

Brightspace (D2L) Setup Guide for CogBooks Library

Instructor Setup Instructions; To be performed after the LMS Admin Setup



Instructor Setup

The below steps help instructors to adopt CogBooks courseware as course content from the CogBooks Library Tool.

Step 1: Login to Brightspace as an instructor and click the course to adopt CogBooks' courseware.



Step 2: Click on the course link and navigate to the "Course Builder" section.

CogBooks

D2L Brightspace BIOLOGY			instructor 👸
Content Assignments Discussions Quizz	s Course Builder Classlist Grad	des Class Progress Course Tools ~	Help 🗸

Step 3: In the "Course Builder" page, navigate to the "Add Content" section where the CogBooks Plugin will be available in the CogBooks Icon. Drag the plugin into the module "Week 1".

D2L Brightspace BIOLOGY	Instructor 🔅
Content Assignments Discussions Quizzes Course Build	er Classlist Grades Class Progress Course Tools 🗸 Help 🗸
Content Manage Files Course Builder	
Add Content Drag or click items to create new content and fill in placeholders	 ✓ Week 1 BIOLOGY ✓ ✓ Edit Module ● Upload Files Published ✓ Notes Click Edit Module to add notes for this module.



Step 4: The dragging of the plugin to the module will open up a new window and connect the account with the CogBooks application to begin the courseware adoption process.

D2L	Brightspace BIOLOGY		P A I	CI	¢\$
Сог	Content Selector - BIOLOGY - c			×	
Content Mana	Would you like the following app to operate using your accoun	t?			
	Application Name				
Add Conten	qı				
Drag or click item placeholders	IP IP				
r 🎸 r	Accept Cancel				
" .					~
Browse Too	Cancel			h.	
Browse Too	Cancel			h.	

Step 5: Once connected, it will display the list of CogBooks courseware available for adoption. Select the courseware that is to be added and click on it.





Step 6: This page contains all the content in the courseware. Select the topics or subtopics to add as modules in the Brightspace LMS.

Select Course Material Select course material as seperate activity(s) from the table of conte or assign entire courseware as a single activity to your learners.									
Table of Contents									
Anatomy and Physiology I - Comprehensive									
Select all									
1. Introduction to the Human Body									
1.1. Overview of Anatomy and Physiology									

Step 7: Once you have selected the courseware you can customize the content by selecting the topics as per your requirement.

Select Course Material Select course material as seperate activity(s) from the table of contents or assign entire courseware as a single activity to your learners.									
Table of Contents									
Anatomy and Physiology I - Comprehensive									
Select all									
☑ 1. Introduction to the Human Body									
S 1.1. Overview of Anatomy and Physiology									
Second 2.2. Structural Organization of the Human Body									
Section 1.4. Oxygen and Nutrients									

Step 8: Once you have selected the topics for your course please click on either the "Assign as Separate Items" or "Assign as Single Item" button to complete the setup.



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	14.	Nervous System Function	
		14.1. The Different Senses	
		14.2. The Spinal Cord and Central Processing	
		14.3. Responses and Reflexes	
S	15.	The Autonomic Nervous System	
	V	15.1. The Divisions of The Autonomic Nervous System	
	V	15.2. The Nature of Reflexes	
	V	15.3. The Central Control of The Nervous System	
	V	15.4. Things That Impact on The Autonomic Nervous System	
			Back Assign as a single activity I IIII Assign as seperate activity(s)

Step 9: Click on the "Confirm Activities" button to complete the course adoption.

Co	ntent Selector - BIOLOGY - (
	Confirm Course Material	
	Confirm the following CogBooks course material to be deployed as seperate activity(s) in your LMS. Each activity is a web link to cogbooks course assignment.	
	Learning Activities	
	1. Introduction to the Human Body (contains 7 topics with 57 learning activities)	
	2. The Spinal Cord and Central Processing (contains 13 learning activities)	
	3. Responses and Reflexes (contains 13 learning activities)	
	4. The Autonomic Nervous System (contains 4 topics with 45 learning activities)	
	Each activity will be a gradable item in your LMS Gradebook.	
	Student Price: \$45	Back Confirm Activities



Step 10: The selected Cogbooks course material is deployed to the LMS with the default configuration. You can review the default configurations and modify them using your LMS settings and Courseware Tools.

Click on 'Go To Courseware Tools' to view the various tools available from CogBooks.

Content Selector	- BIOLOGY - c			×
Cog Books				Courseware Tools
Resources My	Past Resources			1
Congratulat CogBooks Course M Please note that it	tions! Material successfully deploy may take a few minutes for	ed in your LMS. the activities to reflect in the module na	med CogBooks Activities.	·
BIOLOGY				
Courseware Set	ettings			
Student Enrollm	nent Scheme	ONLINEPAYMENT		
Grading Criteria		Assignment Completion		
ILAC Cattingo				
Cancel				1.

Step 11: The courseware tools consist of the following parameters such as - Courseware Settings, Courseware Material Settings, Push Grades, and Advanced Tools.

Content Selector - BIOLOGY - (
CogBooks	Resources]					
BIOLOGY based on courseware: Anatomy and Physiology I - Comprehensive							
Manage all your course material in this course Image: Settings Click here to customize course settings Image: Course Material: Manage and configure course material settings Image: Course material settings Image: Course Material: Manage and configure course material settings Image: Course Material: Manage and configure course material settings Image: Course Material: Manage and configure course material settings Image: Course Material: Manage and configure course material settings		-					
Cancel		1.					

Step 12: Once you have selected the courseware you can customize the content by selecting the topics as per your requirement

CogBooks

Search Topics Q	Cogbooks Activities 🗸	🖨 Print 🔅 Settings
토 Overview	Add dates and restrictions	Visibility
D Bookmarks	Add a description	
Course Schedule	Upload / Create 🗸 Existing Activities 🗸 🌮 Bulk Edit	
Table of Contents 4	Introduction to the Human Body External Learning Tool	~
Week 1	 The Spinal Cord and Central Processing External Learning Tool 	~
Hidden	Responses and Reflexes External Learning Tool	~
Add a module	The Autonomic Nervous System External Learning Tool	~
	Add a sub-module	



Grade Book Setup

The creation of CogBooks assignments automatically creates the respective grade columns in the Brightspace(LMS) GradeBook. There is no need to explicitly add gradable items to your grade book for the selected CogBooks course material. To view the grades, select the course where you need to view the grades and click on "Grades" in the navigation bar.

	Content Ass	ignments	Discuss	ions Quizzes	Course Bu	uilder	Classlist	Grades	Class Progress	Course Tools 🗸	Help 🗸		
Enter Gr	ades Manage Gr	ades Sc	hemes	Setup Wizard								🛟 Settings	🕐 Help
Impo	rt Export	Swit	tch to Spread	Isheet View	More Action	ns 🗸							
Search	For C	Show	Search Op	otions									
🔽 Em	ail												
				Final Grades									
	Last Name A, First Name Final Calculated Grade V Final Calculated Final Calculated Grade V Final Calculated Final Ca												
	▷ [½] Student, Sample ✓ -% -												
20 pe	20 per page v												

The CogBooks assignments for this course are shown as Gradebook columns. You can edit the due dates, max points, and any other configuration.

<u>Please do not forget to push grades in CogBooks Tools after you change configurations for</u> <u>CogBooks' assignments in your LMS grade book</u>

The grades of the learners in the CogBooks course material will be reflected in the LMS(Brightspace) grade book.

----END of Grade Book Setup---

For any further assistance, email us at support@cogbooks.com and we will be happy to help you.

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