

# **APR Connect Assignment How-To Guide for Instructors**

Updated 2/9/2024

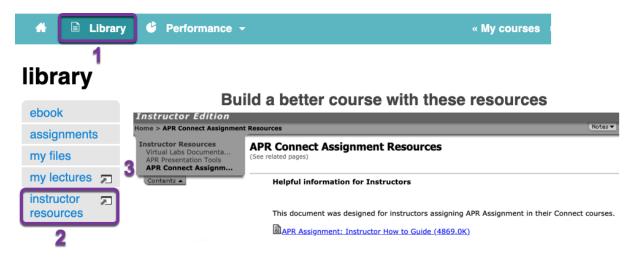
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#### Overview

- This document is designed to help instructors create an Anatomy & Physiology Revealed (APR) Connect Assignment, manage policy settings, understand best practices, and view reports.
- Instructors should also reference the document designed for student use: "Student Information for APR Assignment" for more specific information on the user experience.
- All available how-to resources (including videos) can be found here at this page.
- You can also access this page from your Connect course home page, select "Library" (1), "instructor resources" (2), and then "APR Connect Assignment" (3). You will see a list of all available resources.

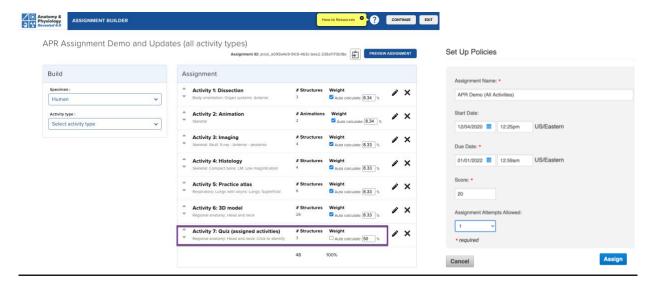


## Available Video Resources

- How to Build a Custom APR Connect
   Assignment: https://video.mhhe.com/watch/wGycaKujW6pnFXqqpwYKnd
- Editing a Pre-built APR Connect
   Assignment: <a href="https://video.mhhe.com/watch/MXLQCQjoC223HqZqLWaffh">https://video.mhhe.com/watch/MXLQCQjoC223HqZqLWaffh</a>
- Using a My Course Content Code to Create an APR Connect Assignment: https://video.mhhe.com/watch/enUD8pNQZEW5MEyMErRmeE
- How to Create an APR My Course Content
   Code: https://video.mhhe.com/watch/mDgNd1L3jzwFWfrJguixYu
- Quiz Options for the APR Connect Assignment: <a href="https://video.mhhe.com/watch/5SZ7ucZeYxPwP289Nf14hH">https://video.mhhe.com/watch/5SZ7ucZeYxPwP289Nf14hH</a>
- Instructor Reports for the APR Connect
   Assignment: <a href="https://video.mhhe.com/watch/2EVVM1Z7dApeXhPaHE5oVx">https://video.mhhe.com/watch/2EVVM1Z7dApeXhPaHE5oVx</a>
- Student View: Taking the APR Connect
   Assignment: <a href="https://video.mhhe.com/watch/MgpoBQQ1X6U26qgi3iQM2z">https://video.mhhe.com/watch/MgpoBQQ1X6U26qgi3iQM2z</a>
- Student View: Post-Submission
   Experience: <a href="https://video.mhhe.com/watch/vhMjc2jQPJeqohAjSY3exL">https://video.mhhe.com/watch/vhMjc2jQPJeqohAjSY3exL</a>

# What is the APR Assignment?

- APR Assignment is an assignment type in McGraw Hill Connect® that allows instructors to build an auto-graded, customized assignment utilizing content from Anatomy & Physiology Revealed.
- If you use an LMS that integrates with Connect, this assignment will function in the same manner as all other integrated assignments.
- An APR Assignment is composed of different activities and specific content from APR you select.
  - These activities can be added in any combination or sequence.
    - An APR Assignment must have at least one activity.
  - o Instructors determine the weight of each activity (must total 100%).
  - o Instructors then determine the point value of the entire APR Assignment.
- In the example below, 50% of the overall 20 points is tied to Activity #7: Quiz.

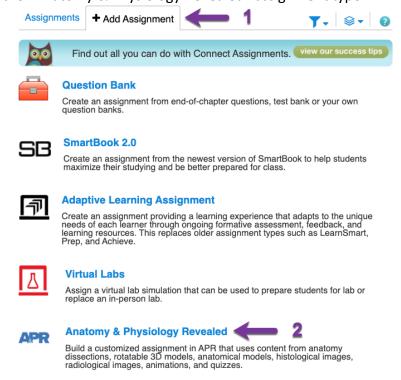


- APR assignments can be accessed by students after the due date for practice in selfstudy mode. Any work completed in self-study mode does not affect the score from the submitted assignment. More details on self-study are discussed later in the section titled "Student Self-Study Mode".
- In May 2022, a VPAT was obtained for the Anatomy & Physiology Revealed Connect assignment type. The table below shows the details for compliance with WCAG 2.1 AA standards. For additional documentation, contact A&P@mheducation.com.

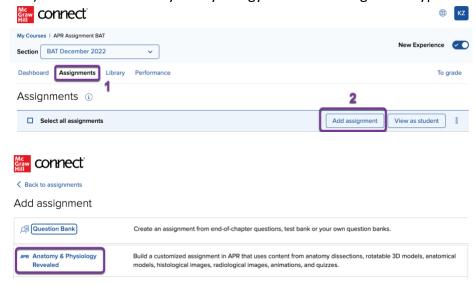
WCAG 2.1 AA Compliance	May 2022 VPAT
<u>Supports</u>	<u>35</u>
Partially Supports	<u>4</u>
Does Not Support	<u>0</u>

## Creating an APR Assignment

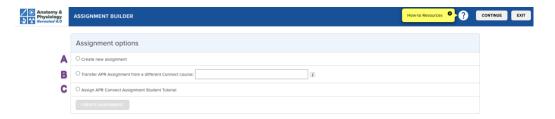
- If you are using the Connect "classic" view, then from your Connect course home page
   Select the "+ Add Assignment" option
  - 2) Select the "Anatomy & Physiology Revealed" assignment type



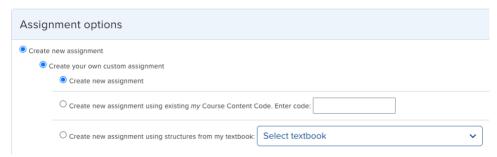
- If you are using the "New Experience" as your instructor interface, then from your Connect course home page:
  - 1) Select "Assignments"
  - 2) Select "Add assignment"
  - o 3) Select the "Anatomy & Physiology Revealed" assignment type



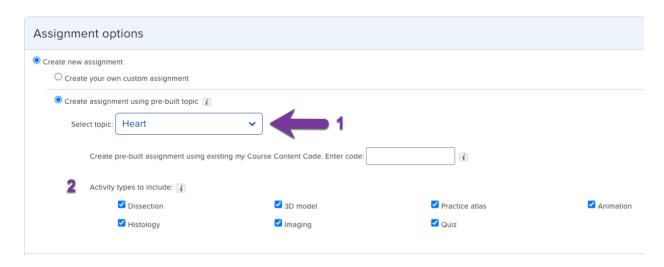
• Choose one of the three options shown below to begin building your assignment.



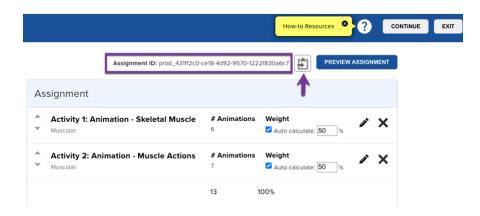
- Note you can always access available how-to resources from the top right part of the page by clicking the "? mark" icon during assignment creation.
- A. Create new assignment. Select this radio button and you will now choose between "Create your own custom assignment", or "Create assignment using pre-built topic".



- Create your own custom assignment
  - **Create new assignment.** This selection will require you to add all desired activities and structures to your assignment from scratch.
  - Create new assignment using existing my Course Content Code.
     If you have used the APR website in the past and have an existing my Course Content Code, enter it in the box. When you add an activity, the applicable structures (or animations) from your code will pre-populate. You can then add more content or deselect content. This is optional.
  - Create new assignment using structures from my textbook. You
    may choose your textbook. When you add an activity, the
    applicable structures (or animations) from your textbook will prepopulate. You can then add more content or deselect content.
    This is optional.
- Create assignment using pre-built topic (see image below)
  - The pre-built assignment for a specific topic automatically populates activities and structures. You can further customize structures and activities on the next screen, or simply assign it as it currently exists.



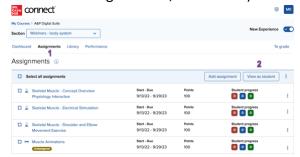
- 1) Choose one of the pre-built topics. If you have a my Course Content Code enter it in the box (this is optional). This will use your code to populate the structures (and animations) in the pre-built activities.
- O 2) Deselect any activity types you do not want included in this prebuilt topic. For example, if you don't want the activities that use anatomical models along with human specimen images, then deselect the check mark in the box for "Practice atlas".
- On the next screen, you will also be able to delete or add activities and further edit structures (animations) in all activities.
- Editing a Pre-built APR Connect Assignment video link: <a href="https://video.mhhe.com/watch/MXLQCQjoC223HqZqLWaffh">https://video.mhhe.com/watch/MXLQCQjoC223HqZqLWaffh</a>
- B. Transfer APR Assignment from a different Connect course. Select this
  option if you need to move your APR Assignment(s) from one Connect course to
  another (i.e. Saladin A&P to McKinley A&P), or to transfer your APR
  Assignment(s) from an old edition to a new edition (i.e. Seeley 12e to Seeley
  13e).
  - APR Assignment Transfer for Instructors video link: https://video.mhhe.com/watch/zWwatxNVm5A7npUEV2r2Ve?
  - Begin by opening the APR Assignment in the original course.
  - The Assignment ID is available when you open the original APR assignment and click "Edit assignment". Click the notepad icon to copy this Assignment ID (See image below).



