

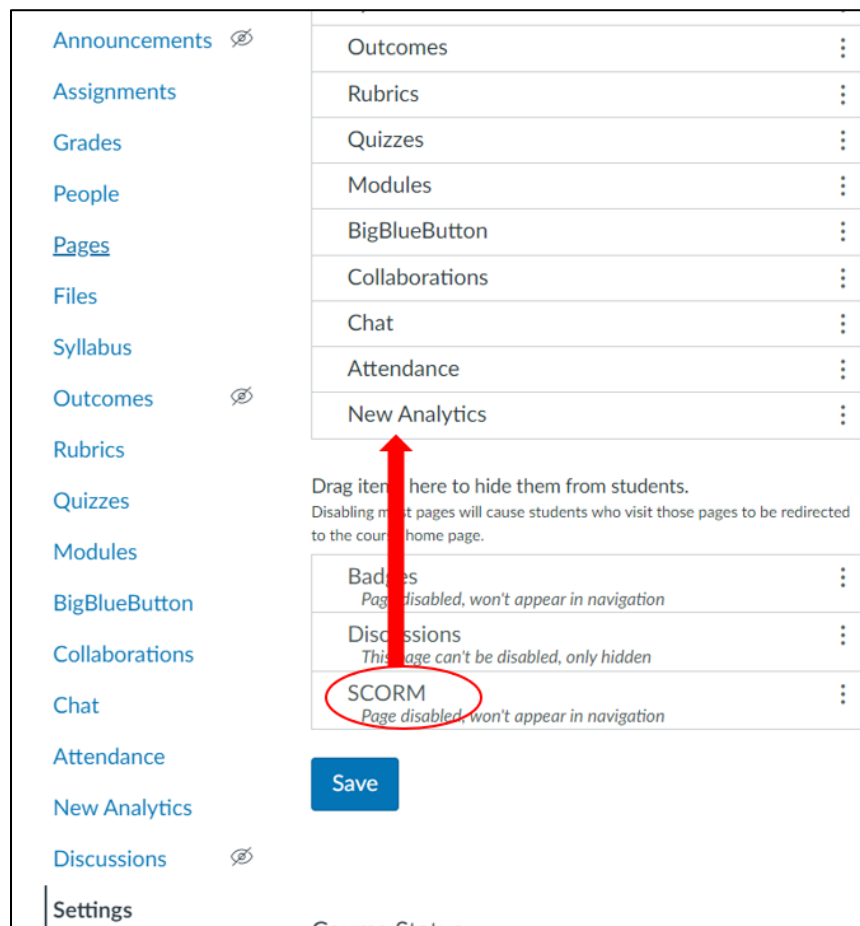
Use Articulate Rise Lessons in another Canvas

MBA Research's [Articulate Rise Lessons](#) utilize the Canvas LTI tool called [SCORM](#). To use the Articulate Rise Lessons in your school's Canvas, **the SCORM LTI must be enabled in your school's Canvas**. The Canvas Course Import process does not automatically load the SCORM content when a Course (or LAP) containing SCORM is imported into another Canvas. Therefore, follow the steps below to get the SCORM files imported into your school's Canvas and to get the Articulate Rise Lessons to load properly in your school's Canvas.

Part I: Enable SCORM LTI in your school's Canvas. (Skip this step if your Canvas already has the LTI tool). The SCORM LTI must be enabled in External Apps at the account level before it can be used in courses. Contact your school's Canvas administrator for help with this. If you are the administrator, please contact your Canvas Customer Success Manager for assistance.

Part II: Enable the SCORM link. Once the SCORM LTI tool is enabled in your school's Canvas, the SCORM link will appear in the course navigation menu. If you do not see the SCORM link, go to the Course **Settings**, select the **Navigation** tab, then drag **SCORM** to the list of visible links, then click **Save**.

Note: Even though it is placed in course navigation, the SCORM link will not be visible to students.



Announcements	Outcomes
Assignments	Rubrics
Grades	Quizzes
People	Modules
Pages	BigBlueButton
Files	Collaborations
Syllabus	Chat
Outcomes	Attendance
Rubrics	New Analytics
Quizzes	Badges
Modules	Discussions
BigBlueButton	SCORM
Collaborations	
Chat	
Attendance	
New Analytics	
Discussions	
Settings	

Drag items here to hide them from students.
Disabling most pages will cause students who visit those pages to be redirected to the course home page.

