



ELAB-CANVAS INTEGRATION

Instructor Setup Guide

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Labyrinth Learning

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Introduction

The eLab LMS integration tool allows educators to add single sign-on links to eLab resources such as videos, Guide Me tutorials, WebSims, and PowerPoint overview presentations to Canvas courses. It also enables adding eLab quizzes, tests (including simulation questions) and auto-graded assignments to Canvas courses. The tool will automatically send learner grades back to the Canvas gradebook. This guide is designed to lead educators through the process of setting up the integration and adding course resources.

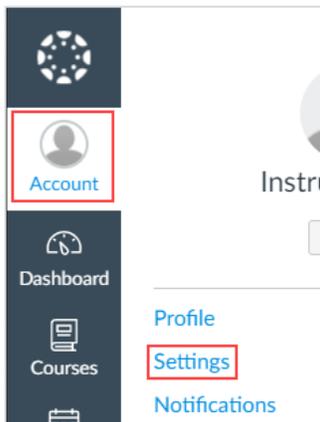
Setting Up the Integration Tool

Setting up the eLab LMS integration tool is a three-step process.

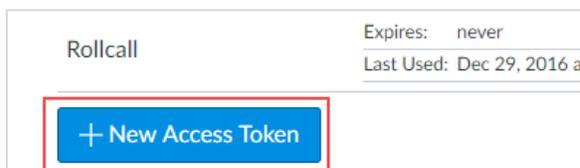
STEP 1: Generating an Access Token

The Labyrinth eLab LMS integration tool requires a unique access token from Canvas for each Canvas site that will utilize the tool (such as production, test, QA, or beta sites). This requires that educators create a new access token for each Canvas site.

1. Log in to your Canvas site as an instructor.
2. Choose **Account > Settings**.



3. Scroll down and click **New Access Token**.



The New Access Token screen will pop up.

4. Fill in the **Purpose** for this token, such as “eLab App”.
5. Do not set an expiration date. Leave **Expires** blank.

New Access Token

Generate an Access Token

Access tokens are what allow third-party applications to access Canvas resources on your behalf. These tokens are normally created automatically for applications as needed, but if you're developing a new or limited project you can just generate the token from here.

Purpose:

Expires: 
leave blank for no expiration

6. Click **Generate Token**. (*The access token will be generated and displayed in the next screen.*)
7. Save the access token in a Notepad or a Word document for future reference.

NOTE: If you close the page or pop-up without saving the access token, you WILL NOT be able to retrieve it. In such a case, you will need to generate a new access token by repeating the preceding steps.

STEP 2: Request Setup Details from Labyrinth Support

E-mail Labyrinth Support at: help@labyrinthlab.com

In your e-mail message, send the following:

- Access token
- URL of your Canvas login site. (For example: <https://canvas.instructure.com>)

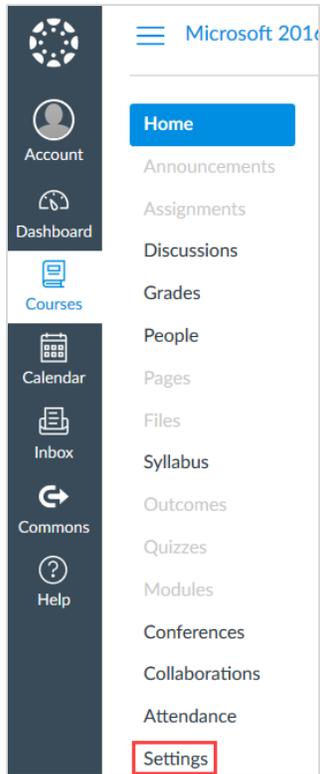
Labyrinth Support will process your request and reply to you with the following details:

- Consumer Key
- Shared Secret
- Config URL

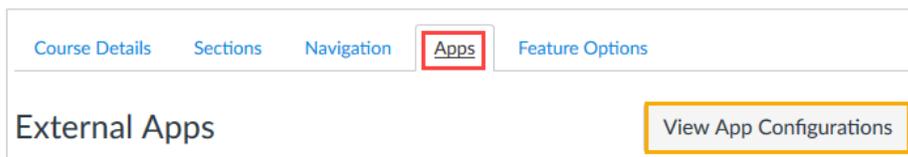
STEP 3: Add the eLab App to Canvas

Once you receive confirmation from Labyrinth Support along with the Consumer Key, Shared Secret, and Config URL, add the Labyrinth eLab app to a Canvas course by following these steps:

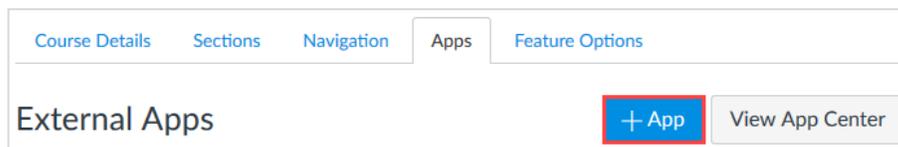
1. Log in to your Canvas site as an instructor.
2. Navigate to the course you want to add eLab resources in and go to **Settings**.



3. Choose **Apps > View App Configurations**.



4. Click **+App**.



5. In the **Add App** window, enter the details (which was sent to you by Labyrinth Support):

- In the **Configuration Type** box, Select **By URL**.
- Type a Name for the app, such as “eLab App” or “Labyrinth eLab”.
- Enter the Consumer Key, Shared Secret, and Config URL.

6. Click **Submit**.

You should now see the eLab App (or whatever you named it) in your app list.

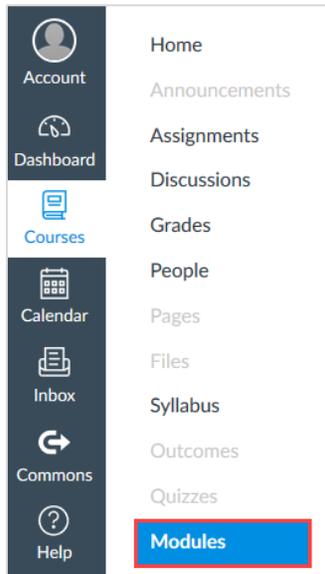
That’s it! The eLab App is now ready for you to use.

PLEASE READ! For every new Canvas course you create each semester and will be integrating eLab, you DO NOT need to generate a new Access Token each time. Once you have the details that were sent to you by Labyrinth (in [STEP 2](#)), you can keep using it for each new course. You will start from [STEP 3 Adding the eLab App to Canvas](#).

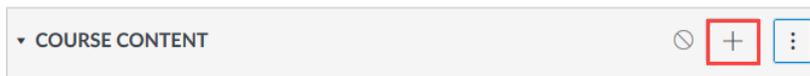
Add eLab Resources to Your Canvas Course

Adding eLab resources to your Canvas course is a straightforward process.

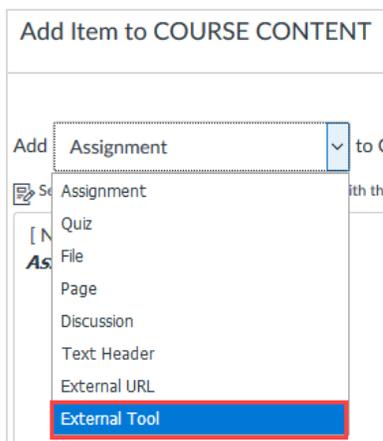
1. Once you're logged in to Canvas, go to your course and click on **Modules**.
NOTE: If you have an existing Module, then there's no need to create a new one. Let's pretend you already have an existing Module.



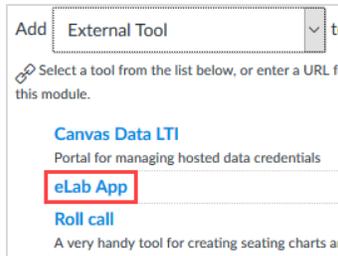
3. Navigate to that module and click the **plus sign** on the right side of the screen.