- Then, go to the new Connect course where you want to transfer your APR Assignment and choose Anatomy & Physiology Revealed assignment type.
- On the first screen of the Assignment Builder page, select the option for "Transfer APR Assignment from a different Connect course" and paste the Assignment ID into that. Select Create Assignment and you then can modify the assignment or simply assign it.
- Please note: If you are trying to move APR Assignments to a new section in the same Connect course for the following semester (i.e., Saladin A&P 9e), you will use the copy/share function in Connect.

## o **C.** APR Assignment Student Tutorial

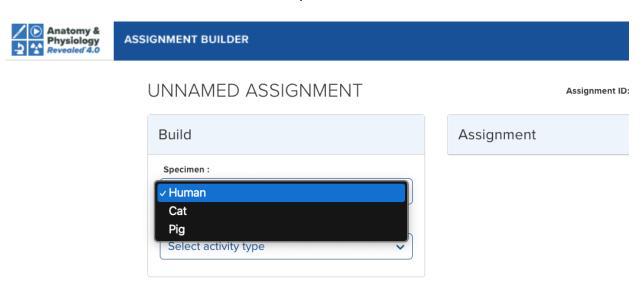
- Assign this activity to students first. Have them complete it before attempting any other APR Assignment you create.
- Select "Assign APR Connect Assignment Student Tutorial", then "Create Assignment". Enter an assignment name, due date, point value and click "Assign".
- This tutorial will introduce students to all the features found within each different type of assignable activity.
- All instructors should also preview their Connect course as a student and complete "APR Assignment Student Tutorial".
  - If you are using the classic instructor interface, go to the top right corner of the Connect home page and select "Student view".
  - If you are using the "New Expereince" instructor view, then 1) select "Assignments", and then 2) select "View as a stduent".



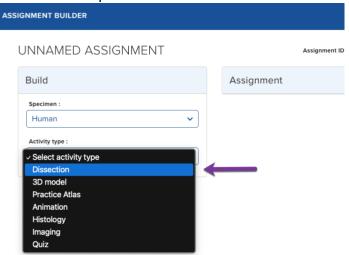
# Build an APR Activity: Dissection, 3D Model, Practice Atlas, Animation, Histology, or Imaging

The following steps apply when you create your own assignment from scratch.

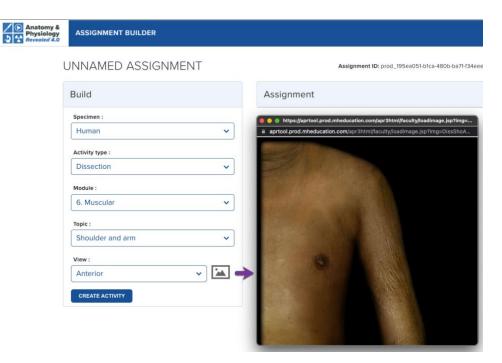
- From the Assignment Builder screen, select which specimen you want to use.
  - You can choose from human, cat or fetal pig specimens.
  - The default specimen is human. Use the drop-down menu under specimen to switch to cat or pig.
  - o The type of specimen can be mixed and matched in the same assignment.
  - The functionality of using the fetal pig and cat specimens in dissection activities is the same as for the human specimen.



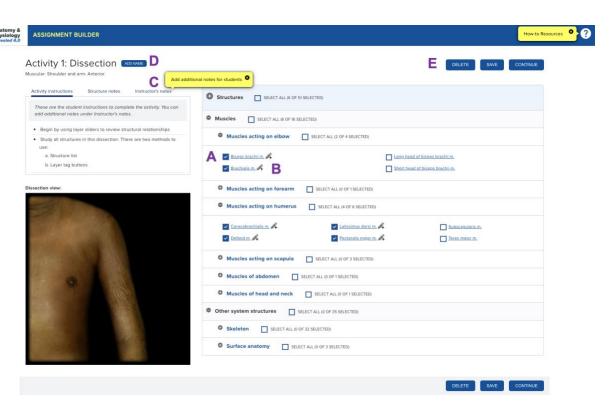
- Now you will be able build the first activity in your assignment.
- Select an Activity type from the drop-down menu.



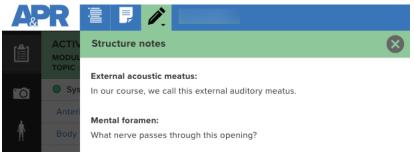
- After selecting an activity, choose a Module, Topic, and View (when applicable).
- Clicking the image icon to the right of view will open a window that shows you the base image from APR for this specific topic and view (see image below).
- Select 'Create Activity' button to continue.



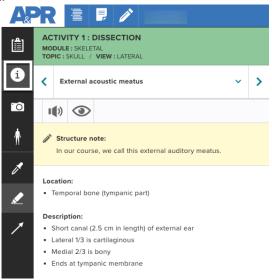
 You may now begin adding or deselecting (if you started with my Course Content Code or textbook) content to your activity.



- A (in image above) This is the area where you can select or deselect structures to add to the activity.
  - Menus can expand (+) and collapse (-)
  - Hover over or select the blue hyperlinked text to see a preview of the structure.
- B (in image above) Structure note New August 2023!
  - Instructors can write a custom note for a specific structure. Select a structure to assign it and then 1) click on the pencil icon that appears and 2) write your own specific note about this structure.
  - These notes will carry forward in the same assignment if you happen to create another activity that uses this same structure.
  - To delete the structure note, simply open the note and delete it from the editor.
  - These structure notes will be visible to students when they start an activity with authored notes at the top left of the activity next to the tab for instructions and for instructor's notes (if present). Below is an example of how multiple structure notes in one activity appear in student view.

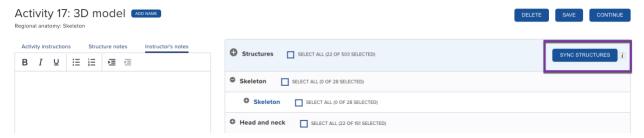


An authored structure note also appears when a structure is selected from the list and structure information icon is selected. Below is an example of how the structure note text appears above the structure information text.



- C (in main image above) You may add text for your students to read in the Instructor's notes section.
  - i.e. "Identify the following structures. Be sure to note their anatomical relationship to one another. Notice what structures you can identify in layer 2 compared to layers 3 and 4."
  - i.e. "Be able to identify all of these muscles and know the attachments listed in your lecture notes. Also, know the innervation we discussed in lecture for all of these muscles."
  - These notes will be visible to students when they start an activity with authored notes at the top left of the activity next to the tab for instructions,
- D (in main image above) You may Add Name to customize the title of the activity.
  - There is a 15 character limit because of space considerations for displaying this title on smaller screens.
- E (in main image above) Delete or Save activity. Select Continue to save your work and exit back to the main Assignment Builder screen.

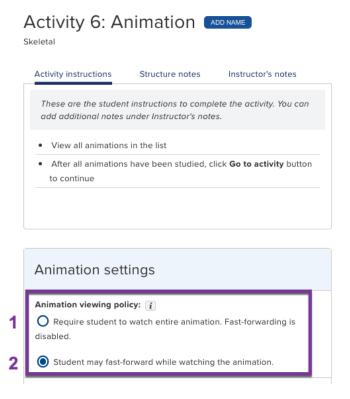
- You may continue to add the same or different activities to your assignment in any combination you can imagine.
  - o The only limitation on an assignment is that it have one activity.
- Sync Structures button New August 2023!
  - Once an activity has been added to an assignment, there is the option to sync structures with previously created activities in the same assignment. The Sync Structures button will automatically select structures in this activity that have been previously selected in other activities within this assignment (See image below). If changes are made in the other activities, the sync button will need to be reselected.



- For example, if you have created some dissection and Practice Atlas activities covering the skeletal, muscular, and nervous systems and then add an activity using the Skelton 3D model you can now use the sync button to automatically select all the structures in this 3D model that have been assigned in the previous activities. This option is not available for animation or quiz activities, but a similar option exists for quizzes if you use Quiz (assigned activities).
- **Dissection, Practice Atlas, 3D Model, Histology, and Imaging** activity types all work similar to one another in the manner of how structures are assigned to students.
  - Students must click on every assigned structure you select for the activity before they are able to proceed to the next activity.
  - These activities can be added in any combination or sequence.
  - An APR Assignment must have at least one activity.

#### **Animation Activity**

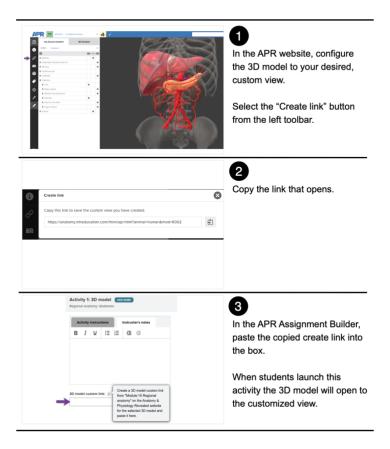
- The **Animation** activity allows you to select animations for students to watch before they can advance to the next activity. There are two options (see image below).
  - 1. Students are required to watch the complete animation from start to finish to check off the animation. Each animation needs to be watched before they can move to the next activity. This is the default setting.
  - 2. Students can fast forward animations. This allows them to fast forward any assigned animations to the end. When they reach the end of the animation this will check off this animation in the list. New August 2023!
  - The video player has been updated to allow students to play animations at slower and faster speeds as well. New August 2023!