Badges
Page disabled, won't appear in navigation

Discussions
This page can't be disabled, only hidden

SCORM
Page disabled, won't appear in navigation

Save

Part III: Import the SCORM Packages and Publish the Assignments.

Complete Part I and Part II before proceeding with these steps.

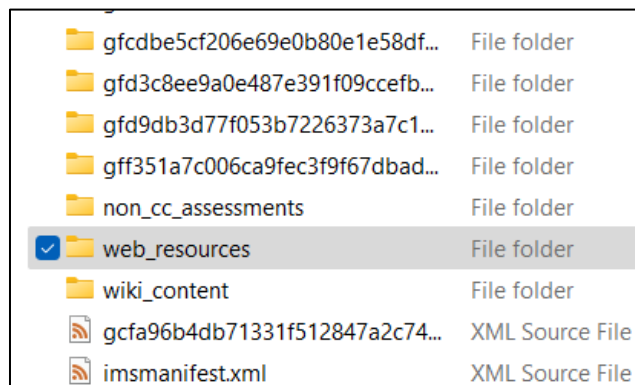
Note: Additionally, before proceeding you must have a download file on your computer of the Course or LAP exported from MBA’s Canvas. Also, you must import the Course or LAP into your school’s Canvas. If you are not sure how to move content from MBA Canvas to your school’s Canvas or how to generate the download file, see [this FAQ](#).

Section 1: To Access the SCORM files

Choose #1 or # 2 below based on whether you are working with individual LAPs or using a Learning Center Course Guide preloaded course

1. **For Individual LAPs:** If you have not done so already, contact MBA Research at helpme@mbaresearch.org to request the SCORM files for the individual LAPs that you need.
 - a. Once MBA Research provides the SCORM files, download and save the folder to your computer. Then extract (unzip) the files from the SCORM folder.

Note: You should have .zip files in the extracted folder. Each of the zip files within the SCORM folder contains the content needed for a single Rise Lesson. The filename is the LAP number associated with the Rise Lesson, plus the lesson title.
 - b. CONTINUE to **Section 2: Import the SCORM files into your school’s Canvas Course**
2. **For Preloaded Courses:**
 - a. From your computer, open the course file that was exported from MBA’s Canvas (if the file has a “. imsc” extension, change it to “.zip” so you can treat it as a zip file).
 - b. Find and open the **web_resources** folder in the course zip folder.



- c. Copy the SCORM folder (it should say **SCORM_SomeName.zip**) and paste it to another location on your computer (choose a location outside of the current course zip folder).

course_image	File folder
DO NOT DELETE	File folder
Unit 1: Understanding Ethics	File folder
Unit 2: The Business Environment	File folder
Unit 5: Business Activities	File folder
Unit 6: Employee Rights & Resp...	File folder
Unit 7: Finding and Getting a Job	File folder
COURSE GUIDE_Bus Mktg Ess 20...	Microsoft Word Document
SCORM_Business and Marketing...	Compressed (zipped) Fol...

Tip: You can also find the SCORM folder in your MBA Canvas Course: go to the **Files** section of the course and download the SCORM file (it should say **SCORM_SomeName.zip**). To Download: hover over the file title, click the 3-dot menu that appears to the right of the title, then click Download.

Name	Date Created	Date Modified	Modified By	Size
COURSE GUIDE_Bus Mktg Ess 2021 FINAL.docx	Jan 3, 2022	Jan 3, 2022		990 KB
course_image	Jan 3, 2022			--
DO NOT DELETE	Jan 3, 2022			--
SCORM_Business and Marketing Essentials.zip	Jan 3, 2022	Jan 3, 2022		115.8 MB
Unit 1: Understanding Ethics	Jan 3, 2022			--

- d. **Extract (unzip) the contents of the SCORM folder.** The extracted folder will contain another folder with many zip files, DO NOT unzip those files (they are the SCORM packages).

