

Options to Build a Canvas Course

With the migration of the old Blackboard courses, there are two options to create a Canvas shell that you may use spring or fall 2020. Regardless of the method selected, pages 2 - 3 show a proposed sequence to build the course. Once complete, the shell may be copied into your assigned spring or fall 2020 course. I have some caveats on the migrated course shells on pages 4 - 9.

1. **Use a provided Canvas sandbox and “start from scratch.”**
Do a mass upload of all Bb quizzes and question pools, then selectively upload or copy/paste into Canvas.
2. **Modify the Canvas shell migrated over that contains your most recent Bb content.**
This will require some housekeeping efforts to delete and reorganize the migrated content.

The hardest thing may be trying to reproduce exactly what you have in Blackboard.

Files with same name will overwrite throughout course
Create folders and import files to course or file section

If not using the migrated package: Import chunks into Canvas from Blackboard

Depending on the complexity and amount of content in a Bb course, it may be easier to only import test/test banks and then add additional content as you build from scratch.

Export from Bb:

- a. Bb > Packages and Utilities > Export/Archive Course > Export Package
- b. Select 1) content areas, 2) tests, surveys, and pools, 3) others as needed

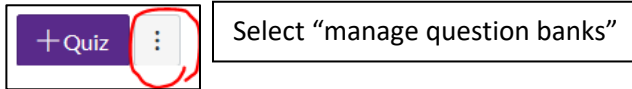
Course Files Default Directory	<input type="radio"/> Copy only links to course default directory files
	<input checked="" type="radio"/> Copy links and include copies of the files in the course default directory
Files Outside of the Course Default Directory	<input checked="" type="radio"/> Copy only links to files stored outside of the course default directory
	<input type="radio"/> Copy links and include copies of the files outside of the course default directory

- c. Settings > Import Course Content > (go from there)
 - i. This takes a while to complete, but once the Bb export file is downloaded and identified in Canvas as the import file, you can select specific content.

In this example, I had 27 Bb “Tests” and 26 “Pools.”

Note that Bb “tests” get assigned to Canvas as “Quizzes” and everything gets put into “Question Banks.” In other words, all Bb tests/quizzes plus Bb pools get put into the Canvas Question Bank.

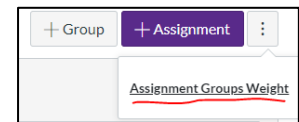
You will see a Bb test/quiz show up twice: once in the Quizzes section and again in the Question Bank section. If you make a change to one, it will NOT update the other.



To avoid confusion, I recommend going into the Question Bank (not Quizzes) and delete any test/quiz you will use so that it only has one location.

Proposed Canvas Start-Up Process

1. **Go to the “Account” section and set up your personal preferences**
 - a. These are universal for your profile and apply to all your courses
2. **Import or copy all quizzes and tests into the Canvas shell.**
 - a. Note: all Bb tests and quizzes are just called “quizzes” in Canvas.
 - b. Quizzes, tests, and test bank imports may be done from your original Bb course or from the migrated Canvas shell.
3. **Manage assessment weights, called “groups” in Canvas**
 - a. Go to *Assignments* > +*Group* to create the weight categories found in the syllabus
 - i. In a migrated course, you need to delete all empty groups and then rename what’s left into something that makes sense for your course
 - ii. I recommend having separate groups for your “quizzes” and “tests.” Keep in mind that in anything you might call a quiz, test, midterm, final exam are all considered “quizzes” to Canvas. You use the “group” function to put them into their proper, descriptive place.
 - b. From the options icon, select “Assignment Groups Weight” and modify to match syllabus
 - i. Note: even if you only have 1 assignment as a “stand alone” course weight, you must create a Canvas “group” for it and then add the one assignment into that “group.”
4. **Review and repair all quizzes and tests (they don’t transfer perfectly)**
 - a. Copy Bb instructions into each quiz (these don’t migrate)
 - b. Set parameters much as we did in Bb
 - i. Be sure to use the Due date feature; it drives a create deal of student level info and is easy to change using the Canvas calendar feature
 - ii. Due: means the deadline, but students will be able to submit after the deadline has passed unless you put in an “until” date.
 - iii. Canvas has a color-doing method to show grades as “missing, late, or excused.” Without the “until” date set, student can submit late, get a grade that counts. It’s up to the instructor to manually change it if desired.
 - c. Fix quiz questions
 - i. Fill in the blank: Bb “contains” option doesn’t transfer
 - ii. Ordering questions: come over as matching but need to be deleted b/c current quiz function does not support ordering
 - iii. Numerical response questions come over as a single answer multiple choice.
 - d. Go to grade book and confirm percent or points



5. **Create Assignments (non-quizzes that get a grade)**

- a. If building new, click on the + within the appropriate Assignment Group



Enter the name, due date and points, then click "More Options" to create the instructions. You can copy content from a Bb "assignment" or from anything else. Use the due date feature.

- b. If using a migrated course, check the content in the Canvas page that was created and edit/adjust the submission parameters. Use the Due date feature.