4. In the **Add Item to COURSE CONTENT** [module name] window, choose **External Tool** from the drop-down menu.



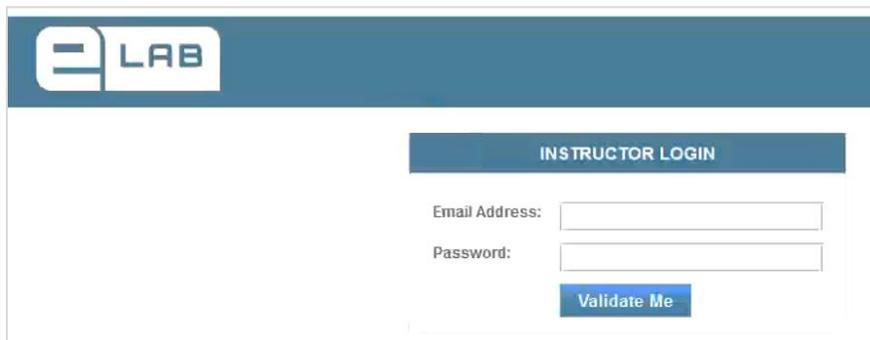
5. Click on the eLab App name in the list.



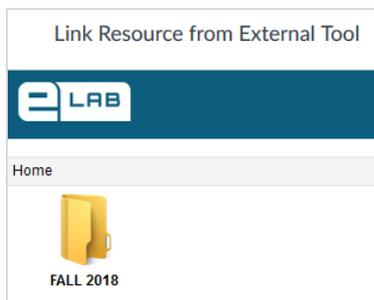
Logging in to eLab from Within Canvas

You will now see the Link Resources from External Tool window.

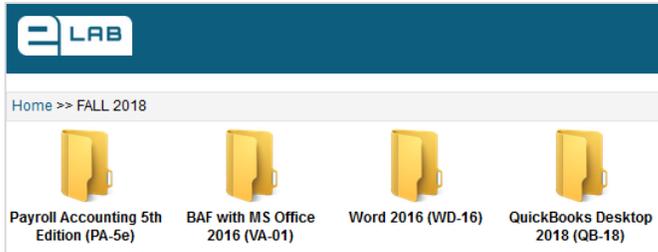
1. The first time you access the eLab App, you will be asked to log in. Enter your eLab e-mail address and password, and then click **Validate Me**. If it takes you directly to #2 below without asking you to sign in, that's ok.



2. Click on the course category, such as FALL 2018.



3. You will now see a list of courses in the selected category. Click on the course you want to add eLab content from.



Selecting eLab Resources to Add

You can now view a list of all the resources in your eLab course including chapters/lessons, videos, assignments, and tests. All non-graded content is in the left-hand window, while any resource that can be graded is in the right-hand window (such as assignments and tests).

1. Scroll down in each window, as needed, to locate and select the resource you wish to add to your Canvas course.

Link Resource from External Tool

eLAB

Home >> CANVAS INTEGRATION >> Payroll Accounting 5th Edition

Resource Name: Save Accept Grades= AG

<p>CONTENT</p> <ul style="list-style-type: none"> <input type="checkbox"/> PAYROLL ACCOUNTING, 5TH EDITION CHAPTERS 1-8 <input type="checkbox"/> CHAPTER 1: PROCESSING A NEW EMPLOYEE <ul style="list-style-type: none"> <input type="checkbox"/> Chapter Objectives Chapter Overview <ul style="list-style-type: none"> <input type="checkbox"/> Overview Presentation Learning Resources (Videos) <ul style="list-style-type: none"> <input type="checkbox"/> Processing a New Employee (Overview) <input type="checkbox"/> The Fair Labor Standards Act Self-Assessment <input type="checkbox"/> CHAPTER 2: CALCULATING EMPLOYEE PAY 	<p>ASSIGNMENTS</p> <ul style="list-style-type: none"> <input type="checkbox"/> PRACTICE SET 1A <input type="checkbox"/> AG <input type="checkbox"/> PRACTICE SET 1B <input type="checkbox"/> AG <input type="checkbox"/> PRACTICE SET 1C <input type="checkbox"/> AG <input type="checkbox"/> CPP 1-1 START A NEW BUSINESS AND ASSIST A NEW EMPLOYEE <input type="checkbox"/> AG <input type="checkbox"/> CT 1-1 EXAMINE THE E-VERIFY SYSTEM <input type="checkbox"/> AG <input type="checkbox"/> CT 1-2 RESEARCH MAJOR PAYROLL SERVICES <input type="checkbox"/> AG <input type="checkbox"/> PRACTICE SET 2A <input type="checkbox"/> AG <input type="checkbox"/> PRACTICE SET 2B <input type="checkbox"/> AG <input type="checkbox"/> PRACTICE SET 2C <input type="checkbox"/> AG
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Sending Grades Back to Canvas