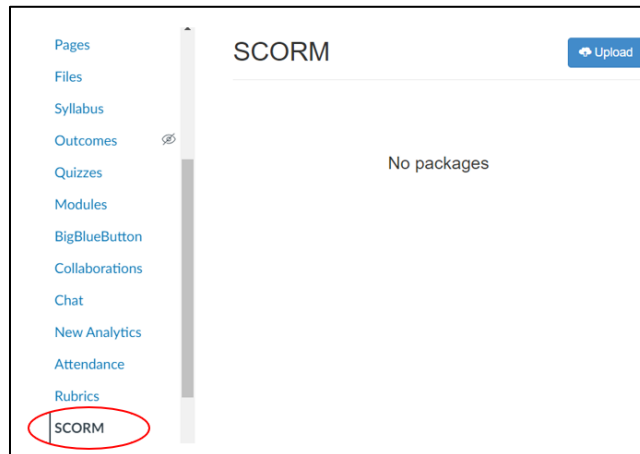
Name	Status	Date modified	Type	Size
cr-003-are-you-positive-a-scorm12-8...	🔄	8/10/2022 1:28 PM	Compressed (zipp...	1,6
cr-003-stay-positive-b-scorm12-lle4j7...	🔄	8/10/2022 1:28 PM	Compressed (zipp...	1,6
ec-002-how-much-is-enough-a-scorm...	🔄	8/10/2022 1:28 PM	Compressed (zipp...	1,9
ec-002-more-than-enough-b-scorm12...	🔄	8/10/2022 1:28 PM	Compressed (zipp...	1,9
ec-003-what-might-happen-a-scorm1...	🔄	8/10/2022 1:28 PM	Compressed (zipp...	1,6
ec-003-worth-the-risk-b-scorm12-d4t...	🔄	8/10/2022 1:28 PM	Compressed (zipp...	1,6
ec-011-how-much-do-they-want-a-sc...	🔄	8/10/2022 1:28 PM	Compressed (zipp...	1,7
ec-011-what-makes-the-difference-b-...	🔄	8/10/2022 1:28 PM	Compressed (zipp...	1,6

Note: Each of the zip files within the SCORM folder contains the content needed for a single Rise Lesson. The filename is the LAP number associated with the Rise Lesson, plus the lesson title.

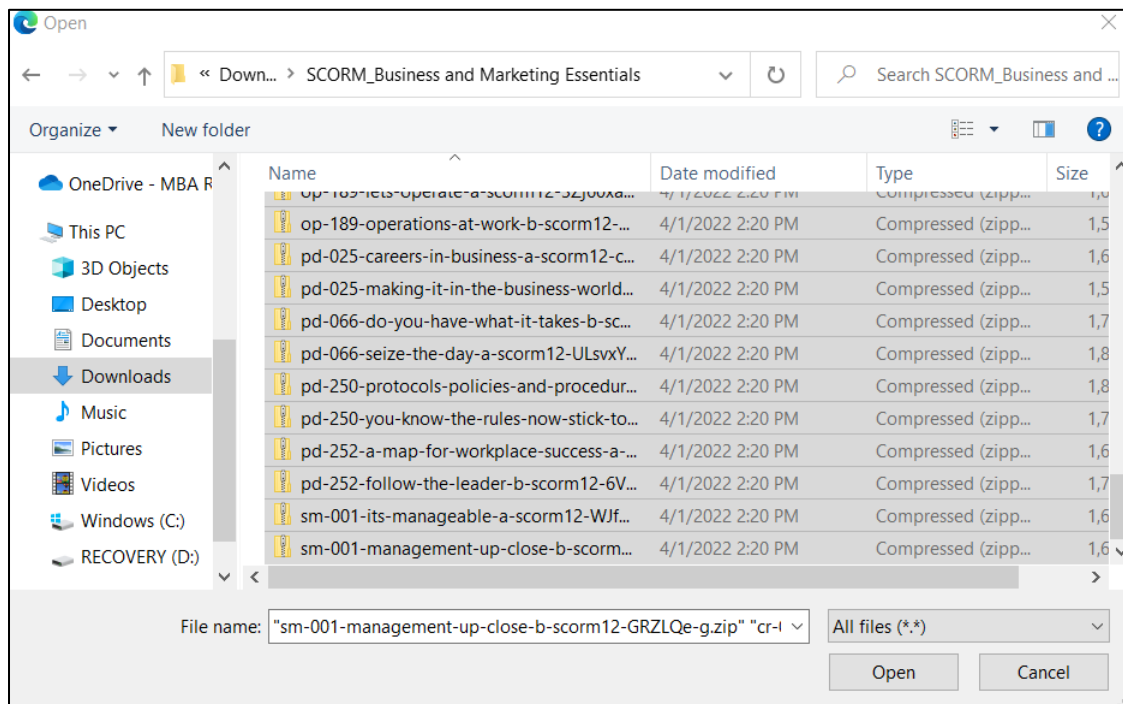
Section 2: Import the SCORM files into your school's Canvas Course

