ Share launcher's email with the tool ?

☐ Accept grades from the tool ?

- e. Click “Save and return to course”.



☐ Send content change notificati

Save and return to course Save and display Cancel

! Required

Please reach out to the Center for Learning & Teaching at CLT@occc.edu or 405-682-7838 for questions or concerns.