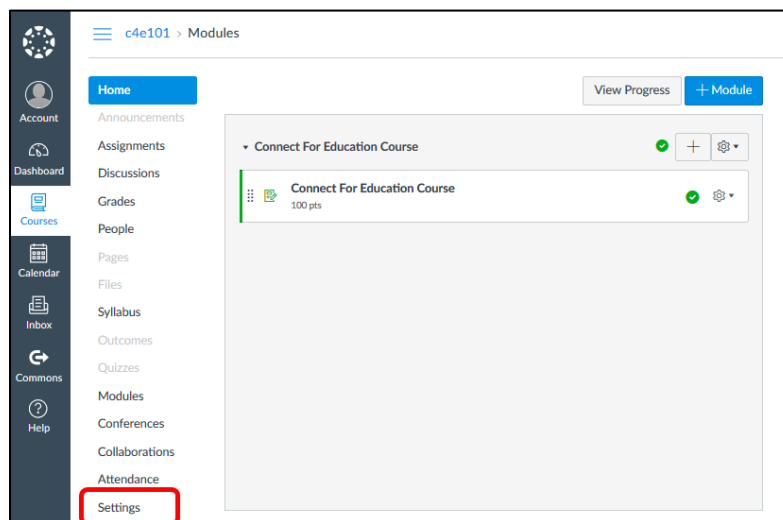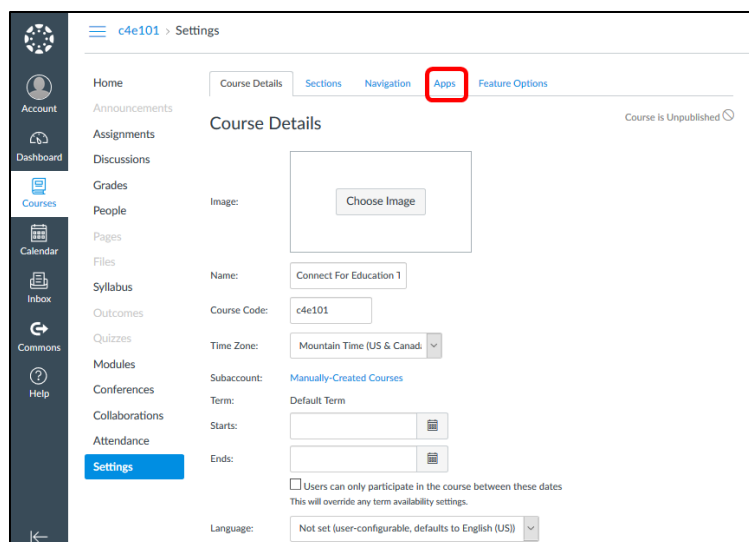# Creating the Connect For Education LTI Link – Course Total Grade Syncing
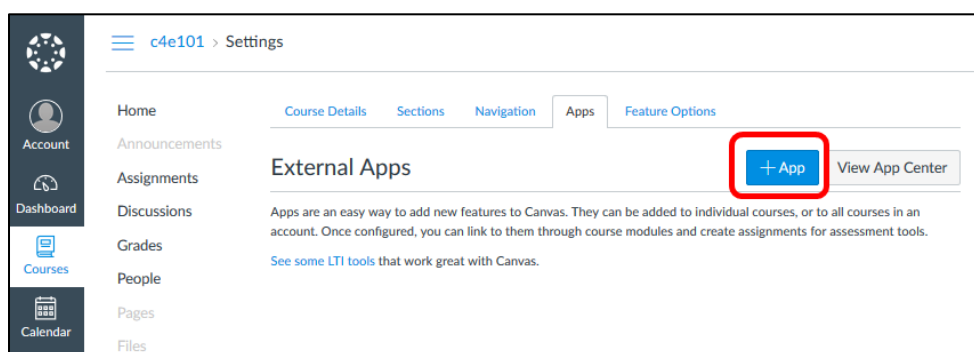
## Creating the App

1. Log into your Canvas account and access your course shell.
   *\*\* If you are teaching multiple sections, you will need to access each course shell individually to create the LTI link. \*\**