 **THE FOLLOWING STEPS MUST BE COMPLETED IN YOUR SCHOOL'S CANVAS**

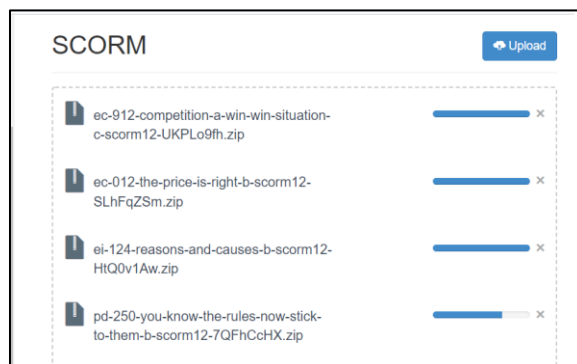
1. Open your course in your school's Canvas, click the **SCORM** link in the course navigation menu. Then click **Upload**.



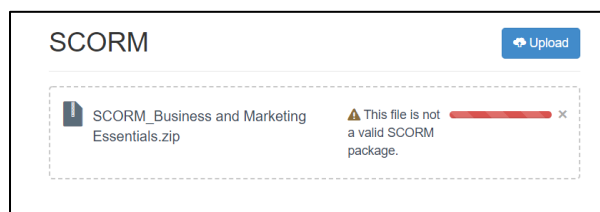
2. Browse your computer to find the extracted (unzipped) SCORM folder (this is the folder from Section 1 steps). Open the folder, select all the files in the folder and click **Open**.



- The upload process will begin and may take a few minutes depending on the number of SCORM packages.

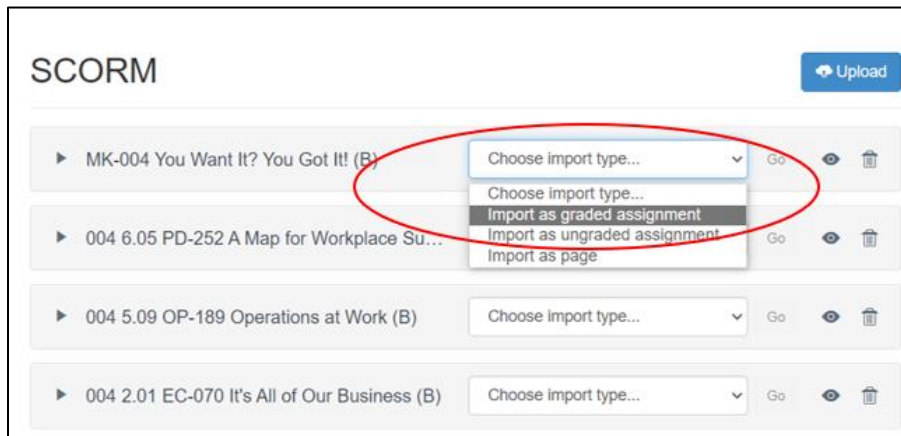


Note: If you see an error during the upload, then perhaps you did not extract (unzip) the SCORM folder, or you are using a file that is not a SCORM package (review the steps in Section 1 on how to access the files). Click the X next to the progress bar to dismiss any errors.



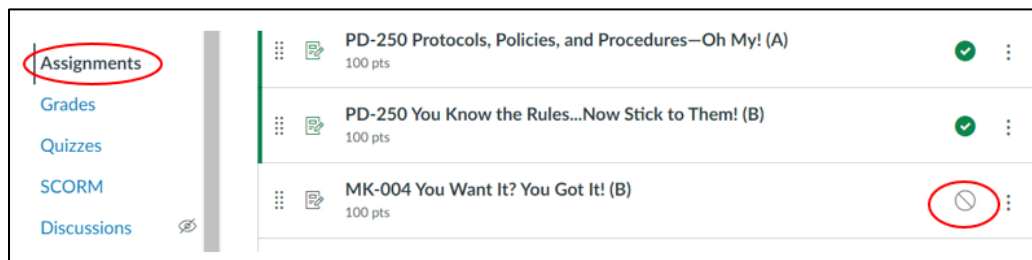
- Once the upload process is complete, import the SCORM package into the course. Click the **Choose Import Type** menu. Click the **Import as graded assignment** option. Then click the **Go** button. Repeat this step for the all the SCORM packages (this must be done one at a time, there is no bulk import option).