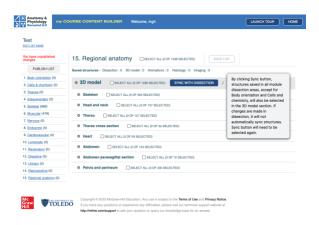
#### 3D Model Activity

- The 3D Model activity allows you to customize the view of the 3D model that loads for the activity.
  - o The default option is for the standard view of the model to load.
  - See the image below for help if you want your students to launch a 3D model activity using a custom 3D model link you have created using the APR website.
  - o Instructors can add multiple 3D model activities to APR Connect Assignments.

## **APR 3D Model Custom Link**



For instructors who have created my Course Content lists on the APR website using the
"Edit my Course Content" feature, they can now use a Sync button in Module 15
Regional Anatomy to automatically populate structures. This makes it easy to
automatically select all the structures in the 3D models that have been previously added
to my Course Content list in these other dissection activities. New August 2023!

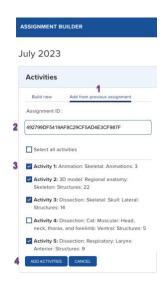


# Ability to Add Activities from Previous Assignments

- New August 2023! Instructors can now add activities they have previously created in other assignments to the assignment they are currently creating.
  - For example, perhaps you had already created two different APR assignments for the skeletal system: one appendicular skeleton and one axial skeleton. This new functionality allows you to edit your axial skeleton assignment by quickly adding the activities from the appendicular skeleton (or vice versa) into a new assignment to cover the whole skeleton.
- If you know you have activities in an assignment that you have already created that you would like to use in a new assignment, go to the "parent" assignment and copy the Assignment ID by clicking the note pad icon found at the top of the page. (See image below).

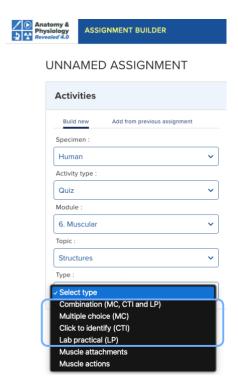


- Go to the assignment you are currently creating. See the image below for the required steps. 1) Click the tab that reads "Add from previous assignments" and 2) enter the assignment ID of the parent assignment. Once you enter the assignment ID, you then 3) select which of the activities you would like include in your current assignment by using the checkbox and then 4) click "Add activities" at the bottom of the list to add all these activities to the current assignment you are creating. You can then edit any of the content in these activities.
- You can repeat this process to add activities from other assignments.

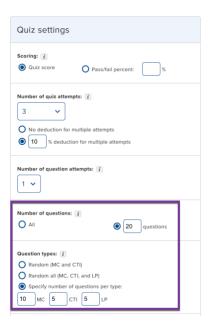


# Build an APR Activity: Quiz

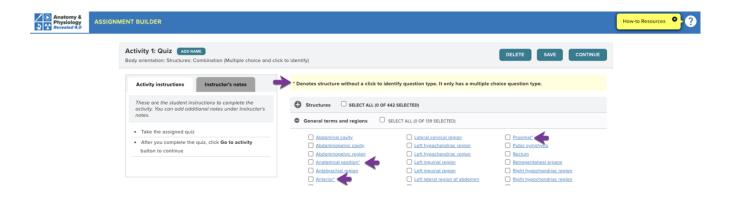
• The Quiz activity type functions differently than all other activity types.



- There are four (4) main quiz types for each Module (some have more options):
  - Combination
    - A mixture of multiple choice, click to identify, and lab practical question types.
    - Question type may be random, or instructors can specify how many of each question type they want in a quiz. (See image below).
      - For example, an instructor could create a 20 question combination quiz and set it to have 10 multiple choice, 5 click to identify, and 5 lab practical questions. (See image below).



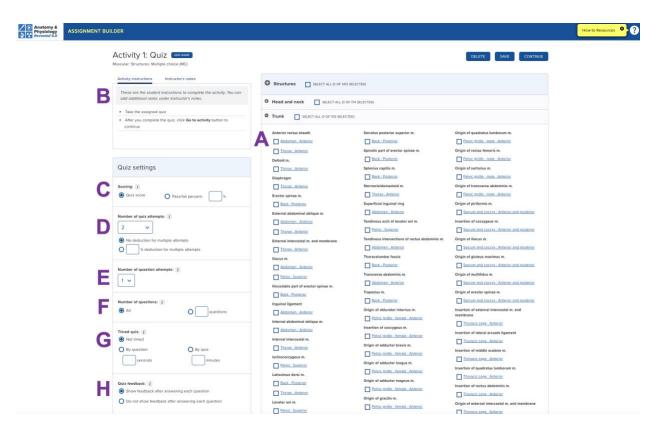
- Structures that do not have a click-to-identify question will be indicated by an asterisk(\*). If these structures are included in the Combination quiz, they will only be assessed using a multiple-choice question.
- The image below provides an example from the Body Orientation dissection module.



### Multiple choice

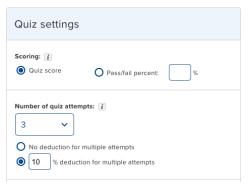
- Student sees a highlighted structure in an image and is asked a multiple choice question with 5 possible answer choices.
- Question stem is typically: What structure is highlighted?
- The distractors are randomly selected for each student from other structures that are in the same topic and view of the selected structure.

- Click to identify
  - Student must click precisely on the provided image to correctly identify the indicated structure.
  - The question stem is "Click on the: \_\_\_\_\_\_". The blank is the name of the structure being assessed.
- Lab practical
  - The student sees a highlighted structure in an image and is asked to type in the correct answer.
    - Directions to student: What structure is highlighted? Type the correct answer. Be sure to spell it correctly.
  - Student must type in the name for the structure that is used in APR.
     Many structures also have alternate terms that are accepted.
    - For example, atlas is the primary term used in APR, but C1, C1 vertebra, and atlas vertebra are also accepted terms.
    - Spelling counts. Student must spell the structure's name correctly.
      - Medien n. would NOT receive credit
    - Common abbreviations are accepted
      - o a., v., m., n.
      - Median nerve, or Median n. would both receive credit
    - Answers are NOT case-sensitive
      - Median nerve, MEDIAN N., median n. would all receive credit
    - Punctuation is NOT required for a correct answer
      - Insertion of a space before or after the typed text would receive credit as a correct answer.
      - Median n would receive credit
  - Note: The lab practical quiz format is currently only available for structures in the Dissection modules.
- Clicking on the blue name of the structure will open a window that shows you the exact image and highlight that will be used in the question.



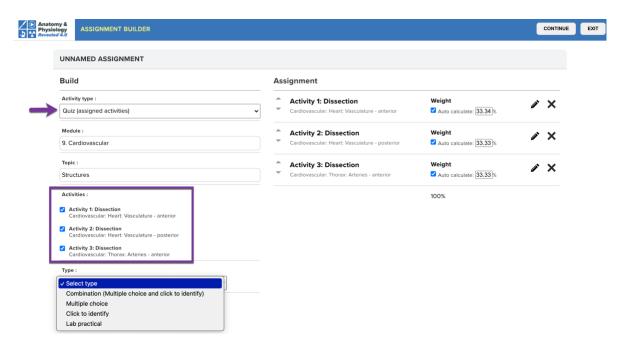
- Main features of Quiz activity page: (see image above)
  - A Select the structures to be assessed in the guiz.
    - Menus can expand (+) and collapse (-)
    - Select the blue hyperlinked text to see a preview of the structure
    - If you started building this assignment with a my Course Content code then you will see structures already selected that correspond to the code you entered.
  - B Quiz activity contains preset directions, but you can add your own custom text under the Instructor's notes tab.
  - C Scoring options
    - Quiz score
      - Use final score from quiz
    - Pass/fail percent
      - Set the minimum score your students need to successfully complete this activity. If students achieve the minimum score, they receive 100% for this activity. If they do not achieve this score, they will receive 0% for this activity.
  - D Number of quiz attempts options
    - Options are 1, 2, 3, 4, 5, or unlimited attempts
    - If multiple attempts are selected, the highest score is always recorded.
    - New August 2023! When you select the option for multiple attempts, you have the option to apply a percentage deduction penalty. (See image below).

- Note: this deduction is not compounded and the highest grade for a quiz is always recorded.
- For example, if you allow students to have 3 attempts at a quiz with a 10% deduction the score for the second and third attempts will each be penalized 10%. The highest score of the 3 attempts will be recorded.

