

# IMPORTING INTO GOOGLE CLASSROOM

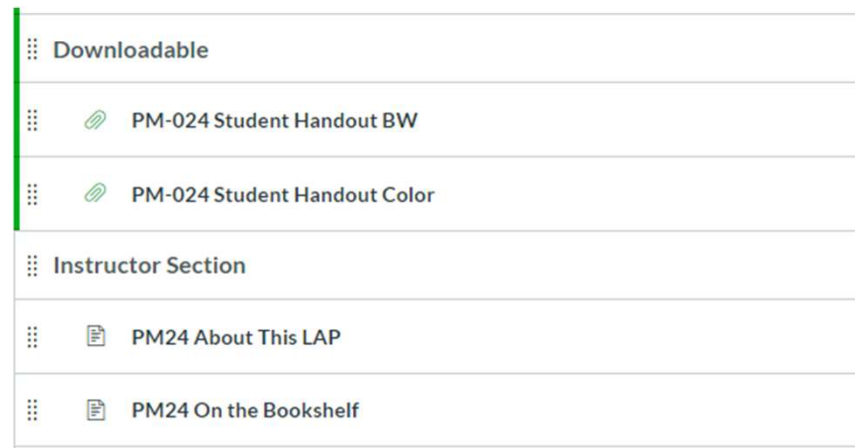
# Importing into Google Classroom

- An entire course cannot be imported from Canvas into Google Classroom
- Content that can be imported includes Word, PDF and PPT file formats.

# Importing into Google Classroom

## Option One:

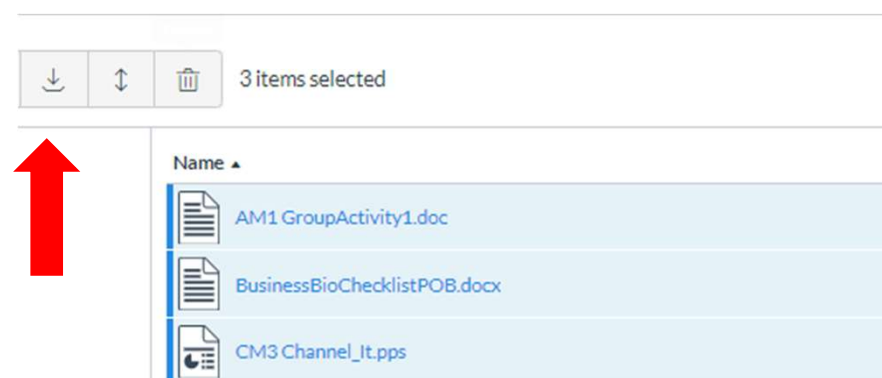
- Login to the MBA Learning Center
- Create your course in Canvas
- Add yourself as teacher for the course
- Import LAPs into your course from the Commons section
- Locate the Downloadable and Instructor Section Modules of the LAPs
- Download files and then upload into Google Classroom



# Importing into Google Classroom

## Option Two:

- Login to the MBA Learning Center
- Create your course in Canvas
- Add yourself as teacher for the course
- Import LAPs into your course from the Commons section
- Click the **Files** link on your course navigation menu
- Click the first file, then the CTRL key (for PC) and click the other files you want to select to download
- Select Download files and then upload those files into Google Classroom



# Importing into Google Classroom

## Option Three:

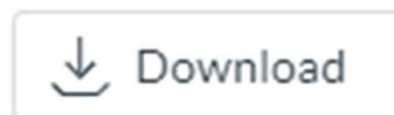
- Login to the MBA Learning Center
- Go to the Commons and select the LAP to download
- Click the **Import/Download** button

The screenshot shows the 'PM-003 Mix and Match (The Nature of the Product Mix)' module page. The page has tabs for 'Preview', 'Details', and 'Version notes'. Below the tabs, there is a list of modules and assignments. A red arrow points to the 'Import/Download' button, which is labeled '3.87 MB - IMS Common Cartridge File (.imsc)'.

# Importing into Google Classroom

## Option Three:

- Instead of importing into a Canvas Course, select
- File downloads as a .zip file
- Once downloaded, extract the .zip file
- Open the **Web Resources** folder in the extracted file
- The files located in the **Web Resources** folder are files that you can upload into Google Classroom





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## Learning Center FAQ

Print Email

### General

- What is Canvas?
- What browser should I use with the Learning Center?
- How do I set up my Learning Center account?
- How do I renew my Learning Center account?
- Can the MBA Learning Center be used with a screen reader?
- How do I use the Calendar in Canvas?
- How do I utilize the Canvas Community?
- How do I use Canvas on my mobile device?
- Tips for using the Canvas Dashboard in a web browser vs the Teacher Mobile App
- How can I use the Learning Center to prepare for competition?
- How do students collaborate using the Learning Center?
- How do I use the Conferences feature in the Learning Center?
- What should I do at the end of each term?

### Assignments/Quizzes

# Need Help with The Learning Center?

Visit the FAQ section on the Learning Center

- Go to [mbaresearch.org](http://mbaresearch.org)
- Select Learning Center under Quick Links
- Select FAQ under Already signed up?