Tip: The preloaded courses have many SCORM packages to import, if you need to teach a specific Rise Lesson (LAP) immediately, start with the import of that SCORM package first. Then return to the SCORM screen later to import the other packages when convenient. Use keyboard shortcut Ctrl + F (or Command-F for Mac users) to search for a particular LAP on the SCORM page by LAP number.



Note: The import type selected is permanent and cannot be changed in Canvas. If a SCORM package is imported as an ungraded assignment, the assignment is not worth points, the assignment is not added to the gradebook, and students cannot earn a grade for the assignment. If you want to change the import type for an assignment, you will need to upload again the SCORM package for that assignment.

5. **Publish the assignment.** In course navigation menu, click **Assignments**. Find the Rise Lesson that was imported. Click the unpublish icon to the right of the assignment title. The icon will change to a green checkmark to show that it is published. Repeat this step for the other imported Rise Lessons.




6. Click on the assignment name to make sure you can open it and it loads properly (see Troubleshooting Section below if needed).
7. ● STOP HERE if you are working with Individual LAPs. CONTINUE TO PART IV if you are working with a preloaded course.

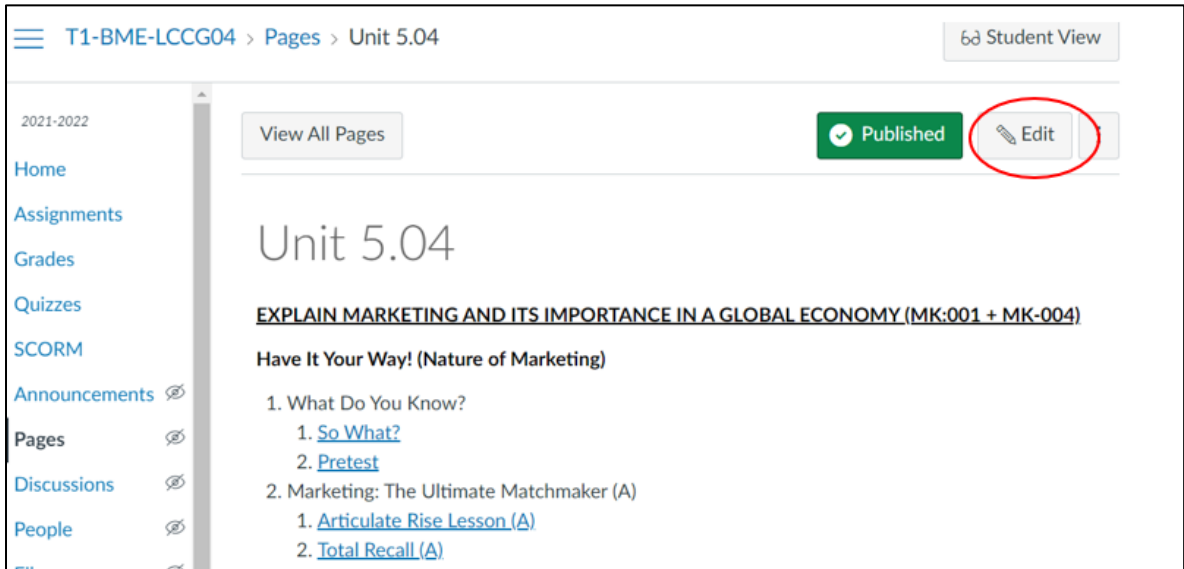
Part IV: Update the Articulate Rise Lesson Links on the Student Unit Page (Preloaded Courses Only)

Complete these steps if you are using a Learning Center Course Guide preloaded course which has links to the Rise Lessons on Student Unit Pages.