If you do not want certain eLab assignments and tests grades to appear in the Canvas gradebook, uncheck **AG** for these in the right-hand window. All selected assignments and tests will be added to your Canvas course and only those for which AG was left checked will appear in the Canvas gradebook. This means that, if you uncheck the AG box, when a student submits an assignment or test, their grade WILL NOT get transferred to your Canvas Gradebook. However, their grades will be in your eLab Gradebook.

Labyrinth Learning

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Accept Grades= AG

- ASSIGNMENTS

<input checked="" type="checkbox"/> PRACTICE SET 1A	<input checked="" type="checkbox"/> AG
<input checked="" type="checkbox"/> PRACTICE SET 1B	<input checked="" type="checkbox"/> AG
<input checked="" type="checkbox"/> PRACTICE SET 1C	<input checked="" type="checkbox"/> AG
<input checked="" type="checkbox"/> CPP 1-1 START A NEW BUSINESS AND ASSIST A NEW EMPLOYEE	<input checked="" type="checkbox"/> AG
<input type="checkbox"/> CT 1-1 EXAMINE THE E-VERIFY SYSTEM	<input type="checkbox"/> AG
<input type="checkbox"/> CT 1-2 RESEARCH MAJOR PAYROLL SERVICES	<input type="checkbox"/> AG
<input checked="" type="checkbox"/> PRACTICE SET 2A	<input checked="" type="checkbox"/> AG
<input checked="" type="checkbox"/> PRACTICE SET 2B	<input checked="" type="checkbox"/> AG
<input type="checkbox"/> PRACTICE SET 2C	<input type="checkbox"/> AG

When you're finished selecting resources, at the top of the window, assign a Resource Name to the selections you've just made available to your students. This will place those selected resources in a new module. If you have alternative modules to place them under, then you can drag them over, then delete any empty module.

Home >> CANVAS INTEGRATION >> Payroll Accounting 5th Edition

Resource Name:

- CONTENT

- PAYROLL ACCOUNTING, 5TH EDITION CHAPTERS 1-8
 - CHAPTER 1: PROCESSING A NEW EMPLOYEE
 - Chapter Objectives
 - Chapter Overview**
 - Overview Presentation
 - Learning Resources (Videos)**
 - Processing a New Employee (Overview)
 - The Fair Labor Standards Act
 - Self-Assessment**
 - CHAPTER 2: CALCULATING EMPLOYEE PAY

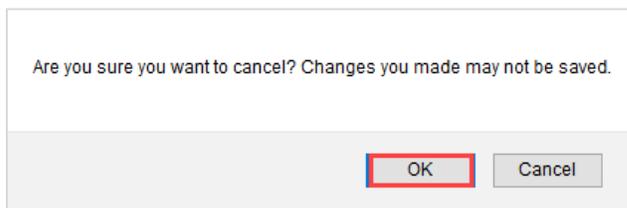
The name you choose will appear as the prefix in each eLab content link that your students will see, so make sure it relates to the content! You can always edit each link if you want to remove it.

1. Click **Save**.
2. After a few seconds, a confirmation screen will appear with the list of eLab content you selected earlier. Close this window by clicking the **X** in the upper-right corner.

Link Resource from External Tool X

Resource WEEK 1 created.
 Resource WEEK 1 - Practice Set 1A created.
 Resource WEEK 1 - Practice Set 1B created.
 Resource WEEK 1 - Practice Set 1C created.
 Resource WEEK 1 - CPP 1-1 Start a New Business and Assist a New Employee created.
 Resource WEEK 1 - CT 1-1 Examine the E-Verify System created.
 Resource WEEK 1 - CT 1-2 Research Major Payroll Services created.
 Resource WEEK 1 - Chapter 01 Test created.
 Resource WEEK 1 - Chapter 1 Quiz created.