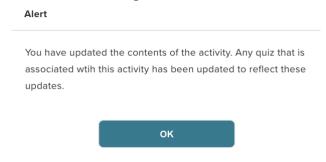


- E Number of question attempts
  - Options are 1, 2, or 3
  - If more than 1 attempt is selected, this will allow a student to try a question 2 or 3 times consecutively. The default setting will remain 1 attempt.
  - This feature may be particularly useful to instructors who are using the click to identify quiz option that requires precision for cursor or touch screen placement.
  - Note: if you use this option with a timed quiz, the timer does NOT reset for multiple question attempts.
- o F Number of questions options
  - All quiz will include all selected structures
  - questions enter a number into the box to randomly draw X number of questions from the total structures you selected
- G Timed quiz options
  - Not timed
  - By question enter the number of seconds a student will have for each question
  - By quiz enter the number of minutes the student will have for the entire quiz activity
  - If you use a timed quiz by question (e.g., 30 seconds per questions) and allow 2 or 3 attempts per question, the timer does NOT reset for multiple question attempts.
  - NOTE: The Connect course policy settings that allow specific students to have extended time for timed Connect question or test bank assignments do NOT work with this quiz activity in the APR Assignment.

- See the section below for how to give time extensions: Quiz Time Extensions.
- H Quiz Feedback options
  - Show feedback after answering each question. (Default setting). When a student answers a question incorrectly in a quiz they immediately see the correct answer before they advance to the next question. This is a best practice for formative assessment.
  - New August 2023! Do not show feedback after answering each question. If this option is selected, students will not see immediate feedback, but will know whether they had the question correct or incorrect before advancing to the next question. Students will be able to see a list of what structures they answered correctly and incorrectly when they finish the quiz. This setting is a goop option when the quiz is being used in more summative assessments.
- If you have already added at least one activity to the assignment that is not a quiz, there is a second quiz option: "Quiz (assigned activities)".
  - If you have not yet added an activity to your assignment, you will only have the option of adding Quiz in which you select the content (see section immediately above).
  - This option is available for activities from the same module (i.e., Skeletal, Muscular, Regional anatomy, etc.).
- In the example below, 3 dissection activities from the Cardiovascular module have been added to this assignment. When "Quiz (assigned activities)" is selected an instructor has the option to deselect which activities should NOT be included in the quiz. By default, all activities will be selected. You will then select the quiz type.



- When you arrive on the page to build your "Quiz (assigned activities)" from the structures in your selected activities, you will also have the option to deselect structures to remove them from the quiz. By default, all the structures in the selected activities will be covered in the quiz unless you deselect them.
  - Note: If you go back and edit one of the activities and remove a structure from an activity this will also remove it from the quiz linked to the assigned structures.
     You will receive the following alert:

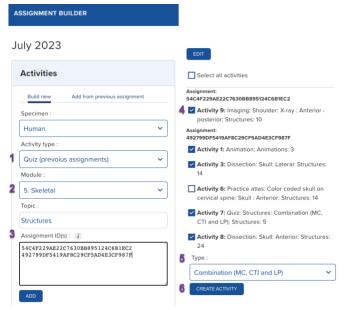


## Ability to Create Quizzes from Previous Assignments

- New August 2023! Instructors can now build a quiz activity that adds structures (or animations) from previously created assignments to a quiz in assignment they are currently creating.
  - For example, perhaps you had already created two different assignments for the skeletal system: one appendicular skeleton and one axial skeleton. This new functionality allows you to quickly create a quiz in a new assignment that covers the entire skeletal system by including the structures contained in the activities from the appendicular and axial assignments.
- Go to the previously created assignment(s) and copy the Assignment ID by clicking the note pad icon found at the top of the page.

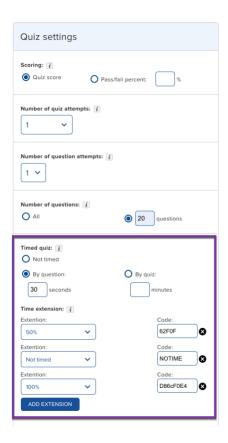


• Go to the assignment you are currently creating. See the image below for the required steps. Under activity type, 1) select the option for "Quiz (previous assignments)" and then a 2) module (body system). A box will appear where you can 3) enter or paste copied Assignment IDs. Add each different ID on a new line. If you enter an Assignment ID that has structures from the selected module, you will have the ability to 4) select which of these activities you would like to use to create a quiz. 5) Select the question format type for your new quiz and 6) click "Create activity". You can now do more editing on the structures (or animations) assigned in your quiz and choose specific quiz settings.

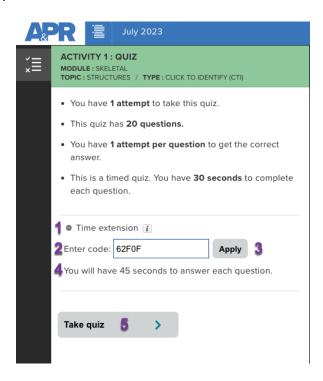


#### **Quiz Time Extensions**

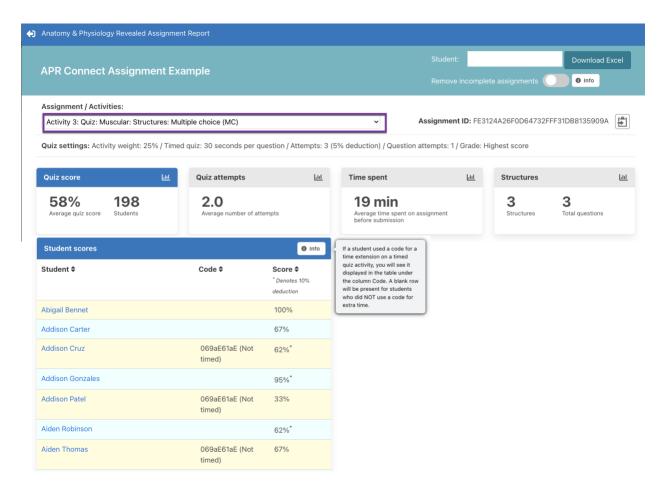
- New August 2023! Instructors can provide time extensions on quiz activities for students
  that require an accommodation for timed assignments. When the option to use a timed
  quiz is selected, a menu opens that allows for instructors to create time extension
  codes. Options are not timed (no time limit at all), 50%, 100%, or custom which allows
  instructors to enter any other required percentage. (See image below).
  - Select or enter the percentage of extra time needed for specific students (those who need a testing accommodation for timed quizzes).
- A code will be automatically generated. (You may personalize/edit the code.)
- Provide this code to each student who needs the same specific accommodation. You can
  enter as many specific accommodations as needed.
   For example, if five students need 50% extra time, this code can be used by all five. If you
  - For example, if five students need 50% extra time, this code can be used by all five. If you have three other students who need 100% extra time, create this code for those three. If you have one student who needs no time limit, create this code for the one student.
- On the report for the quiz activity, you will see which students used a time extension code.
- The next time you add a quiz activity with a time quizzed option, previously created codes will appear. This means that you can use the same codes for each different time extension the entire course.



- You need to then share the specific code with each student that requires a time
  extension. The student will enter this code before they start a quiz activity to apply this
  extension. A student will follow 5 short steps to apply their code to their timed quiz. See
  the image below for how a student would enter the code 62F0F in order to receive 50%
  extra time on a 30 second per question quiz.
  - o Click the + icon next to Time extension to open the entry box.
  - Enter their specific code in the box.
  - Click "Apply"
  - Read how much time they will have per question or for the entire quiz.
  - Click "Take quiz"

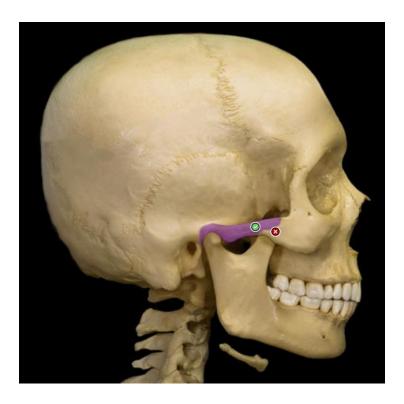


- An instructor will be able to see which students used time extensions whey they look at the available reporting dashboard for the APR Connect Assignment. (See image below).
  - o Select a quiz activity from the drop-down menu that used the timed quiz option.
  - Scroll down the page to view student scores section. If a student used a code for a time extension on a timed quiz activity, you will see it displayed in the table under the column Code. A blank row will be present for students who did NOT use a code for extra time.



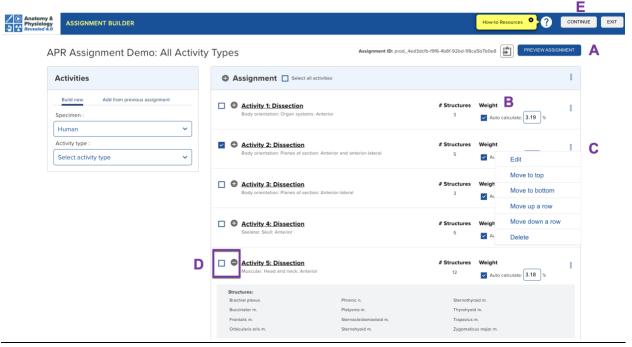
#### Best Practices for Creating a Quiz Activity

- Use the "Quiz (assigned activities)" option to quickly link content from activities to your quiz (see section above for more details).
- When you expand a menu heading, use the search option (ctrl + f or cmmd + f) in your specific web browser to quickly locate key terms related to a specific structure.
- When you allow for multiple quiz attempts, the highest score is always recorded.
- Students will get credit for questions they answer correctly in a quiz activity they start, but do not complete in its entirety.
- You should consider chunking very large quizzes into multiple quiz activities rather than having one very large quiz activity.
  - This could help students who are using an unstable internet connection.
- If you know many of your students will be using unstable internet connections to complete these assignments, use the Timed quiz option judiciously.
- If you have students who require extra time for timed assignments, see the section above for specific directions: Quiz Time Extensions.
  - Reminder: The Connect course policy settings that allow specific students to have extended time for timed Question Bank assignments do NOT work with this quiz activity in the APR Assignment.
- The Click to identify quiz type will NOT work for users that utilize keyboard navigation. If
  you have students who have an accessibility issue and need to use keyboard navigation,
  do NOT use this question type or the Combination type since it also includes click to
  identify questions.
  - Another solution could be to copy the assignment and make a separate version that uses the multiple choice or lab practical quiz format for these specific students.
  - Allowing keyboard users to answer this type of question is on the list of future enhancements.
- Allowing more than 1 attempt per question may be particularly useful to instructors
  who are using the click to identify quiz type that requires precision for cursor
  placement.
  - Below is an example of a student receiving a second attempt for a click to identify question.
    - The student incorrectly placed the tip of their cursor at the center of the red circle with the X for attempt 1.
    - The student correctly clicked on the zygomatic process of the temporal bone as marked by the green circle with the checkmark on attempt 2.
    - If this quiz had been timed, the timer would not have reset for the second attempt.