1. Navigate to the Student Unit Page (use the method you prefer)
 - a. Method 1: from the course navigation menu, click **Home**, select the Unit number, then select the LAP title
 - b. Method 2: from the course navigation menu, click **Modules**, click **Collapse All**, find and expand the Unit module, click the “Unit # Student Lessons” page, then select the LAP title
 - c. Method 3: from the course navigation menu, click **Pages**, click **View All Pages**, scroll to find the Unit page (labeled as “Unit #.#”)

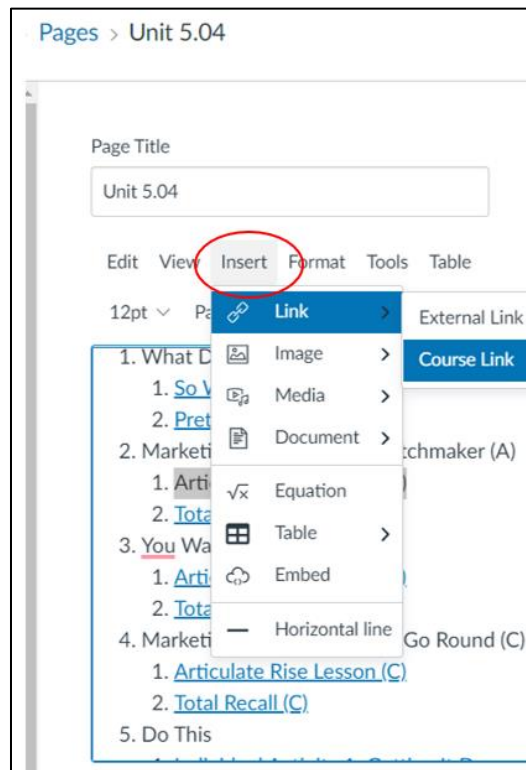
 **Tip:** The Rise Lessons corresponds to the LAPs. If you are not sure which unit a LAP belongs to, see the Sequence of Instruction guide. Find it under **Modules**, then see the **Instructional Guide** module, and select **Sequence of Instruction**.