6. **Check the “Calendar” menu option**

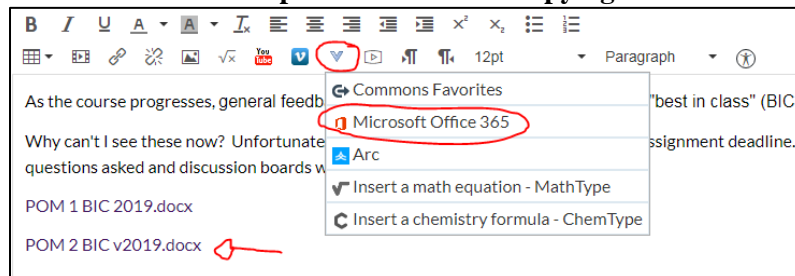
- a. Using drop and drag will adjust due dates as desired and sync with everything else

7. **Organize course files into the Canvas file section**

- a. Create subfolders to manage space. Files are listed alphabetically, and migration process duplicated anything you place in the Bb shell twice.

OR

Use Office 365 where possible and avoid copying in files.



8. **“Syllabus” section**

- a. Upload a syllabus Word or pdf document
 b. You can add text to show.
 c. Note that all things graded automatically show in chronological order. If no date is used, then in alphabetical order.

9. **Create Modules**

- a. For migrated courses, almost everything will come over as a separate page and take a great deal of vertical space. Consider consolidating files and images onto a common page.
 b. Bb folder descriptions will come in as a Canvas page
 c. URLs and course links will not transfer well

10. **Go to “Settings” and manage the course display**

- a. Course Details: add picture for button display plus other preferences
 b. Navigation: important! Determines what menu options students see (fewer is better)
 c. Check out all the others on your own

11. **Review “Publish” status** and make sure to publish/turn on whatever you want students to see

12. **Adjust gradebook view as desired**

13. **Set (or create) a home page**

Migration Caveats

Rich Text Editor

Missing the “undo” icon, use < CTRL > < Z > to undo typing.

Quizzes

“Repair” all quizzes and tests

- a. Copy Bb instructions into each quiz (didn't come over)
- b. Fix quiz questions
 - i. Fill in the blank
Bb “contains” option doesn't transfer, it comes over as the answer.
In Canvas, use of a capital in the correct response area will make the answer case sensitive
 - ii. Ordering questions
These come over from Bb as a matching question - need to delete b/c current quiz function does not support ordering type questions.

Question Banks (the old Bb “pools”) in the migrated shells

The Canvas “question banks” were populated with all of the Bb tests and quizzes in addition to everything that was in the Bb question pools.

The net effect is that anything that shows in the Canvas “Quizzes” menu (remember, anything from Bb we called a “test” or “quiz” comes into Canvas as a “quiz”, there is no distinction) will also be found in the Canvas Question bank. Updating one will not automatically update the other. It is recommended to delete any quiz found in the Quizzes option from the question bank list.

Do not delete quiz/tests from “quizzes”, simply leave them as un-published for use in a future semester. Or you can leave un-used quizzes in the question bank and delete from “quizzes.” The point is to eliminate the duplication.

Assignment Weight Groups

Any group created with “assignments” cannot be “un-published” and hidden from students, even if it is 0% weight and filled with un-published times (such as tests you are not using). The group still shows in the student gradebook and can be a bit confusing. The workaround is to un-publish used quizzes and move them into any active group.

Instructor View

The screenshot shows the Canvas Instructor View interface. At the top, there is a dropdown menu labeled 'Non-Used Tests' which is circled in red. Below this, two assignments are listed: 'Chpt 12 Warehouse Inv' (12 pts) and 'Chpt 13 Distribution' (20 pts). In the top right corner, there is a '0% of Total' indicator and a plus sign icon.

Student Grade Book View

Extra Credit	0%
SAP Assignments	N/A
Excel EOCP	0%
Midterm Exam	N/A
Chapter Quizzes	0%
Final Exam	N/A
Non-Used Tests	N/A
Total	0%

Total: 0%	
Show All Details	
Assignments are weighted by group:	
Group	Weight
Extra Credit	0%
SAP Assignments	20%
Excel EOCP	20%
Midterm Exam	15%
Chapter Quizzes	25%
Final Exam	20%
Non-Used Tests	0%
Total	100%

Video (MP4) file did not transfer with the page as did the PPT and Excel file.

It came over as a file but with the actual MP4 file name rather than the "link title" created in Bb as shown above.

In other words, give an inserted file a different name in Bb will preclude the addition into a Canvas page but it will copy over as a Canvas file.

Module 1 - Purchasing and Forecasting

Build Content Assessments Tools Partner Content

Chapter 1 - Introduction to Materials Management

Attached Files: Intro to Purchasing and Supply Chain Mgt (Monczka Narrated PPT) 14 min (46.143 MB) Modified IMM 8th Ch 1 Intro to Materials Management.pptx (1.194 MB) Excel Student Starter File v2018.1.xlsx (14.422 KB)

There is a narrated PPT from a different textbook that had some decent slides explaining purchasing and the relationship to supply chain management

1. Read Chapter 1
2. Answers Problems with Excel: 1.1 - 1.5
3. Take Chapter 1 quiz

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Chapter 1 - Introduction to Materials Management

There is a narrated PPT from a different textbook that had some decent slides explaining purchasing and the relationship to supply chain management (SCM), so I thought I'd start there.