2. From the **Course Navigation** panel (left-side menu), click the '**Settings**' link.
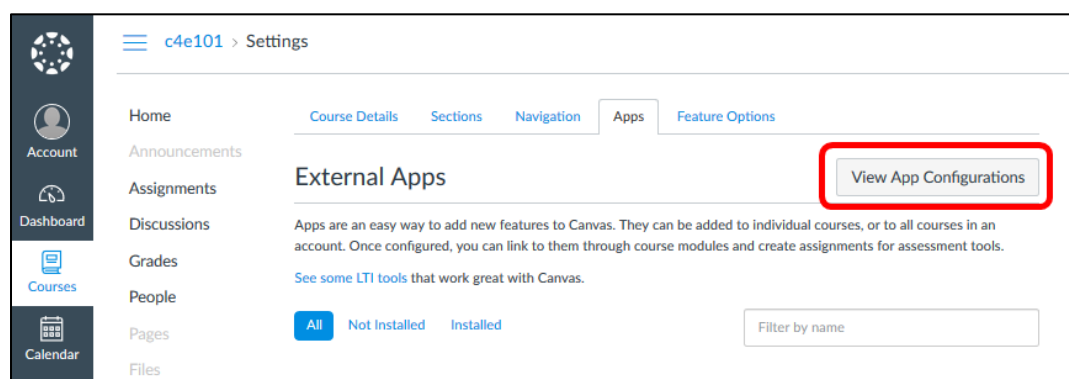


3. From the '**Settings**' page, select the '**Apps**' tab.

4. From the '**Apps**' tab, click the '**+App**' button. *This process will create the external link needed for the LTI integration from your school's Canvas environment to the C4E environment.*



- If you do not see the '**+App**' button initially, please click the '**View App Configurations**' button. *This should display the screen where the 'Add App' button is present.*

**Note:** If the +App button is not present, you may not have the necessary account privileges to add an app. In this case, please contact your Canvas Administration team for further assistance.

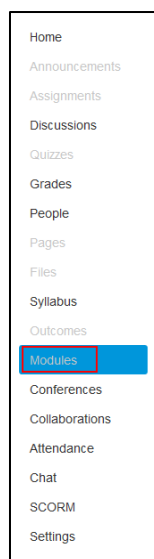5. Complete the following fields in the '**Add App**' pop-up window:



*Note: The 'Configuration Type' should be set to Manual Entry.*

   A. **Name**: Enter a name for the link in the Name field. Often the name of the course text is used (*i.e. OnMusic Appreciation Content)*
   B. **Consumer Key & Shared Secret:** Enter the 'Key' provided by C4E. The same key will be entered in both of these fields.
   C. **Launch URL**:  Enter the 'URL' provided by C4E
   D. **Privacy**:  Select 'Public' from the drop-down menu.
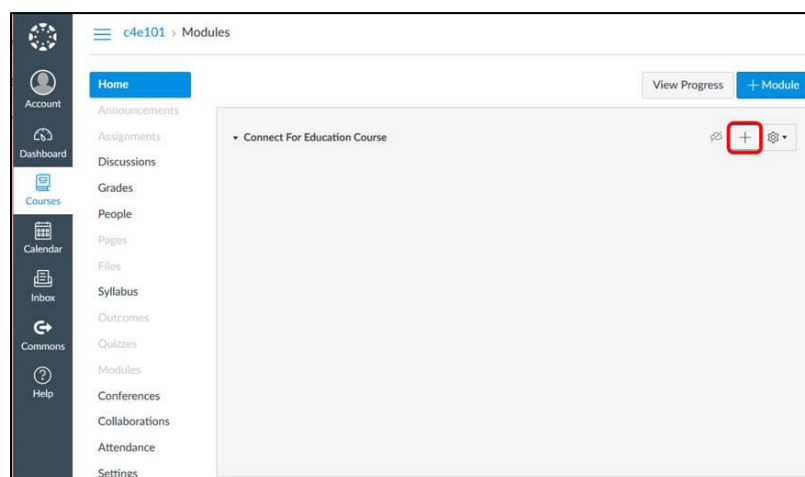   E. Click the '**Submit**' button.