2. On the Student Unit Page, click **Edit**.

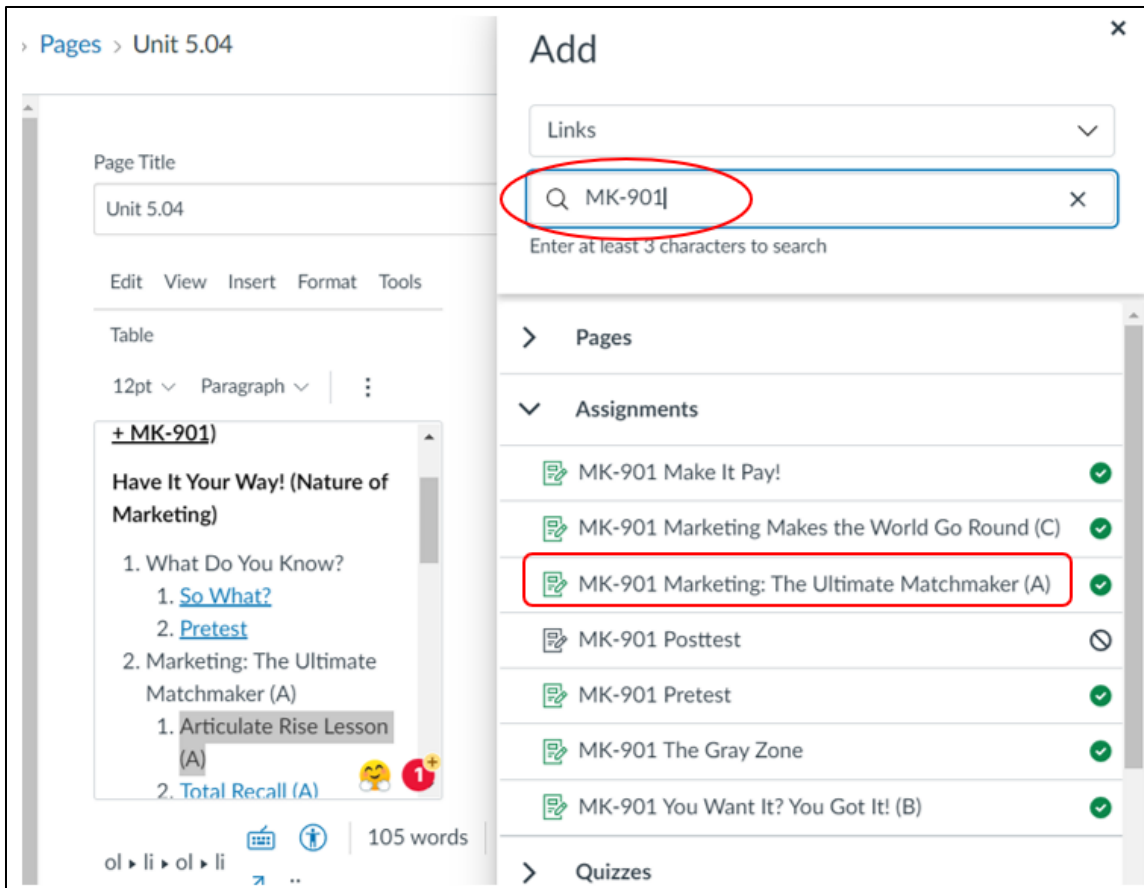


The screenshot shows a course page for 'T1-BME-LCCG04 > Pages > Unit 5.04'. The page title is 'Unit 5.04' and the content is 'EXPLAIN MARKETING AND ITS IMPORTANCE IN A GLOBAL ECONOMY (MK:001 + MK-004)'. The page is titled 'Have It Your Way! (Nature of Marketing)'. The content includes a list of lessons: 1. What Do You Know? (with sub-lessons 'So What?' and 'Pretest'), and 2. Marketing: The Ultimate Matchmaker (A) (with sub-lessons 'Articulate Rise Lesson (A)' and 'Total Recall (A)'). The 'Edit' button is circled in red.

3. Click the Articulate Rise Lesson you want to update. Then click **Remove Link**. With the lesson text highlighted, from the Editor toolbar: click **Insert**, select **Link**, select **Course Link**.

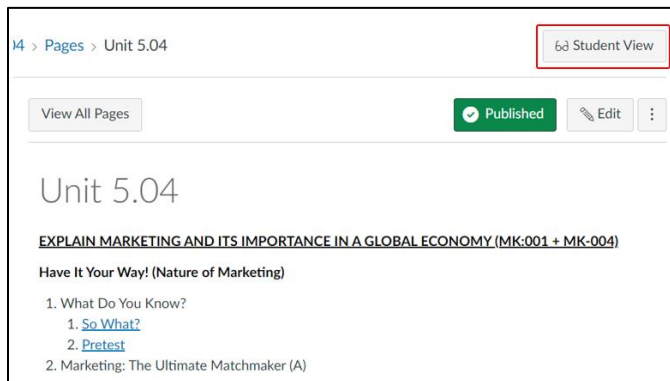


4. A pop-up window appears to the right for you to **Add** a link. Use this window to select the linked content: Type the LAP number into the search field, then click the arrow icon next to **Assignments**. Find the appropriate Articulate Rise Lesson and click the name of the assignment to link it in the Editor window.



Note: This step may vary slightly depending on whether or not your school's Canvas uses the updated RCE Toolbar. See Canvas instructions [here](#).

5. Repeat step 3 for other Articulate Rise Lessons in the unit that needs update. Then click **Save**. After saving click the link to make sure it opens to the intended assignment.
6. **Check that all updated links will work for students:** From the unit page, click the **Student View** button. Then click the Articulate Rise Lesson link. If the lesson opens correctly, you are all set! Be sure to **Leave Student View**.



Troubleshooting Tips:

1. The SCORM LTI tool must be installed in your school's Canvas in order to use the MBA Research Articulate Rise Lessons in that Canvas. Your Canvas administrator needs to contact their Canvas Customer Success Manager for assistance with installing the SCORM LTI (see Part I).
2. When you click on an Articulate Rise Lesson, you get error "The page you are looking for doesn't exist." This means you do not have a SCORM file associated with that assignment. Review Part I thru Part III of these instructions to import SCORM content.
3. In "Student View" (or your students) get "Access Denied" error, then the Articulate Rise Lesson is likely unpublished. Go to the **Assignments** page and publish the assignment (see Part III).
4. If you get "Page Not Found" error when you click on an Articulate Rise Lesson link, then the link is not correct in the unit page. Be sure to link the assignments properly as shown in Part IV.