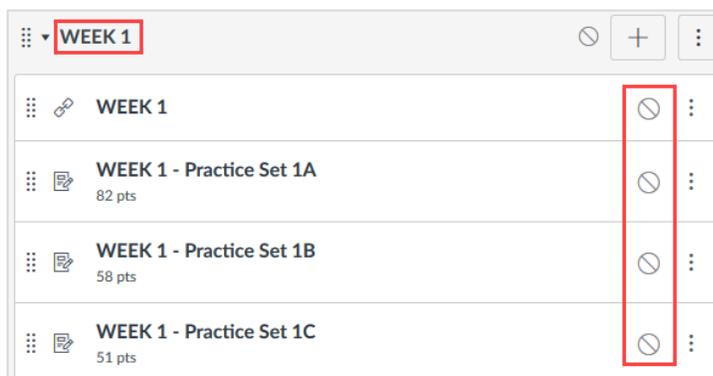
3. Click **OK** in the next window.



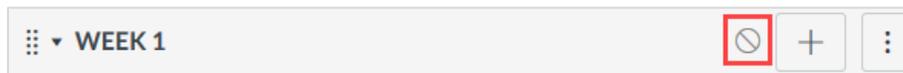
4. If you come back to the *Add Item to Module* window, close that window.
5. **Refresh your course Modules page** and the newly added resources will be added at the bottom of the Modules page.

Publishing eLab Resources in Your Canvas Course

All newly added eLab resources are unpublished by default and will not be available to your students. To publish, click the **Publish** icon next to the resource.



Alternatively, if you want all resources in a module to be published, click the Publish icon for the module.



More About Added eLab Resources

Chosen eLab content is placed in your Canvas course as described here.

- All non-graded content, such as videos, Guide Me tutorials, WebSims, and PowerPoint presentations, are available via a single link in Canvas. This link opens a new window to navigate and choose resources.
- All graded content, such as tests, quizzes, and assignments, are placed in Canvas as individual links.

Single link to multiple non-graded resources

Individual links to graded resources

More About Added eLab Assignments and Tests

Grade Columns

Grade columns are created automatically in your Canvas gradebook for added eLab assignments and tests with AG checked.

Accept Grades= AG

ASSIGNMENTS

- PRACTICE SET 1A AG
- PRACTICE SET 1B AG
- PRACTICE SET 1C AG
- CPP 1-1 START A NEW BUSINESS AND ASSIST A NEW EMPLOYEE AG

NOTE: DO NOT create gradebook columns for your eLab assignments and tests or you will find duplicate columns in your gradebook!

Total Points

Total points specified in eLab for assignments and tests are set as total points in Canvas initially. If you wish to change total points for any assignment or test, make the changes in both eLab and Canvas. If you make a change in just one of the two places, then your students will see different total points and scores within the eLab “begin test” and “results” screens within Canvas.

If the total points are different in eLab and Canvas, then the percentage score achieved in eLab will be applied to the total points set in Canvas to determine the points scored by the student. For example: A quiz in eLab may have 20 points but you may set its’ total points in Canvas as 40. When a student takes this quiz from Canvas and scores 75% correct, she will see 15/20 points and 75% on the results screen coming from eLab. However, when the student views her Canvas gradebook, she will see 30/40 and 75%. To avoid such a confusion, please ensure that you update total points in both eLab and Canvas at the same time.

Changing Student Scores

To change a student's score, make the changes in your Canvas gradebook. Currently, changes made in the eLab gradebook cannot be pushed by you into Canvas. We are working towards building this capability in eLab for you in the future.

Due Dates

Due dates from eLab are not carried into Canvas at the time of resource addition. It is recommended to set due dates in your eLab course only. When a student clicks on a resource link, eLab will display the availability dates on the start page of a test or assignment. That is, if you have due dates set.