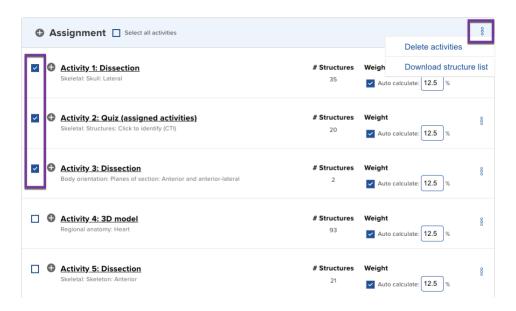
- If you utilize the Lab practical guiz type, be aware of the following:
  - Student must type in the name for the structure that is used in APR. Many structures also have alternate terms that are accepted.
    - For example, atlas is the primary term used in APR, but C1, C1 vertebra, and atlas vertebra are also accepted terms.
  - Spelling counts. Student must spell the structure's name correctly.
    - Medien n. would NOT receive credit
  - Common abbreviations are accepted
    - a., v., m., n.
    - Median nerve, or Median n. would both receive credit
  - Answers are NOT case-sensitive
    - Median nerve, MEDIAN N., median n. would all receive credit
  - Punctuation is NOT required for a correct answer
    - Median n would receive credit
  - The incorrect answers that a student types into the box are recorded in the student's Progress Report. Read more about this below in the section "Student's Individual Progress Report".
  - Allowing more than 1 attempt per question may be particularly useful to instructors who are using the lab practical quiz type for the reasons listed above.

# Finalizing your APR Assignment

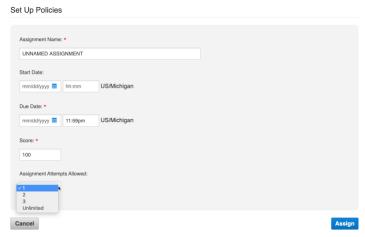


- Once you have created all the activities you want in this assignment, you have several options:
  - A (in image above) Preview the assignment as a student by clicking "Preview Assignment"
  - B (in image above) Assign a weight to each activity in the assignment.
    - The default setting is that weights of all activities will be auto-calculated to make each activity the same weight.
    - This can be changed manually by entering different weight(s) for one or all activities. Total must add up to 100%.
    - Number of structures/animations per activity are listed in a column to the right of the activity name on the assignment builder main page.
      - This may be useful information when you are determining the weight of each activity.
    - You will set the overall point value for the entire assignment on the next screen.
  - C (in image above) Select the three dots to access several options for a specific activity:
    - Edit, Move to top, Move to bottom, Move up a row, Move down a row, or Delete
    - Activities can also be edited by clicking on the title of the activity.
    - The order of activities can also be rearranged by using drag and drop functionality.
  - D (in image above) Expand activity to see list of structures

- Select the expand icon to the left of the activity's name to see the list of all structures (organized alphabetically) without having to open an individual activity.
- E (in image above) Select Continue to move to the next screen where you
  name the overall assignment, set an overall score value and choose a due date.
  - Choose this option even if your assignment is still in draft version.
  - You can then set a due date for the future and/or hide the assignment from students using the eyeball icon or hide option on the Connect home page.
  - If you select Exit, you have the option to discard the assignment you began creating.
- Checkboxes allow an instructor to select multiple activities for bulk deletion or to download the assigned structure list of each activity for multiple activities. (See image below).
- If you would like to download a structure list of assigned structures use the checkboxes to select activities and then select "Download structure list". This list will download as an Excel file with each activity displayed in a separate tab. (See image below).



 On the next screen (Set Up Policies), name your assignment, provide the due date and time, total points allotted for the assignment, and number of attempts; then click "Assign".



- Reminder: The weight of each activity for the entire assignment was set on the previous screen.
  - You CANNOT go back to the previous screen to adjust the content or weight of each activity.
  - If you need to adjust the content or weight of an activity, finish assigning your activity and then return to the assignment building page from the main Connect page by clicking "Edit assignment".
- Number of attempts on the Set Up Policies page is for the entire assignment.
  - If you select more than 1 attempt, then a student must completely start over at the first activity on any attempt after their first assignment attempt.
  - This feature could be useful to allow an instructor to address technical issues in advance that may affect the ability of a student to complete the assignment.
    - i.e., A student tries taking an assignment with a timed quiz activity
       (allowing only 1 attempt for the quiz) on a slow or spotty internet
       connection and as a result performs very poorly on the quiz
       activity and in turn the assignment. But, since the instructor
       allowed for more than one attempt in anticipation of something
       like this occurring, the student can attempt the entire assignment
       again without contacting the instructor.
    - Note you also have the option to give individual students another overall attempt at the assignment.
  - If your goal is to allow students to have more than 1 attempt on any of the quiz activities in the assignment, you do not have to change the overall assignment attempts to more than 1 because student progress is saved after completing each activity. A student can return to the assignment before the due date and pick up exactly where they left off.

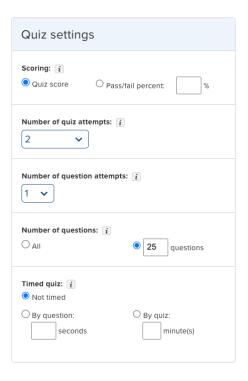
- For example, you have an assignment with 1 overall attempt and the last activity is a quiz allowing 3 attempts. If a student uses 2 attempts on the quiz activity, they can exit the assignment. Their progress will be saved and the high score of these 2 attempts will be recorded. If the student never returns before the due date, the assignment will be submitted with the highest quiz score reflected in the overall score. However, the student can also return to the assignment (before the due date). When they return, they will land on the final activity they competed, which in this case is the quiz. They will then be able to complete their 3rd and final attempt at the quiz activity. Their best score of the 3 quiz attempts will be recorded and reflected in the overall assignment score.
- Once the first student opens this assignment, an instructor will only be able to edit the information on this screen: Name of assignment, Due Date, Score, etc.
  - An instructor CANNOT change the weight of an activity or add or delete content in each activity once the first student begins the assignment.
- The APR Assignment does not currently integrate with Proctorio, McGraw Hill's partner
  for proctoring online assessments. Please see the section at the end of this document
  for more information about how you can utilize APR based questions from the Connect
  Question Bank assignment type with Proctorio for online proctoring options.

# Using a Pre-Built Topic for an APR Assignment

At the start of this guide, the option of creating an assignment using a pre-built topic was covered. Here is more detailed information.

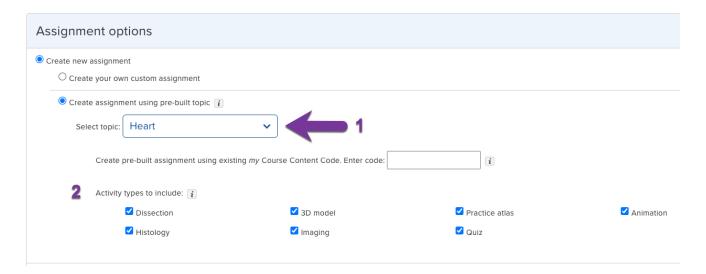
## Guidelines Used for the Creation of Pre-Built Topic Assignments

- Content pertinent to the topic was selected for all of the various activity options (i.e., dissection, 3D model, histology, etc.).
- The content was selected by an experienced SME with the goal of including content that would be covered in a two semester A&P or one semester human anatomy course.
- Most of the pre-built topics have 2 quiz activities included one for structures covered
  in 3D model activities and a second quiz that covers the content covered in dissection,
  histology, imaging, and practice atlas activities.
- The total weight of the 2 quizzes is set to 50% of the assignment's overall point total.
- Quiz settings are set-up to be (see image below):
  - Multiple choice format
  - Quiz score with best score of 2 attempts recorded.
  - 1 attempt per question
  - Number of questions is related to the weight of the quiz activity
    - Ex., the Heart pre-built assignment has two quiz activities that each have 25 questions and are each weighted as 25% of the overall assignment points.
  - Most quiz activities use question pooling, so there are fewer questions than overall structures.
  - Quizzes are not timed.