1. Read Chapter 1
2. Answers Problems with Excel: 1.1 - 1.5
3. Take Chapter 1 quiz

Attachments

- [Modified IMM 8th Ch 1 Intro to Materials Management.pptx](#)
- [Excel Student Starter File v2018.1.xlsx](#)

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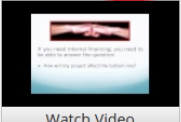
The YouTube “mashup” from BB did not transfer.

Chapter 9 - Inventory Fundamentals

Attached Files: Modified IMM 8th Ch 09 Inventory Fundamentals.pptx (1.164 MB)
Excel Student Starter Chpt 09 v2018.1.xlsx (14.125 KB)
Key Terms and Concepts Chpt 09 v2018.1.docx (25.997 KB)
ABC practice file student.xlsx (26.998 KB)

1. Read Chapter 9
2. Using Excel, answer problems: 9.1, 2, 3, 5, 10, 11, 12, 13, 15, 16, 17, 19
3. Take Chapter 9 quiz

Profit-Leverage Effect



Profit-Leverage Effect
User: n/a - Added: 7/25/14
Watch Video

Explains and uses Income Statements to discuss how changes in purchasing cost impact the bottom line.

Electronic Data Interchange (EDI)

Attached Files: Common EDI Transactions.xlsx (9.409 KB)

- The electronic interchange of business information using a standardized format
- A process which allows one company to send information to another company electronically rather than with paper
- the computer-to-computer exchange of business documents in a standard electronic format between business partners

Module 1 - Purchasing and Forecasting

- Module 1 - Purchasing and Forecasting
- Chapter 1 - Introduction to Materials Management
- Chapter 7 - Purchasing
- Chapter 8 - Forecasting and Demand Management
- Chapter 9 - Inventory Fundamentals
- Electronic Data Interchange (EDI)
- Dun Bradstreet
- Thomas Register
- Cost of Goods Sold



Profit-Leverage Effect missing

The Bb Web Link did not carry over the attachment or the text in the same page within the Canvas page, and showed this:

You are trying to launch insecure content from within a secure site (canvas). Some web browsers may prevent this content from loading.

Electronic Data Interchange (EDI)

Web links to YouTube embedded into a Bb page will transfer.

 **MRP Series** 

https://www.youtube.com/watch?v=7jVgC5pF7A0	Intro to MRP (12minutes)
https://www.youtube.com/watch?v=hlrti4QOCBQ	MRP Examples, no safety stock (9 minutes)
https://www.youtube.com/watch?v=l2tzwYcA2N0	MRP Examples, with safety stock (10 minutes)
https://www.youtube.com/watch?v=7K5ab8j_XgU	MRP Excel example (5 minutes)

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
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MRP Series

<https://www.youtube.com/watch?v=7jVgC5pF7A0> 





Intro to MRP (12minutes)

<https://www.youtube.com/watch?v=hlrti4QOCBQ> 





MRP Examples, no safety stock (9 minutes)

<https://www.youtube.com/watch?v=l2tzwYcA2N0> 





MRP Examples, with safety stock (10 minutes)

https://www.youtube.com/watch?v=7K5ab8j_XgU 



Bb "Items" came over as Pages along with the video

 **MM SAP PowerPoints**
Attached Files:  MM SAP PPT 27min.mp4 (25.862 MB)
This 27 minute video is a narration of an abbreviated set of SAP UA slides on the materials management business processes for the Global Bike case study.

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- [MM SAP PPT 27min.mp4](#)


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
However, if the files were in a 2nd tier content folder, then files did not stay in the page (did go into Files).


SAP Materials Management Assignment (GBI-MM)

Build Content Assessments Tools Partner Content

 **GBI - MM**




 **MM SAP PowerPoints**

 **Video Tutorials - Materials Management Case Study**
This folder contains videos to walk you through the MM case study step by step.

 **MM Case Study Help**

Video Tutorials - Materials Management Case Study

Build Content Assessments Tools Partner Content

 **MM Case Study: Introduction and Step 1 - Vendor Master**
Attached Files:  Case Study MM v3.20 - Intro.mp4 (1.5 minutes) (7.2 MB)
 Case Study MM v3.20 - Step 1.mp4 (5.5 minutes) (21.658 MB)
These videos introduce the Materials Management case study and walk you through Step1 to set up a vendor master. This part of the case study starts you in the role of a purchasing agent at Global Bike. Before being able to procure anything, you first have to create a vendor master record. ERP systems are great once everything is set up, but there is a great deal of work before you can realize the utility of ERP software.

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MM Case Study: Introduction and Step 1 - Vendor Master

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