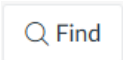
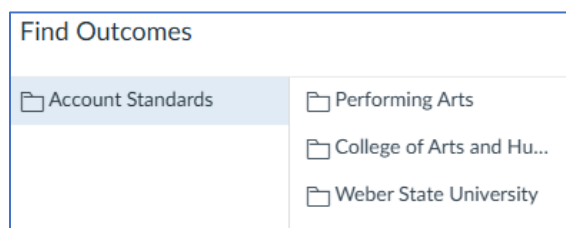
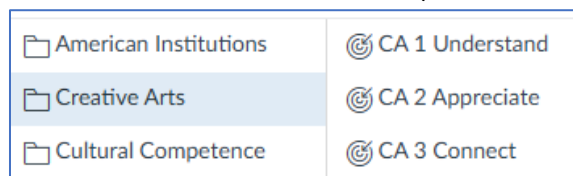


Importing and Using Canvas Outcomes in Your Course

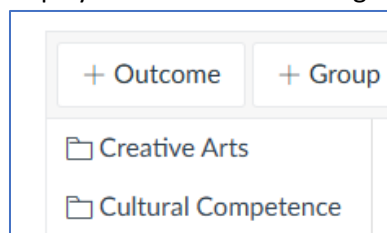
- 1) Import the relevant program and/or Gen Ed outcomes into your Canvas course
 - a. Select 'Outcomes' from the left-hand navigation bar
 - b. Select the  button
 - c. From the "Find Outcomes" box, navigate through Account Standards to Weber State University (for all Gen Ed outcomes except Composition) or to your department



- d. For Gen Ed outcomes locate and select the folder labeled "Gen Ed ALOs"
 - e. Select the desired attribute folder (Creative Arts example)



- f. Select the  button
(note – you can import an entire folder or individual outcomes)
 - g. Repeat this process until all desired outcomes have been imported. Your Outcomes display should look something like this:



- h. Canvas outcomes are now available to use in your course in a variety of ways.

2) Using Canvas Outcomes for Assessment

a. Include outcomes in a rubric aligned to an assignment

- i. Create your assignment as you normally do; save the assignment

- ii. Select the  Rubric at the bottom of the assignment

- iii. The rubric can be created from criteria you add, specific to the assignment, as well as criteria you have previously imported. Select + Criterion to add your own and select Find Outcome to pull in imported outcomes:

 [Criterion](#)  [Find Outcome](#)

- iv. When the “Find Outcome” option is selected you will see a dialog box that includes all of the outcomes you have imported. Select the specific outcome (these must be included one at a time) you need. Please note the tiny blue box that is checked by default:

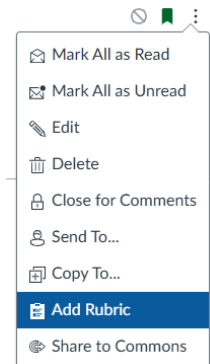
☒ Use this criterion for scoring
Calculation Method: Highest Score

If you would like the score from this outcome to be included in the overall grade for the assignment, keep that box checked. If you do not want the evaluation of that outcome to impact the score, then uncheck the box. Select “Import”.

- v. Continue to add new or imported criteria, then name and save your rubric.
- vi. When you use SpeedGrader to assess student work, please be sure to select the appropriate rating on the grading rubric. That step generates the data point(s) that is used for assessment.

b. Include outcomes in a rubric aligned to a discussion

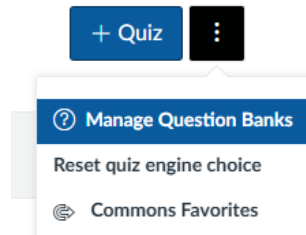
- i. Create and save your discussion.
- ii. Select the ellipsis at the far right of the discussion and select the ‘Add Rubric’ option:



- iii. A rubric can be added in a way similar to adding one to an assignment.

c. Aligning outcomes to Classic Quizzes question banks

- i. Classic quizzes can be created from individual questions as well as question banks.
- ii. Outcomes can be aligned to Classic Quiz question banks only (not individual questions).
- iii. To create a question bank, select Quizzes from the left-hand navigation bar, then select the three ellipsis at the far right and select 'Manage Question Banks':



- iv. Create your question bank – with or without questions at this point.
- v. Select the question bank and align the appropriate outcomes to the bank by selecting  Align Outcomes .

- vi. Select the outcome and review the desired mastery level. By default, you will see:

Set mastery for any score at or above

60	%
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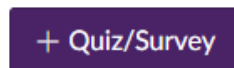
Must be between 1 and 100

You are welcome to establish a different level of mastery. Once updated, select 'Import'.

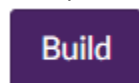
- vii. Additional outcomes can be aligned to the question bank; please be sure all questions in the bank align to all outcomes selected and are of similar rigor if the bank is being used to draw random sets of questions.

d. Aligning outcomes to New Quizzes – quiz or question-level

- i. With the 'quizzes' option selected from the left-side navigation bar, select add survey:



- ii. Set up the quiz as needed and select build:



- iii. Add questions as needed by selecting the



- iv. After developing the question, scroll to the bottom of the question and select “Align to Outcomes”:

> Align to Outcomes(0)

- v. You will be prompted to “Browse and add outcomes” – selecting that prompt will open a window displaying all outcomes previously imported into the course. Check the box in front of the needed outcomes, then select:

Confirm Alignments

- e. It is also possible to align outcomes to an entire quiz. Please be careful with this alignment; you must ensure that all questions contained in the quiz align to the outcome or outcomes you select at the quiz level.