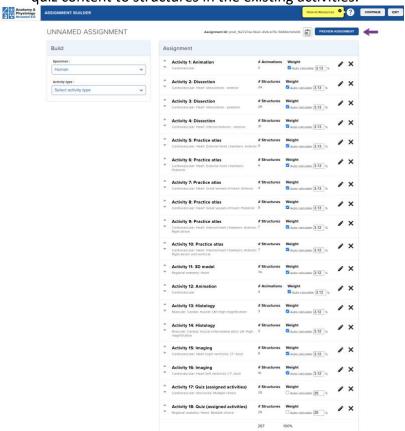
#### How to Create an Assignment using a Pre-built Topic

- The pre-built assignment for a specific topic automatically populates activities and structures. You can further customize structures and activities on the next screen, or simply assign it as it currently exists.
- 1) Choose one of the pre-built topics. (see image below)
  - If you have a my Course Content Code enter it in the box (this is optional). This will use your code to populate the structures (and animations) in the selected pre-built activities.
  - If you do not enter a my Course Content Code, you will use the structures (and animations) selected for this assignment. However, you can further customize this content on the next screen of the assignment builder page.
- 2) Deselect any activity types you do not want included in this pre-built topic. For example, if you don't want the activities that use anatomical models along with human specimen images, then deselect the check mark in the box for "Practice atlas".
  - On the next screen, you will also be able to delete or add activities and further edit structures (animations) in all activities.
  - However, you won't be able to add back pre-built activities you did not select on this page. If you are in doubt whether you want a type of activity, then you should consider including it on this first screen and deleting it on the second screen.
- o Finalize the assignment by using the same steps as detailed in the section above.



#### How to Edit an Assignment Using a Pre-Built Topic

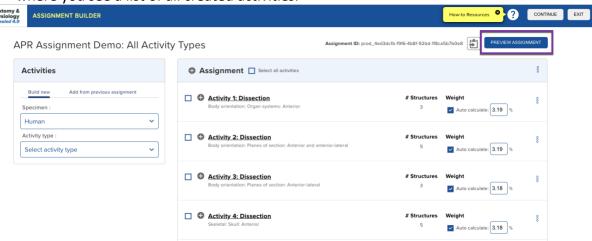
- See image below for what the Heart pre-built assignment looks like with all activity types selected.
- You can preview the assignment by clicking "Preview Assignment" in the top right corner.
- You can look at the selected content of each activity by clicking the pencil icon and then add or delete content as you wish.
- You can delete an activity entirely be clicking the X.
- o You can rearrange the order of activities by using the up and down arrows.
- You can change the weight of any activities.
- You can add any other activity/activities to the pre-built assignment.
- You can edit or delete any of the existing quiz activities.
  - You can edit the content of the quiz by clicking on the pencil icon and selecting or deselecting content.
  - You can edit the quiz activities policy settings.
  - You can NOT change the quiz format of the existing quiz activities. The question format for the pre-built quizzes is multiple choice. If you would like to use a different quiz format, you will need to add a new quiz activity and then select desired quiz format and add content to be quizzed. Hint: use the option of "Quiz (assigned activities)" to align the quiz content to structures in the existing activities.



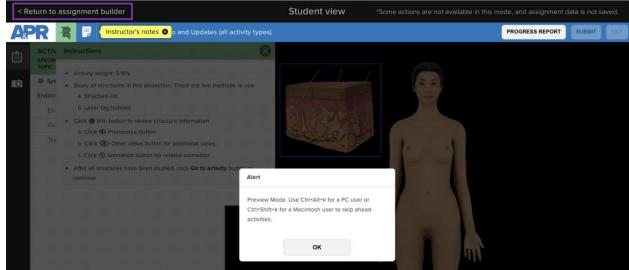
# How to Preview an APR Assignment

There are 3 different methods for previewing an APR Assignment as a student.

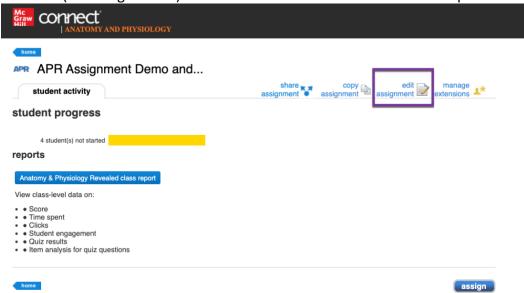
• 1) For an assignment that you are currently creating you can always click "Preview Assignment" in the top right corner (see image below) from the assignment builder page where you see a list of all created activities.



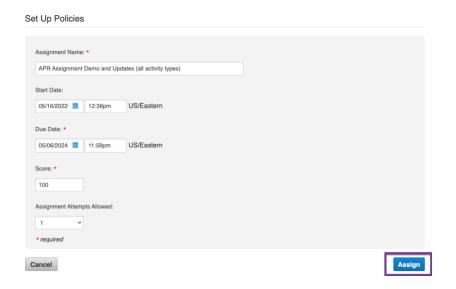
- The student view will open in the same tab (see image below). There will be an alert box that provides instructions for how you as an instructor can skip ahead without completing each activity. Click "OK" to continue. Note this is only an option for instructors using student preview.
- To return to the assignment builder page, click "Return to assignment builder" from the top left. Do NOT use your browser's back button.



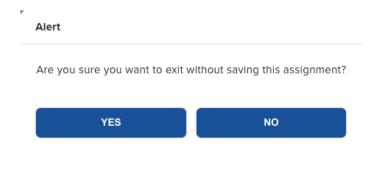
• 2) If you have already created an APR Assignment, simply click on the name of the assignment from the list of assignments in your course. Then, click "edit assignment" (see image below) which will take you to the assignment builder page with all listed activities (see image above). Use the instructions listed above in #1 to proceed.



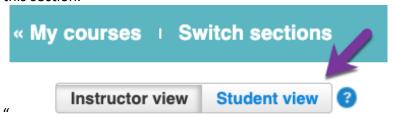
 When you are finished using student preview, click "Continue" from the top right corner of assignment builder page to go to Set Up Policies Page. Click assign in lower right to maintain the current policies and assign this assignment.



o If you click "Exit" from the top right on the assignment builder page, you will be asked if you want to exit without saving and assigning this assignment (see image below). By clicking YES, any edits you may have made will NOT be saved AND your assignment will no longer be in the assigned state".



- 3) Use student view option in Connect when viewing a list of assignments in your course.
  - Note when the due date for an assignment has passed, an instructor can no longer use this "Student view" option to preview an APR Assignment. Use the directions listed in #2 above.
  - If you are using the classic Connect instructor view, then click on the "Student view" button in the upper right to preview your assignment as a student, then select the assignment you want to view.
    - You will then use the same keyboard shortcuts as noted above in #1 of this section.



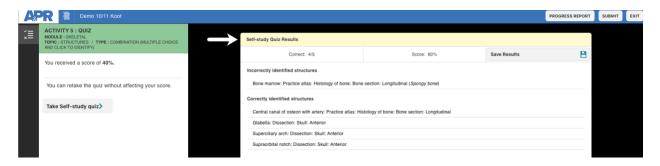
- If you are using the "New Experience" as your instructor interface, then click "Student View" found towards the top, right corner of the page (see image below).
  - You will then use the same keyboard shortcuts as noted above in #1 of this section.



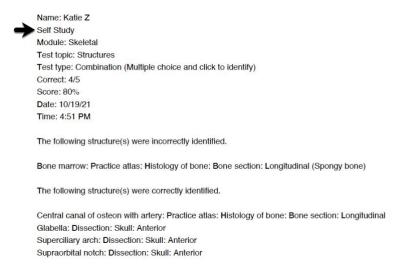
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## Student Self-Study Mode

- Once a student has submitted an assignment, they may continue to access APR
  assignments in self-study mode for practice even after the assignment due date.
  - Work in self-study mode will have no effect on their submitted assignment score.
- This video shows how students can access the assignment after the due date and start self-study.
  - Student View Post-Submission
     Experience: <a href="https://video.mhhe.com/watch/vhMjc2jQPJeqohAjSY3exL">https://video.mhhe.com/watch/vhMjc2jQPJeqohAjSY3exL</a>
- When a student completes a quiz activity during self-study mode the screen that displays their quiz results will be titled "Self-study Quiz Results".



 If they save their results as a pdf, the pdf will also be titled "Self Study" at the top of the pdf.



# Extending Due Date or Number of Attempts for an APR Assignment Extending the due date or number of attempts for an APR Assignment <u>before</u> the due date

- When the assignment reaches the due date, the in-progress assignment attempt autosubmits for the student.
- An instructor can extend the due date or change the number of attempts of an APR
  assignment before the due date, by simply using "edit assignment" to change the due
  date or number of attempts for all students, or "manage extensions" to change these
  for individual students.



- This feature allows an instructor to address issues that affect the ability of a student to complete the assignment on time, or perhaps a student has a technical issue.
  - i.e. A student tries taking an assignment with a timed quiz activity on a slow or spotty internet connection and as a result performs very poorly on the quiz activity and in turn the assignment. In this case, instructor may wish to give the student another attempt on the entre assignment.

