

Getting Started with Hawkes

Using the Hawkes Synchronization Tool with Canvas

(Your campus LMS administrator will need to enable this feature in your course.)

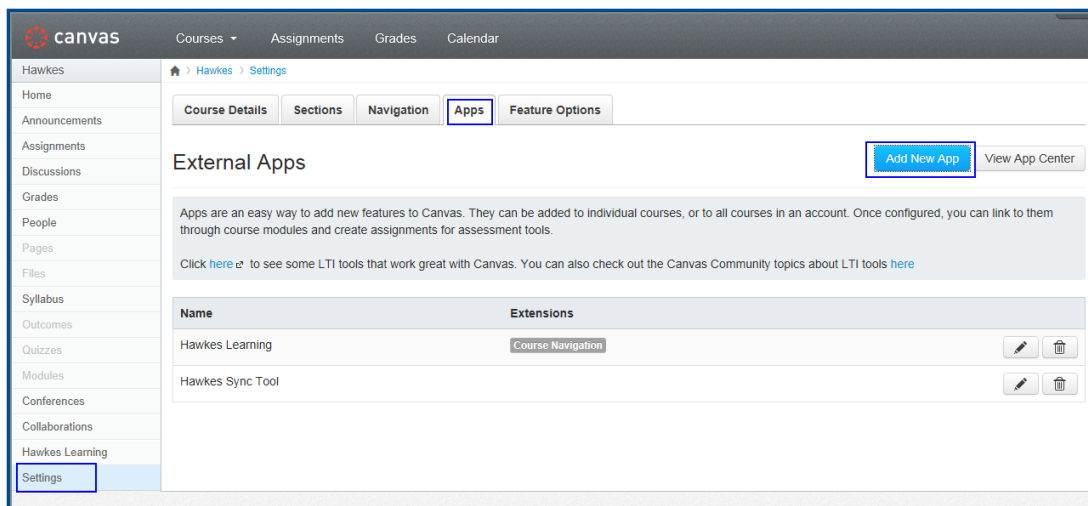
Adding a New App to Canvas (one time)

Log in to Canvas and open your course.

On the course home page, open **Settings** from the left-hand navigation menu.

Open the **Apps** tab near the top of the page and click the **View App Configuration** link near the top-right of the page.

Click the blue **Add New App** button.



Fill in the following information and click **Submit**.

Name	Hawkes Sync Tool
Consumer Key	Must be supplied to you by Hawkes
Shared Secret	Must be supplied to you by Hawkes
Configuration Type	Manual Entry
URL	https://lmssynctool.hawkeslearning.com/LTILaunch
Domain	Leave this field blank
Privacy	Public
Custom Fields	Leave this field blank
Description	Tool to sync Canvas course to Hawkes Learning Systems course

Open **Modules** from the left-hand navigation menu. This link may appear grayed out, but it is clickable.

Click the blue **Create a Module** button and enter a module name, such as Hawkes Sync.

Click the **Add Module** button; then, click on the **+** icon underneath and enter the following settings.

Add	External Tool
URL	https://lmssynctool.hawkeslearning.com/LTILauch
Page Name	Hawkes Sync Tool
Load in a New Tab	Your preference
Indentation	Don't Indent

Click **Add Item**.

Using the Tool for the First Time

You will be prompted to sign in. Use the same information that you use to access your Online Grade book.

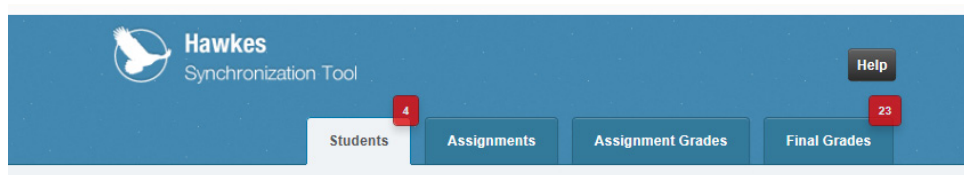
Enter your Course ID.

Select your name.

Enter your Hawkes Grade Book password.

Using the Sync Tool

There are four tabs available within the sync tool, and alerts are provided for un-synced items.



Students syncs your Hawkes course with your Canvas roster. If any Canvas students are missing from Hawkes, you are given the option to link the student and create a temporary access code.

Assignments syncs individual assignments and/or assignment groups. You can create new columns in Canvas for these items or replace existing Canvas columns.

Assignment Grades syncs the grades for the assignments and/or assignment groups selected under Sync Assignments.

Final Grades syncs the students' final Hawkes grade. You can create a new Final Grade column in Canvas or replace an existing Canvas Final Grade column.

Grading Details

By default, Hawkes grades are worth 0% of total grade in Canvas.

Weights and groups can be moved and adjusted within the Canvas grade book.

Additional Notes

You can access multiple Hawkes titles from the sync tool, as long as they are all under the same Canvas login. You will need to sign out of the sync tool at the top of the screen and re-enter your information with a different Course ID.

Hawkes Grade Book administrators do not have any additional privileges, such as syncing grades for other instructors. You can only sync information for your own courses.

If Hawkes Grade Book information is deleted, it will not be automatically removed from Blackboard. Grades can be manually removed, but nothing is auto-synced between Hawkes and Canvas.

Adding the Hawkes Student Site to Your Course

Open **Settings** from the left-hand navigation menu and click the **Apps** button.

Scroll down and choose **Redirect**.

Click the **Add Tool** button and enter the following information, making sure to check **Force Open in New Tab** and **Show in Course Navigation**.

Name	Your preference
URL Direct	http://learn.hawkeslearning.com