MH Campus: Instructor and Course Pairing

This document describes the instructor and course pairing workflow.

What is MH Campus?

MH Campus is an integration service that allows instructors using a Learning Management System (LMS) such as Canvas to enable single sign-on (SSO) and gradebook synchronization between their LMS and McGraw-Hill Education learning tools and content. Though there is no charge to the institution or the instructor for the integration service or content, students may be required to purchase a license to access some materials. Consult your McGraw-Hill Education sales rep for additional details.

What will this document cover?

This document provides an example of how an instructor can pair their Canvas account such as with their account in ALEKS. It will also cover course pairing – a way for an instructor to match their Canvas courses with ALEKS courses.

NOTE: The integration between Canvas and MH Campus is outside the scope of this document and would have been done by an administrator at the school in conjunction with McGraw-Hill Education. The steps for the initial link between MH Campus and ALEKS will be covered in the institution workflow documentation.

What does it mean to pair an instructor?

The word “pair” is used to describe the mechanism used to align two items, such as two accounts on different platforms. For example, an instructor using Canvas can pair an account to ALEKS so that it would not be necessary to remember separate login names and passwords for each system. The instructor has a Single Sign-On (SSO) by going from Canvas to MH Campus, and then to ALEKS.

Example of how an instructor using Canvas can pair their account with ALEKS

The example below describes a scenario where an instructor using Canvas wishes to pair their account with ALEKS.
The instructor logs into Canvas.

![Canvas login screen](image)

Under “Courses,” the instructor can see a list of their courses.

The instructor clicks on the name of their course.

![Canvas course selection](image)

Instructor clicks on “Modules.”

![Canvas modules page](image)
Instructor clicks on, “Create a Module.”

Instructor names the module, MH Campus, and clicks on “Add Module.”

Instructor clicks on the plus sign (+).

Instructor adds, “External Tool,” from the drop down menu.

Instructor selects, “McGraw-Hill Campus.”

Instructor checks the box, “Load this tool in a new tab” and clicks “Add Item.”
Instructor publishes Module and External Tool.

The instructor clicks on the “McGraw-Hill Campus” link.

Instructor clicks on, “Load McGraw-Hill Campus in a new window.”

The instructor clicks on the “McGraw-Hill Campus” link.
A box with the “McGraw-Hill Campus” Terms of service appears. The instructor only sees this message the first time McGraw-Hill Campus is accessed.

After reading and agreeing with the terms, the instructor checks the box and clicks on the “GET STARTED” button.

The instructor arrives at the following page.

The Instructor searches for a textbook by entering an ISBN, title, or author and then clicking on the “FIND NOW” button.
A list of results will be returned. The instructor selects that book for their course by clicking on the “SELECT” button.

MH Campus will display relevant McGraw-Hill Education digital material available for the book. Typically, the resources currently available would be Connect (hosted by McGraw-Hill), Connect Math (hosted by ALEKS), LearnSmart, McGraw-Hill Create, access to eBooks (by CourseSmart), and access to McGraw-Hill Education Online Learning Centers.

The instructor can also click on the “(not your book?)” link, to remove the book and search for a new one. Hovering over the “ALEKS” button, will open a pop-up with a description of ALEKS.
The Instructor clicks on the “ALEKS” button.

The instructor sees a page describing ALEKS and why the instructor might want to use it with their course.

The instructor clicks on the “I want this for my students” button.
The instructor clicks on the “Adopt ALEKS” button.

The instructor arrives at the page below and is asked to make a selection from the following two options:

**No, I am new to ALEKS.** Selecting this option will take the instructor through the new user registration flow.

**Yes, I want to use my existing ALEKS account.** Selecting this option will allow the instructor to enter their existing ALEKS account.

NOTE: The page above will only appear the first time instructors arrive from MH Campus to pair with their ALEKS account. Once the account has been paired, instructors bypass this step.
Pair with a new ALEKS account (No, I am new to ALEKS workflow)

The instructor selects the option "No, I am new to ALEKS."

Note: For some configurations, instructors see an additional option to select their school from a drop-down menu.

First, the instructor enters their personal information and then, checks the box "I have read and agree to the terms of the ALEKS User Agreement". Finally, the instructor clicks on the ">> Continue" button.
Once the ALEKS registration is complete, the instructor sees a confirmation message that says their ALEKS account has been securely paired with their MH Campus account. The instructor clicks on the “>> Continue” button.

Pair with an existing ALEKS account (Yes, I want to use my existing ALEKS account workflow)

If the instructor already has an existing ALEKS account, selecting the “Yes, I want to use my existing ALEKS account” option will allow the instructor to enter their ALEKS Login Name and password. The instructor clicks on the “>> Continue” button.
NOTE: If the instructor has paired their ALEKS account in the past, they can use the “pair back” link, to pair their account again. The login name used with the old account is displayed in parenthesis.

The instructor clicks on the “>> Continue” button.

The instructor sees a confirmation message that says their ALEKS account has been securely paired with their MH Campus account. The instructor clicks on the “>> Continue” button.
What does it mean to Pair a Course?

This part of the documentation describes how an instructor can pair an MH Campus course with an ALEKS course. The benefit for the instructor to align their courses is so students accessing ALEKS through Canvas will be automatically enrolled in the correct ALEKS course. Among other things, this removes the need for instructors to communicate course codes to students.

Example of how an instructor can pair their MH Campus course with ALEKS

The example below describes a scenario where an instructor wishes to pair their "Math 210" course in with ALEKS.