#### Extending the due date for an APR Assignment after the due date for all students

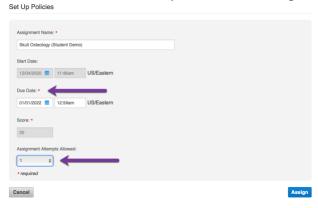
- If the instructor extends the due date *after* the initial due date passes, and the assignment is only set up for one attempt, students will not be able to complete the assignment because their first attempt was auto-submitted on the due date.
  - In this particular case, the instructor can edit the assignment to extend the due date <u>and</u> add additional attempts for all students.
  - This is one of the reasons why the number of attempts can be changed for the entire assignment.
- 1. Click on the assignment itself from the Connect home page



• 2. Click "edit assignment"



• 3. Change the due date and number of attempts, then click assign

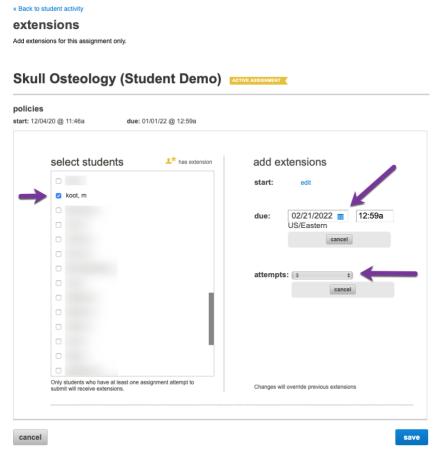


#### Extending the due date for an individual student after the due date

- If the instructor needs to extend the due date or add an additional attempt for an individual student *after* the initial due date passes, the instructor can use the manage extensions option.
- 1. Click on the assignment itself from the Connect home page



• 3. Extend the due date for selected student(s) and add additional attempt(s), then click save



# Checking Reports and Scores for a Specific APR Assignment

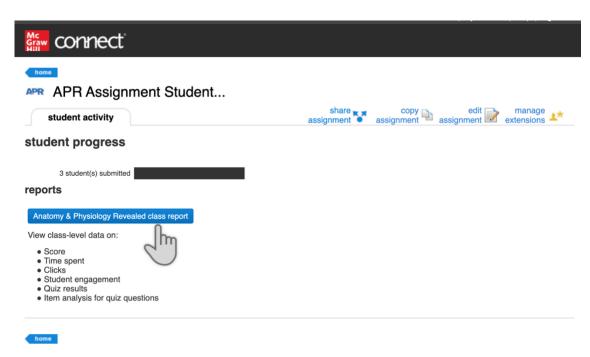
There are two different ways to check scores for APR Connect Assignments.

#### 1) APR Connect Assignment Reports

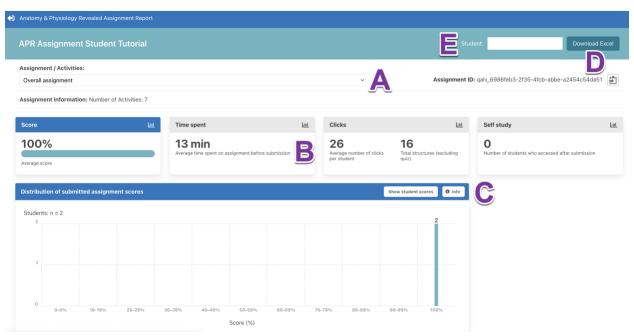
- Instructors can now view class-level and individual student reports for APR Connect Assignment results. Instructors can see data for score, time spent, clicks, student engagement, quiz results, and item analysis for quiz questions.
- From your Connect section home page, simply click on the name of an APR Connect Assignment that has completed submissions.



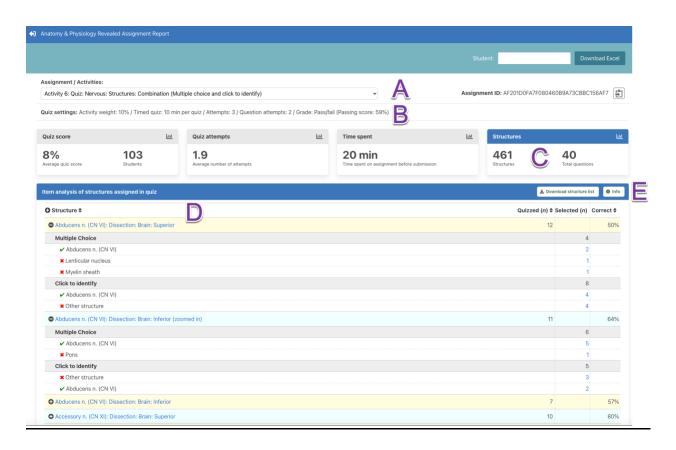
• Then, click on the blue box titled "Anatomy & Physiology Revealed class report" and the reports dashboard will load.



Continued on next page



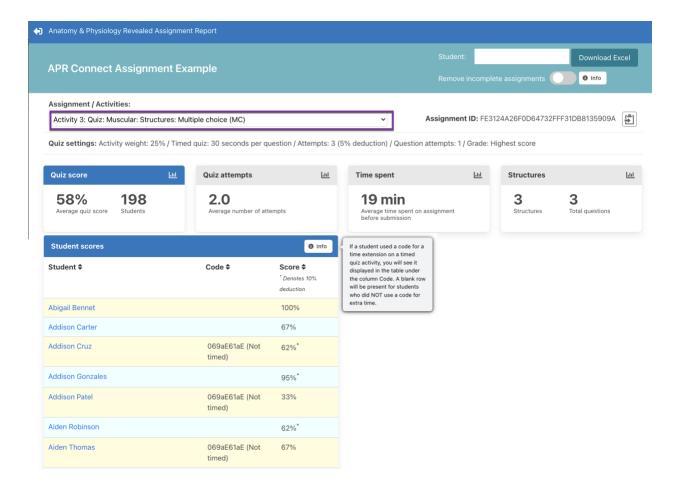
- There are several key features of the APR report dashboard for <u>class-level reports</u> (see image above).
  - A) Use the drop-down menu to view results for the overall assignment (default) or any of the specific activities in the assignment.
  - B) Each of the main tiles are clickable. Click on Time spent, Clicks, or Self study and different data will be displayed.
  - C) The Info box will explain the specific details of the data that is displayed in each visual.
  - o D) All of the data for this assignment can be downloaded in an Excel file.
  - E) In the top right, individual student names can be entered in the box or selected from the menu. Selecting a student will show their individual assignment data (see image below for individual student information).

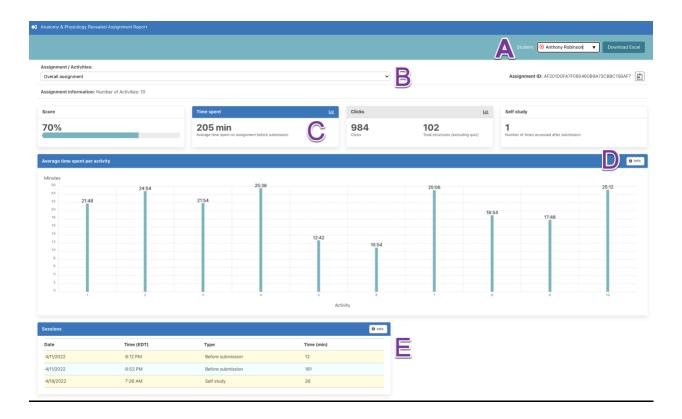


- In the image above, the drop-down menu (A) has been changed to select one of the quiz activities in the APR Assignment.
  - o B) The quiz policies are displayed.
  - C) The "Structures" tab has been selected. There were 40 structures randomly quizzed for each student from a pool of 461 structures.
  - D) Item analysis of the quizzed structures is displayed. You can see what incorrect answers were selected.
  - E) Selecting the info box will open a pop-up window that explains this visual.

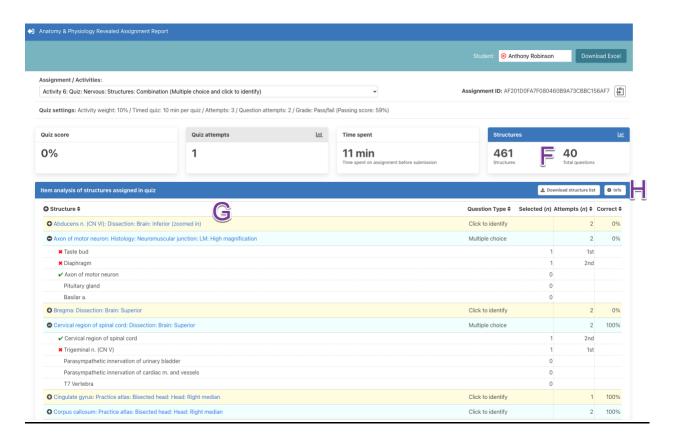
The percentage of students who had the quiz question associated with this structure correct. The number of students who were randomly assigned the question associated with this structure is also displayed. Expand the menu under the structure name to show how many students were randomly assigned this structure by question type. Note that multiple choice questions always have four distractors and these distractors are randomly drawn for each individual student attempt from structures in the same topic and view. Incorrect answers for click to identify can't be tracked. This list can be sorted alphabetically by structure names or numerically by percentage correct. Click the name of the structure and the image associated with this structure will open. This list of assigned structures can be downloaded to Excel.

- An instructor will be able to see which students used time extensions whey they look at the available reporting dashboard for the APR Connect Assignment. (See image below).
  - Select a quiz activity from the drop-down menu that used the timed quiz option.
  - Scroll down the page to view student scores section. If a student used a code for a time extension on a timed quiz activity, you will see it displayed in the table under the column Code. A blank row will be present for students who did NOT use a code for extra time.





- There are several key features of the APR report dashboard for <u>individual student</u> reports (see image above).
  - o A) Use the drop-down menu to select a specific student or search by name.
  - B) Use the drop-down menu to view results for the overall assignment (default) or any of the specific activities in the assignment.
  - o C) Each of the main tiles are clickable. Click on Time spent, Clicks, or Self study and different data for the individual student will be displayed.
  - D) The Info box will explain the specific details of the data that is displayed in each visual.
  - E) The "Sessions" table shows a log of when a student worked on this assignment before submission and then during self study (after submission).

