



ALA 225 > ALA 225



Home



Announcements



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences

Collaborations

Chat

U-M Course Manager

Media Gallery

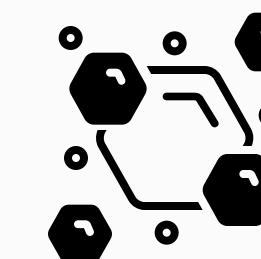
TEST Media Gallery

TEST My Media

New Analytics

Canvas Course Manager

ALA225 001 SU 2020



Merge Sections

Combine sections taught by yourself or others into one Canvas site for easier management



Gradebook Tools

Trim the gradebook from Canvas, or trim the gradebook from a third party to correct format



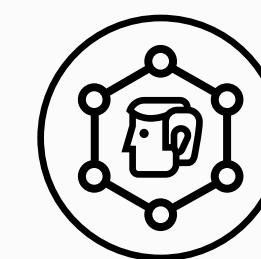
Add UM Users

Add UM users to your available sections



Add Non-UM Users

Enroll non-UM users to your available sections



Add Sections/Groups

Add sections, groups through csv files into your own course.



☰ ALA 225 > ALA 225



Home



Announcements



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences



Collaborations



Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics

Home > Gradebook tools



Convert Canvas gradebook



Convert a third party gradebook

Upload your csv file



BROWSE FILES



ALA 225 > ALA 225



Home



Announcements



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences



Collaborations



Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics

Home > Gradebook tools



Convert Canvas gradebook



Convert a third party gradebook

Upload your csv file



Your file needs to include
grade letter (A-E)

Change your grading scheme in settings

BROWSE FILES AGAIN

Change your setting of
Apply Grading Scheme





office hours

Settings

Language:

Not set (user-configurable, defaults to English (US))

This will override any user/system language preferences. This is only recommended for foreign language courses

File Storage:

12000 megabytes

Large Course:

 Launch SpeedGrader Filtered by Student Group

Grading Scheme:

 Enable course grading scheme[view grading scheme](#)

License:

Private (Copyrighted)



File Copyright:

 Copyright and license information must be provided for files before they are published.

Visibility:

Course

 Customize Include this course in the public course index

Format:

Not Set

Epub Export:

 Organize epub by content type (default is by module).

Description:

[more options](#)



ALA 225 > ALA 225



Home



Announcements



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences



Collaborations



Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics

Home > Gradebook tools



Convert Canvas gradebook



Convert a third party gradebook

Upload your csv file



Your file needs to include
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BROWSE FILES AGAIN

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ALA 225 > ALA 225



Home



Announcements

Home > Gradebook tools



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences

Collaborations

Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics



Convert Canvas gradebook



Convert a third party gradebook



Your gradebook has been successfully converted!

UPLOAD AGAIN



☰ ALA 225 > ALA 225



Home



Announcements



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences



Collaborations



Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics

Home > Gradebook tools



Convert Canvas gradebook



Convert a third party gradebook

select

upload

validation

confirmation



Once you finished selection, click upload

Select one section for the students < 1 >>

ALA 225 Summer 2020 Section 105

252 users

ALA 225 Summer 2020 Section 106

34 users

ALA 521 Summer 2020 Section 003

246 users

Biology 588 Summer 2020 Section 004

56 users



ALA 225 > ALA 225



Home



Announcements

Home > Gradebook tools



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences



Collaborations



Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics



Convert Canvas gradebook



Convert a third party gradebook

select

upload

validation

confirmation

1

2

3

4

You have finished the selection, click [upload](#)

Select one section for the students < 1 >>

ALA 225 Summer 2020 Section 105

252 users

ALA 225 Summer 2020 Section 106

34 users

ALA 521 Summer 2020 Section 003

246 users

Biology 588 Summer 2020 Section 004

56 users



ALA 225 > ALA 225



Home



Announcements



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences



Collaborations



Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics

Home > Gradebook tools



Convert Canvas gradebook



Convert a third party gradebook

select

upload

validation

confirmation

1

2

3

4

csv file example



BROWSE FILES



ALA 225 > ALA 225



Home



Announcements



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences



Collaborations



Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics

Home > Gradebook tools



Convert Canvas gradebook



Convert a third party gradebook

select

upload

validation

confirmation

1

2

3

4

csv file example



Your file should include
uniqname, assignments and grades

BROWSE FILES AGAIN





ALA 225 > ALA 225



Home



Announcements



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences



Collaborations



Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics

Home > Gradebook tools



Convert Canvas gradebook



Convert a third party gradebook

select

upload

validation

confirmation

1

2

3

4

csv file example

| | uniquename | section | assignment a | assignment b | x |
|---|------------|---------|--------------|--------------|---|
| 1 | liyuxuan | | 98 | 95 | |

the uniquename
of enrolled user

this should be
blank

point of
this assignment

point of
this assignment



ALA 225 > ALA 225



Home



Announcements



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences



Collaborations



Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics

Home > Gradebook tools



Convert Canvas gradebook



Convert a third party gradebook

select

upload

validation

confirmation

1

2

3

4

| | uniquename | grade |
|---|------------|-------|
| 1 | liyuxuan | 90 |
| 2 | siwonc12 | 56 |
| 3 | abc | 89 |
| 4 | jw2 | 30 |
| 5 | edhq | 100 |

csv file example



Your file is correct!

If this is the right file you want to upload
click confirm

CONFIRM



ALA 225 > ALA 225



Home



Announcements



Assignments



Discussions



Grades



People



Pages



Files



Syllabus



Outcomes



Quizzes



Modules



Conferences



Collaborations



Chat

U-M Course Manager

Media Gallery

TEST Media Gallery

TEST My Media

New Analytics

Home > Gradebook tools



Convert Canvas gradebook



Convert a third party gradebook

select

upload

validation

confirmation

1

2

3

4



The trimmed file has been downloaded
to your computer!

TRIM AGAIN