After clicking on the “>> Continue” button from the ALEKS Registration page shown above, the instructor is asked to make a selection from the following four options:

- **A new ALEKS course.** This option will take the instructor through the new course setup flow.
- **A new section under an ALEKS master template.** This option will allow the instructor to select a Master Template to pair with their MH Campus course.
- **An existing ALEKS course.** This option will allow the instructor to select an existing ALEKS course to pair with their MH Campus course.
- **A copy of an existing ALEKS course.** This option will allow the instructor to make a copy of an existing ALEKS course to pair with their MH Campus course. For example, an instructor might want to copy a course from the previous semester and modify it to use for the current semester. This is a shortcut that can be done by reusing an existing course instead of creating a brand new course.

Pair with a new course workflow

The instructor clicks on the “A new ALEKS course” option then clicks on the “>> Continue” button.

![Course Pairing](image-url)
The instructor goes through the new course set up wizard and confirms the information for their new ALEKS course. NOTE: Based on the name of the course in Canvas and what was selected in MH Campus, the Course Name and ALEKS Course fields are preset.

The textbook is also preset based on the textbook selection in MH Campus.
The instructor sets up their course content.

The instructor reviews the content for their course.

- Exponents and signed fractions
- Combining like terms in a quadratic expression
- Solving an equation to find the value of an expression
- Solving a linear equation with several occurrences of the variable: Problem type 5
- Translating sentences into equations: Advanced
The instructor reviews their new course details and clicks on the “Save” button.

The instructor sees their new course confirmation page and clicks on the “Continue” button.

After completing the new course setup, the instructor receives a confirmation message that says their ALEKS course has been securely paired with their MH Campus course.

The instructor clicks on the “>> Continue” button.
After clicking on the “>> Continue” button, the instructor is then taken directly to ALEKS.

Pair with a new section under an ALEKS master template workflow

The instructor clicks on the “A new section under an ALEKS master template” option. Clicking on the “?” icon will open a pop-up with a description of what a Master Template is. From the drop-down menu, the instructor can select the name of the master template. The instructor clicks on the “>> Continue” button.
The instructor sees the following message and clicks on the “Confirm” button.

![ALEKS](image)

Create a new Section under a Master Template

This operation will create a new course linked to the master template "Master 101."
Click on Confirm to create this course with the name "Math 210."

After the section is successfully created and linked to the master template, the instructor sees a confirmation message and then, clicks on the “Continue” button.

![ALEKS](image)

Create a new Section under a Master Template

Thank you!

The following section has been created and has been linked to the template "Master 101":

Math 210
Pair with an existing ALEKS Course workflow

From the drop-down menu, the instructor can select the name of the ALEKS course they want to pair with MH Campus. The instructor clicks on the “>> Continue” button.

NOTE: The drop-down contains all courses the instructor has access to in ALEKS. This includes any courses that the instructor has been given shared course access to.

After selecting an ALEKS course, the instructor receives a confirmation message that says their ALEKS course has been securely paired with their MH Campus course.

The instructor clicks on the “>> Continue” button.
NOTE: If the instructor does NOT have any existing ALEKS courses, a message will display that says there are no existing courses. From here, the instructor can either select the “A new ALEKS course” option, or click on the “bypass the pairing” link to skip course pairing and go directly to ALEKS to perform advanced administrative duties.

Instructors can pair any number of courses in Canvas at a time with ALEKS courses. After an ALEKS course is paired, the drop-down displays “(already paired)” next to the ALEKS course product name. Instructors can only pair a Canvas course with an ALEKS course that has NOT already been paired.
Pair with a Copy of an Existing ALEKS course workflow

From the drop-down menu, the instructor can select the name of the ALEKS course they want to copy and pair with their MH Campus course. Let’s say the instructor wishes to pair a copy of “Math 210”. First, the instructor selects the “A copy of an existing ALEKS course” option and then, selects “Math 210 / Intermediate Algebra” from the drop-down. Finally, the instructor clicks on the “>> Continue” button.

The instructor sees the settings that will be duplicated and clicks on the “Confirm” button.
After the course is successfully duplicated, the instructor sees a confirmation message and then, clicks on the “Continue” button.

The instructor receives a confirmation message that says their ALEKS course has been securely paired with her MH Campus course. The instructor clicks on the “>> Continue” button.

After clicking on the “>> Continue” button, the instructor is then taken directly to ALEKS.
How an instructor can unpair their MH Campus account from their ALEKS account

If an account was paired by mistake, the instructor can unpair their account in the IM2 Advanced Instructor Module only. After selecting their own folder, the instructor clicks on the “Edit Instructor” link.

The instructor clicks on the “(Edit Pairing)” link and then clicks on the “Save” button.
A warning message will appear. The instructor clicks on the “Unpair Account Now” button.

The instructor sees the following confirmation message when their account has been unpaired.

How an instructor can unpair their MH Campus course from their ALEKS course

If a course was paired by mistake, the instructor can unpair their course in the IM2 Advanced Instructor Module only. After selecting the course folder, the instructor clicks on the “Edit Course” link.

NOTE: Once an ALEKS course is paired, the instructor will not be able to edit some fields. For example, the Teacher, Course Name, Section Name, and ALEKS Course fields shown in the image above are read only.
A warning message will appear. The instructor clicks on the “Unpair Course” button.

The instructor sees the following confirmation message when their course has been unpaired.