Connect Quick Start Guide
Our Implementation Philosophy

At McGraw-Hill Education, we are transforming learning through the powerful integration of content, pedagogy, and technology. Our implementation team is committed to your personalized learning and teaching experience—resulting in a successful course experience for you and, ultimately, your students.
Our Implementation Commitment

1. REAL PEOPLE: Partner with a Team Who Is As Dedicated to Delivering Results As You Are

Partner with a dedicated Implementation team member to ensure a successful implementation experience. Your custom implementation plan will be developed based on your course goals and your desired outcomes—ultimately, driving your students toward better performance.

Have you connected with your dedicated Implementation Consultant? If not, contact your local rep.

2. REAL FLEXIBILITY: Truly Flexible Implementation Services Work for You (Not the Other Way Around)

In addition to real live people, experience a dynamic suite of self-service training options—including Implementation Guides, webinars, videos, and eLearning modules—because everyone learns differently, and we believe in supporting all learners.

Select from a menu of flexible training services that accommodate your schedule, support your needs, and help achieve your goals.

3. REAL LEARNING SCIENCE: Don’t Just Implement Technology—Implement the Power of Learning Science

Created by a team of instructional designers, cognitive psychologists, educational technology experts, professors, and today’s greatest thought leaders in teaching and learning, experience an Implementation Program grounded in a magical intersection—where the science of learning meets the art of teaching. At McGraw-Hill Education, we are transforming learning through the powerful integration of content, pedagogy, and technology.

4. REAL DIRECTION: What Happens Next?

Follow the path of this Implementation Workbook for a personalized training experience. Start with an explanation of our training framework and end with a customized course designed for your students’ success—complete with all the step-by-step help you’ll need along the way.

Let’s get started!
Connect is a learning technology platform designed to improve student learning, enhance the course experience for both students and instructors, and improve the efficiency of course management for instructors.

Connect offers:

✓ One destination for all course content
✓ Assignment and quiz banks
✓ Deep insights into student performance
✓ Recommendations for students on how to improve
✓ Adaptive learning features that customize the student experience

Because Connect is proven to:

✓ Save instructors time
✓ Help students learn more effectively and efficiently
✓ Help students raise grades
✓ Increase engagement in class
✓ Boost retention

*With Connect:

✓ Student Pass Rate increase 10.8%
✓ Student Exam Scores increase 5.7%
✓ Student Attendance Rates increase 18%
✓ Class Retention Rates increase 16.4%

WATCH: Discover the impact of Connect on students.

*Data compiled from independent research studies at higher education institutions.
As a company committed to the science of learning, we know from the great thought leaders in instructional design and teaching and learning theory that a course in higher education is comprised of three core components:

*Promote student engagement and accountability by integrating the right educational technology.*

*Foster student learning by applying sound principles of teaching and learning theory.*

*Lead students through a positive learning experience by establishing course objectives and selecting rich content.*

This representation of course ecology is based on the TPACK (Technological Pedagogical Content Knowledge) model, which states that where the three primary forms of knowledge—content, pedagogy, and technology—intersect, more knowledge can be gained at each intersection than in isolating the primary forms.

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By using the TPACK model as the framework, our training curriculum focuses on each component as defined below.

In summary, the core of this framework requires that all three components are integrated—thoughtfully and harmoniously—in order to achieve the greatest potential for teaching and learning success.

To this end, our implementation curriculum must provide the pedagogical support for selecting specific course content that is effectively delivered via our technology platform.
Module 1: Course Consultation

Learning Objectives:

1) Identify course details
   a) What is your role?
   b) What is the course modality and time frame?
2) Define course goals and learning outcomes
   a) What do you want your students to accomplish in this course?
   b) If unsure, what are your course challenges?
   c) How will you measure your course success?
3) Analyze current syllabus
   a) Do you want to build your course based on your current syllabus or do you want to tweak or re-design your course?
   b) If re-design, consult a McGraw-Hill team member

Identify course details

**What is your role?**

Your role impacts your course build, and therefore, your training path for implementation. In order to personalize your learning experience, please select your instructor role:

<table>
<thead>
<tr>
<th>Q: Will you be making all course content decisions as well as building your own course?</th>
<th>Q: Will you be making course content decisions on behalf of others? Will you be building a master course and sharing it with others?</th>
<th>Q: Will you be receiving a course from a course lead or coordinator?</th>
</tr>
</thead>
<tbody>
<tr>
<td>I will need access to all sections for reporting purposes.</td>
<td>I will NOT need to access others’ sections.</td>
<td>I will be making course decisions based on the included preloaded content.</td>
</tr>
<tr>
<td>I will not be making course decisions. The content will be preloaded.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Again, to personalize your training experience, it is best to partner with your dedicated Implementation team member. Otherwise, please consider the following course details:

| Q: Are your courses face-to-face, blended, hybrid and/or online? | Did you know that we have a team of peer Digital Faculty Consultants who can provide best practices for different course modes? Your dedicated Implementation team member can connect you with premium services. |
| Q: How many sections will you have? Do you want consistency across sections? | Did you know that if you create a complete section, you can replicate that section—cutting down on course prep time? Your dedicated Implementation team member can provide a course check to assist with quality assurance. |
| Q: How many weeks is your course? | Did you know we have sample syllabi for all types of courses—including many different course lengths? Your dedicated Implementation team member can provide you with sample syllabi that most closely align with your course. |
| Q: Are you using an LMS? | Does your institution use an LMS? Did you know that you can integrate your Connect course into your LMS? Did you know that doing so results in a different student access workflow? Your dedicated Implementation team member can provide you with LMS-specific support resources. |

**Define course goals and learning outcomes**

What do you want your students to accomplish in this course?

Defining your course goals prior to building your course will provide the framework for content selection.

| Student Performance | • Lack of student engagement  
|                     | • Poor performing students  
|                     | • Low attendance  
|                     | • High drop rates |
| Content | • Lack of personalized learning opportunities  
|         | • Difficulty with deploying engaging content  
|         | • Difficulty with finding supplemental content for currency |
| Grading | • Time investment  
|         | • Process for providing credit for effort |
| Time | • Inadequate time to cover content |
How will you measure your course success?

| Quantitative data, such as: | • Comparison of grades between sections or from previous semesters?  
|                            | • Comparison of time on task?  
|                            | • Comparison of grades throughout the term?  
| Qualitative data, such as: | • Student feedback?  
|                            | • Instructor evaluations?  
|                            | • Active engagement during class? |

Analyze current syllabus

Do you want to create an implementation plan based on your current syllabus?

-OR-

Do you want to tweak or re-design your course?

I want to create an implementation plan based on my current syllabus.

1) Before we get started with your syllabus, let’s first explore how Connect benefits instructors.

Because Connect provides immediate feedback and automatically grades students’ assignments, instructors are no longer burdened by these administrative tasks, and can focus almost exclusively on teaching. On average, instructors reduced their time spent grading by 77 percent\(^1\). A majority of the instructors used this additional time to prepare and refine lessons, spend one-on-one time with students, and cover more in-depth, higher level concepts and critical material in class.

**Case Study:**
During his time at Franklin University in Columbus, Ohio, Professor David Welch recovered the equivalent of two weeks of lecture time by having his students complete tests outside of class using Connect. This allowed Professor Welch to spend significantly more time on teaching new concepts and required course material versus administering tests and reviewing homework assignments. In fact, his time spent teaching new concepts had more than doubled since using Connect.

To review Professor Welch’s case study, click [here].

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\(^1\) Et al. Digital Course Solution Improves Student Success and Increases Instructor Efficiency, Case Studies
2) Next, let’s take a look at your syllabus. What is the current composition of your course?

*Example:*

<table>
<thead>
<tr>
<th>Participation</th>
<th>10%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reports</td>
<td>25%</td>
</tr>
<tr>
<td>Weekly Quizzes</td>
<td>25%</td>
</tr>
<tr>
<td>Midterm</td>
<td>20%</td>
</tr>
<tr>
<td>Final</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Course Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Using this course composition illustration as an example, this instructor might choose to use Connect for participation and weekly quizzes.

As this instructor progresses to **Module 3—Building Course and Assignments**, one of her course goals may be to select content that not only aligns with her learning objectives but also accounts for participation and weekly quizzes.

3) After analyzing your syllabus, where can you gain efficiency and productivity by using Connect?

Make note and re-visit this answer as you explore Connect content in **Module 3—Building Course and Assignments**.

4) Lastly, what are the learning objectives for your course as identified on your syllabus?

As you explore Connect content in **Module 3—Building Course and Assignments**, remember to select content that supports your personal course goals. For example, you may choose to create quizzes with questions that are tied to course learning objectives.

*I want to completely redesign my course.*

*If you want to redesign your course—or you just want to discuss redesigning your course, please contact your local Learning Technology Specialist, who will connect you with a peer Digital Faculty Consultant or an Implementation team member. We will provide you with an educational partner who can help your strategically redesign your course from start to finish.*
Module 2: Basics of Connect

Learning Objectives:

1) Log in to Connect account
2) Create a new course with one or more sections
   a) Set registration dates
   b) Edit course/section details
3) Explore basic navigation and content
   a) Upload a syllabus and instructor details
   b) Locate student roster
   c) Locate assignable content
   d) Employ the power of LearnSmart/SmartBook
   e) Locate Tegrity
   f) Locate reports
   g) Access instructor resources

Visit the Digital Success Academy – Connect Training Series

Or click on a direct link below:

- Video: Basics of Connect
- Webex: Basics of Connect
- PDF: Basics of Connect
Login to Connect in two easy steps:

1) Go to Connect at connect.mheducation.com.
2) Sign in by entering your Connect credentials (email address and password.)