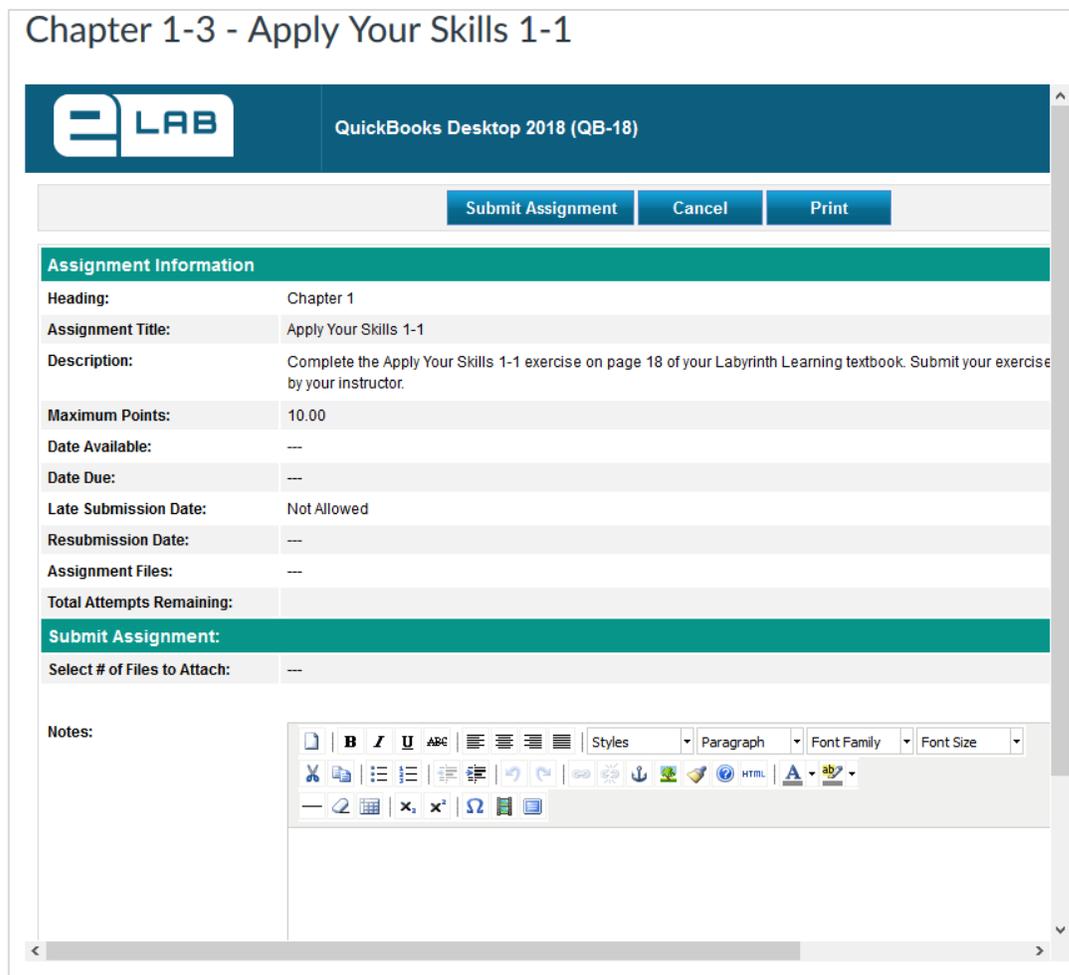
Viewing eLab Resources as a Learner

If you want to see what your students will see in their Canvas course, just follow these steps:

1. Log in to your Canvas account as an instructor and open your course.
2. Navigate to the Modules section with eLab resources and click the desired eLab content link.
3. Click **View as Learner** in the window that appears.



You can now view the added eLab resource from within Canvas exactly as your students do.



Here is an example of an eLab Submit Assignment page.

Student Registration Process

Once your course is ready to go, students will be able to access all eLab resources, such as videos, Guide Me tutorials, WebSims, assignments, and tests, directly from within your Canvas course. This section describes how to instruct students on how to access eLab resources in Canvas. There is also a **Student Registration in Canvas** guide you can download in the LMS Integration section in eLab to add to your Canvas Modules. You can use it as a starting point.

Registering Within Canvas

All students will be accessing the eLab resources from within Canvas only. Students should not be going to the eLab website at all. If you have a Course Code, Course URL, or a link to the eLab homepage listed in your Canvas course, please remove it.