## Adding the App/Course Link to the Modules Page

You will then need to add a course link to the Course Modules page, which will allow students to register the online Access code they purchased in order to access the online text, complete coursework, and take advantage of the online tools and features. The course link must be created as an 'Assignment' item in order to pull the 'Final Grade' for students into your Canvas course gradebook.
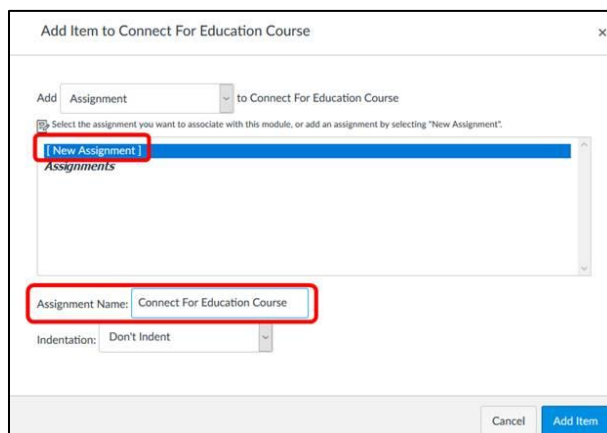
1. From the **Course Navigation** panel (left-side menu), click the '**Modules**' link.
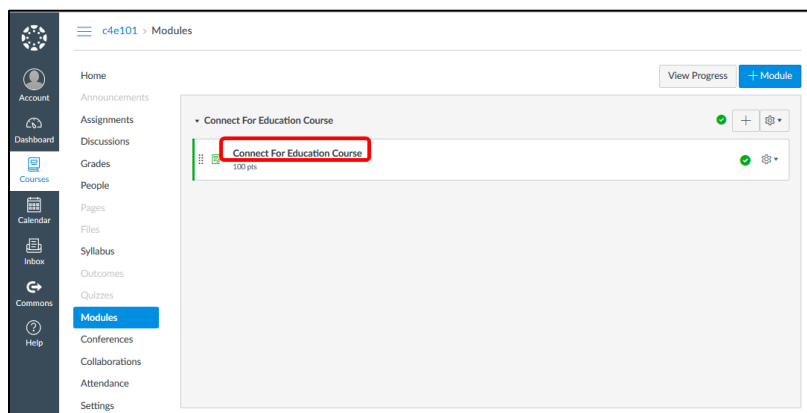


2. From the '**Modules**' page, click the '**+**' button within a course module to add a new item to the course. (If you have not yet added a course module, you must first create a module before completing this step.)
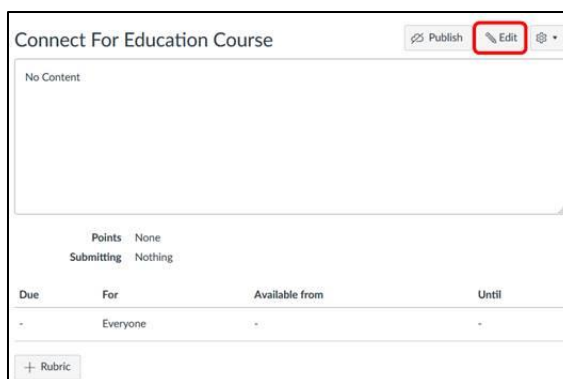
3. Add an 'Assignment' to your course. Select the **'[New Assignment]'** option from the list and enter a name for this link in the '**Assignment Name:**' field. Click the **'Add Item'** button to add the assignment to the '**Modules**' page.



4. Edit the assignment details by clicking the assignment name from the '**Modules**' page of the course.



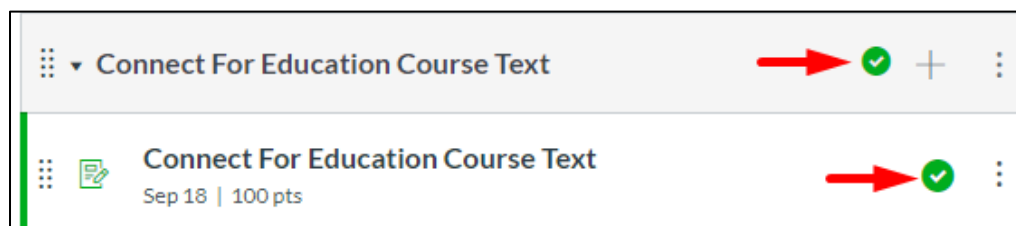5. Click the **'Edit'** button to edit the assignment details.

6. Make the following changes to the assignment and click the **'Save'** button:
   a. At the **'Points'** field, enter a value of '100'
   b. At the **'Display Grade as'** field, select 'Percentage'
   c. In the **'Submission Type'** section, select 'External Tool'
      *Note: To view the course text in a larger window, you may want to check the 'Load This Tool In A New Tab' option.*
   d. At the **'Enter or find an External Tool URL'** field, click the 'Find' button to locate the Connect For Education LTI previously created. Click 'Select' to choose this LTI.

   **Note: I**f you are utilizing a flat (points-based) gradebook, you may need to make additional adjustments to your course link settings to ensure that grades are handled correctly. For more information on using a flat gradebook when teaching a simple LTI course, please see here.

7. Be sure to make this Module and Assignment link visible from the Course Modules page so that students can access the LTI upon entering the course shell.  Simply click the publish icon so that it turns green:



   *\*Please note, after publishing the Module and Assignment link, you must also publish the course from the right-side panel of your Canvas homepage. If the course is NOT published, students will not be able to access the course when signing into Canvas.\**