Your local Learning Technology Representative will provide you with a login and password. (To locate your local rep, click here.)
Explore basic navigation and content

In this module, Basics of Connect, we’ll explore basic course navigation, including how to:

1. Access instructor resources in the Library
2. Locate reports
3. Locate assignable content
4. Upload a photo, email address, and office hours
5. Locate student roster
6. Upload a syllabus
7. Employ the power of LearnSmart/SmartBook
8. Locate Tegrity
Three tabs on the section home page

The Connect section home page has three tabs:

1) **Home** page

2) **Library**: additional course resources (links for the question bank, lectures, instructor resources, media resources [audio/video], and more)

3) **Performance**: view student results and run reports

Any additional media resources available such as PowerPoint presentations will be found in the Library under **instructor resources** on the resource menu.

Let’s review!

You have completed Modules 1 and 2.

Below are action items that need to be done as well as items to consider before completing your section build:

- Do you have a Connect account?
- Do you know how to log into your account?
- Do you have a course in your account yet?
- Do you need to make any modifications to course or section titles, section URLs or time zone settings?
- Do you know where to access Instructor Resources?
Module 3: Building Course and Assignments

Learning Objectives:

1) Review course goals and learning outcomes
2) Understand section Share and Copy functionality
3) Review LearnSmart/SmartBook role and best practices
4) Select course content mapped to course goals
5) Create and assign content
   a) Create assignment using question bank
   b) Edit assignments
   c) Manage and organize assignments
   e) Duplicate section
   f) Importance of policy-setting

Visit the Digital Success Academy – Connect Training Series

Or click on a direct link below:

- Video: Building Courses & Assignments
- Video: Course Management
- Webex: Building Courses & Assignments
- PDF: Building Courses & Assignments
Module 4: Class Start Readiness

Learning Objectives:

1) If applicable, link course with LMS
2) Protocol for student support
3) Access First Day of Class presentation materials
4) Review course readiness checklist
5) Locate support resources
   a) Utilize Connect Success Academy
   b) Join the Community
   c) Contact Customer Experience

Visit the Digital Success Academy – Connect Training Series

Or click on a direct link below:

- Video: Class Start Readiness
- Webex: Class Start Readiness
- PDF: Class Start Readiness

Learning Management System Integration Webex:

Blackboard
D2L
Canvas
Moodle
Module 5: Reports

Learning Objectives:

1) Understand the different types of Connect reports
   a) View section data
   b) View assignment data
   c) View student data
   d) Examine item analysis data
   e) Identify course trends
   f) Use various report combinations based on objective
2) Utilize LearnSmart/SmartBook reports
   a) Use various report combinations based on objective
   b) Identify course trends
3) Utilize Insight reporting tool

**IMPORTANT:** This module provides comprehensive training regarding reporting and course data. We recommend waiting until you have course data—typically a couple of weeks into the semester—to engage in this training. Your course data will provide helpful context.

Visit the Digital Success Academy – Connect Training Series

Or click on a direct link below:

- Video: Reports
- Webex: Reports & Course Data
- PDF: Reports
Module 6: Ongoing Support and Training

Learning Objectives:

1) Remain connected to your Implementation team
2) Engage in additional special topic training
3) Reuse your course for a new term
4) Review where to locate support resources

Visit the Digital Success Academy – Connect Training Series

Or click on a direct link below:

- Video: Ongoing Support & Training
- Webex: Reuse a Course for the Next Term
- PDF: Ongoing Support & Training
Remain connected to your implementation team

Remember... you are not alone! As a part of our commitment to effective implementation, please remember that you have a dedicated Implementation team member who will partner with you to assist with your course throughout the semester. If you’d like to utilize this service, please contact your local Learning Technology Representative to connect with your Implementation team.

Additionally, your dedicated Implementation team member can help you review your course experience at the end of the semester. You may choose to add new features or tweak your implementation plan based on your experience.

Engage in additional special topic training

Not only does your Implementation team provide training and implementation services, but our product and marketing teams provide opportunities for special topic and professional development webinars. We’ll keep you informed via email, but we also post opportunities here:

McGraw-Hill Higher Education Webinar Schedule by Discipline

Engage in discussions focused on classroom strategies, teaching methods, and uses of technology to achieve success in student learning. To join, select your area of interest or discipline group below, choose an event from the list, and complete the registration form.

Reuse your course for a new term

Need instructions on how to effectively and efficiently reuse your course for a new term?

WATCH: Learn how to reuse your Connect section for a new term.