When a student clicks an eLab resource link in the Canvas course for the first time, they will be brought to the Registration page and will be asked to provide an eLab license key or Redemption Code. Students complete the registration one time only.

STUDENT REGISTRATION

First Name:

Last Name:

Email Address:

City:

Licence Key Subscription
 Use 14 Day Full Trial Access.

Redemption code / License Key:

(Note: To get your Redemption Code, first, go to: labyrinthlearning.com/activate, type in your e-mail address and the Activation ID and click on GET REDEMPTION CODE.)

Register Me

After registering the eLab License Key/Redemption Code from within the Canvas course one-time, students can access any eLab resource by clicking on its' link from the Canvas course Modules.

Accessing Non-Graded eLab Content

When a student opens a link to multiple resources (everything chosen from the left-hand window when [adding eLab resources to Canvas](#)), they will see the list of links to the resources from within the Canvas course.

e LAB Payroll Accounting 5th Edition (PA-5e)

Menu

Welcome! On this page you'll find the learning resources that your instructor has selected for your course.

Tips:

- Click the yellow Menu tab to hide/show the navigation bar.
- Click any section title to expand it and see its contents.
- Click the link for a resource to utilize that resource.
- Click the Next button at the bottom of any screen to go to the next resource.

▶ **Chapter 1: Processing a New Employee**

Chapter Objectives

Chapter Overview

Overview Presentation

Learning Resources (Videos)

Processing a New Employee (Overview)

The Fair Labor Standards Act

This window also contains instructions on how to navigate through those resources.

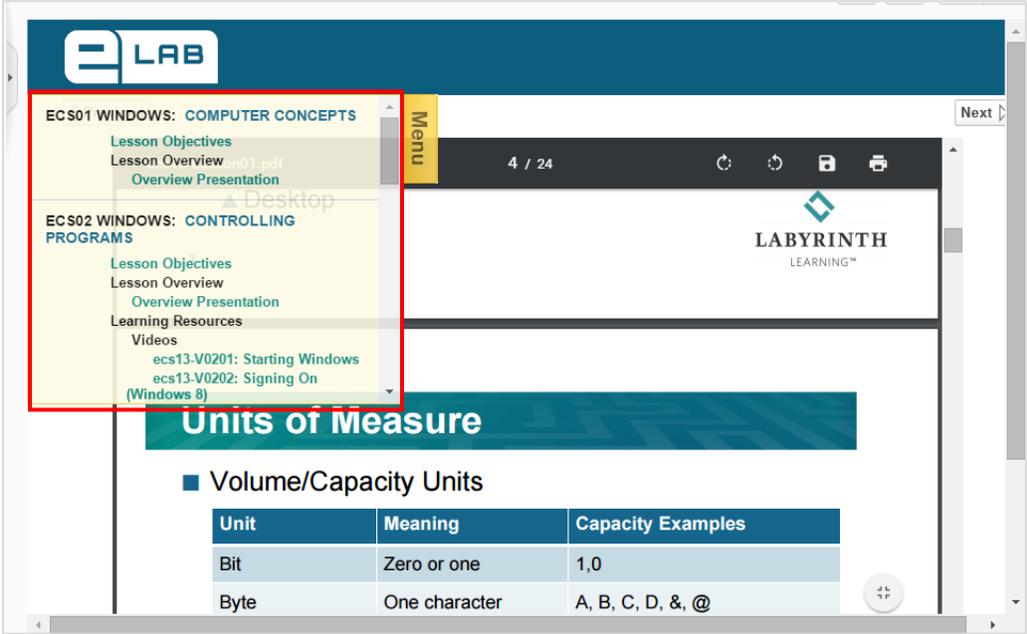
Menu

Welcome! On this page you'll find the learning resources that your instructor has selected for your course.

Tips:

- Click the yellow Menu tab to hide/show the navigation bar.
- Click any section title to expand it and see its contents.
- Click the link for a resource to utilize that resource.
- Click the Next button at the bottom of any screen to go to the next resource.

At any point, students can navigate back to the list of eLab resources by clicking the yellow Menu tab and choosing the desired link.



Accessing Graded Assignments and Tests

eLab assignments and tests appear in Canvas as individual links. A student just needs to click on the assignment or test link to begin completing it.