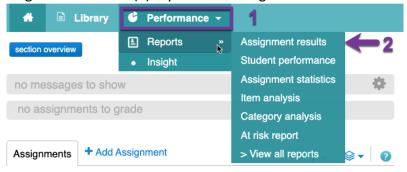


- There are several key features of the APR report dashboard for <u>individual student</u> reports on quiz activities (see image above).
  - F) The "Structures" tab has been selected. There were 461 possible structures and this student was randomly assigned 40 of them for the quiz.
  - G) Item analysis of the quizzed structures is displayed. You can see what incorrect answers were selected by the student.
  - O H) Selecting the info box will open a pop-up window that explains this visual.

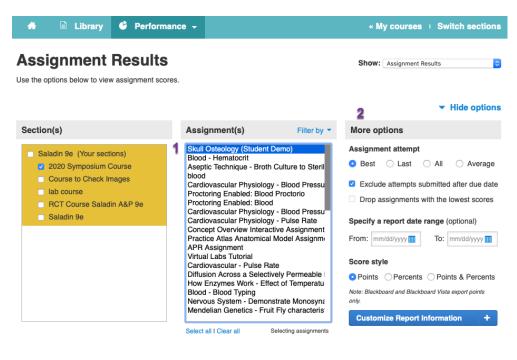
The student's score on the question associated with each structure on this guiz. This list can be sorted alphabetically by structure name or question type, and numerically by percentage correct. Expand the menu under the structure name to show the correct answer and the student's selected answer. Note that multiple choice questions always have four distractors and these distractors are randomly drawn for each individual student attempt from structures in the same topic and view. Incorrect answers for click to identify can't be tracked. Click the name of the structure and the image associated with this structure will open. This list of assigned structures can be downloaded to Excel.

#### 2) Connect Performance Report

- The second way to check scores for APR Connect Assignments is described here.
  - This is one of the quickest ways to see the overall score for all students on selected assignment(s).
  - This is also a good method for exporting the assignment's overall score to a CSV file.
- From the home page, click the "Performance" dropdown (1), then "Reports"
- Choose "Assignment results" (2) if you are looking for overall class results



- 1. Select the assignment(s) you want to review (see image below).
- 2. If your assignment allowed more than one attempt, be sure to select which score to see under "More options". Options include: Best, Last, All, or Average.
- 3. Click "View report"

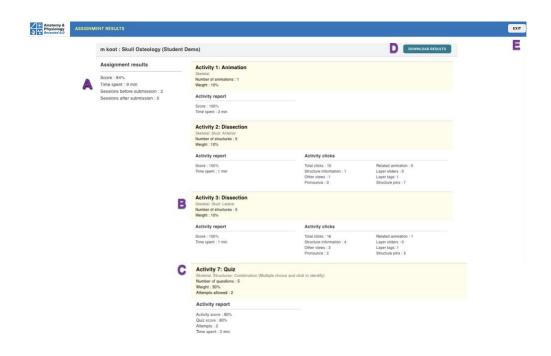


Remember that the current assignment results report reflects the LAST due date filter you selected for it. To update this report, please adjust your date criteria selection.

- You will see a list including each individual student and their score on the assignment.
   These scores can be exported or printed.
  - NOTE: A score of 0 will indicate a student who opened the assignment before
    the due date but never completed the first activity before the assignment was
    auto-submitted on the due date.
  - This student will be able to practice/review the assignment after the due date.
    - Student View: Post-Submission Experience https://video.mhhe.com/watch/vhMjc2jQPJeqohAjSY3exL
  - NOTE: A blank score indicates a student who never even opened the assignment before the due date.
    - This student will NOT be able practice/review the assignment after the due date.
- You may also look at the work of one student at a time. In the report, click the blue hyperlinked score to launch a specific student's report.

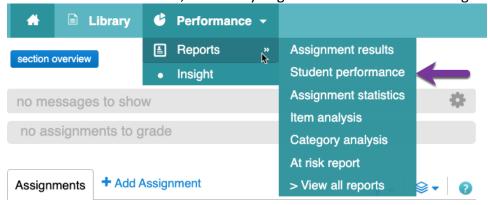


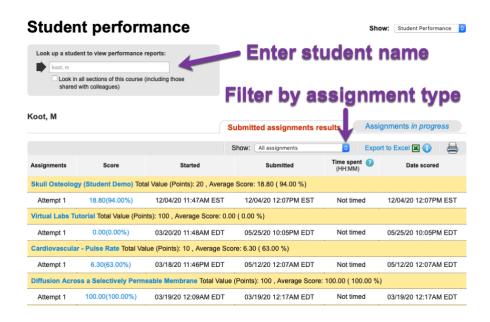
- This report (below) shows you the individual results for that student.
  - A) You can see overall assignment results for the percentage score, time spent, sessions before submission (how many different times did the student open the assignment), and sessions after submission (how many times did they review the assignment).
  - B) You can see a report for each specific activity. Time spent and the specific items that a student clicks are tracked per activity.
  - C) The report for the quiz activity will show the number of attempts the student used (if more than 1 was selected), the quiz score and time spent.
  - o D) These student results can be downloaded.
  - Click Exit (E) to exit the report and return to the Assignment Results page.



# Checking Scores or Reports for a Specific Student Checking Connect Scores for a Specific Student

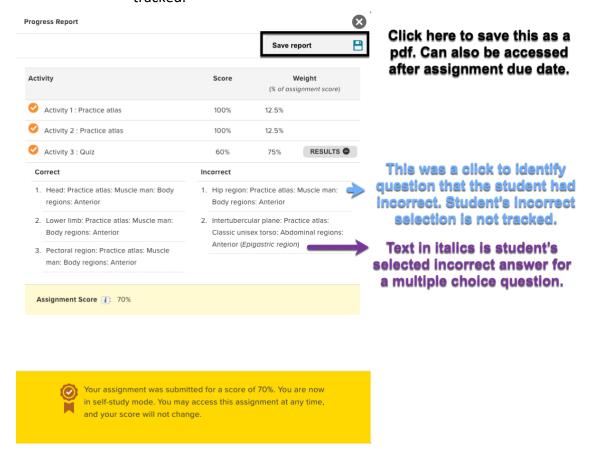
- Choose "Performance" dropdown > "Reports" > "Student performance" and then enter a student's name if you want to search for a specific student and all their Connect assignment results.
  - You can filter by assignment type select Anatomy & Physiology Revealed to see just APR assignment results.
  - o You will see their score, when they began and submitted each assignment.





#### Student's Individual APR Progress Report

- When a student finishes their APR Assignment, they will have the ability to save a pdf of their Progress Report. This report shows their completion for each activity in the assignment and shows details about their quiz activities if the assignment contained a quiz (see below image).
  - If a quiz activity was included in the assignment this progress report will show details of the student's quiz results. There are two column headings for structures: Correct or Incorrect.
    - For multiple choice quizzes, the student's incorrectly selected answer will be listed in italics.
    - For lab practical quizzes, the student's incorrectly entered answer will be listed in italics.
    - Incorrect answers for the click to identify quiz type are not currently tracked.



- All of the data that is available in the individual student progress report is now available
  in the APR report dashboard (detailed above).
  - Simply open the reports dashboard and search for the individual student's name in the top right corner.

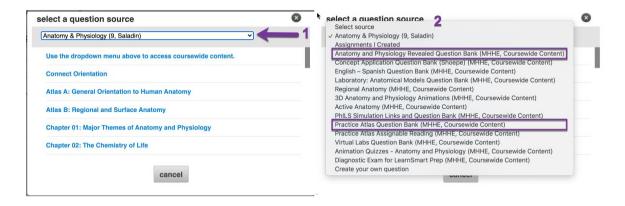
## Creating Connect Question Bank Assignments

- The Connect Question bank assignment type has an entire bank of questions that use images from APR.
- This assignment type gives the instructor complete control over the content and assignment policy settings and works with Proctorio, McGraw Hill's partner for proctoring online assessments.
- This assignment type will also allow student who need extra time for timed assignment to receive that specific time extension.
- This assignment type can be used as an assignment for before or after an APR Assignment.
  - o From your Connect course home page, select the "+ Add Assignment" option
  - Select the "Question Bank" assignment type

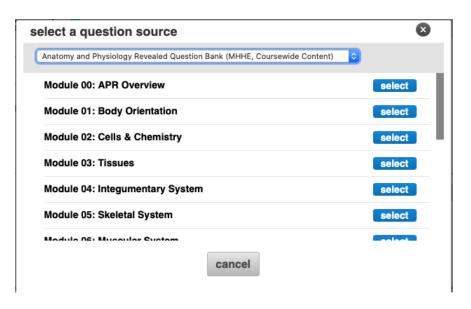


Create an assignment from end-of-chapter questions, test bank or your own question banks.

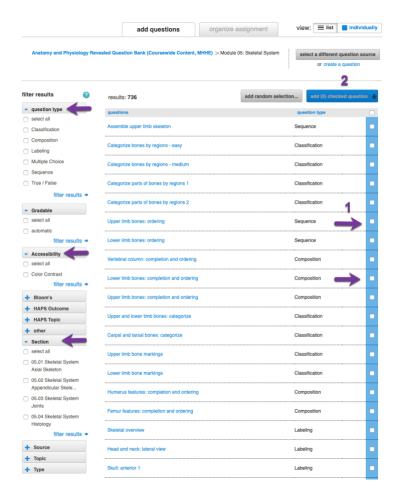
- Select the corresponding question bank you would like to review.
  - You will need to use the drop-down menu (1) to select one of the many Coursewide Content Question banks.
  - Two notable question banks for anatomy-related content are the Anatomy and Physiology Revealed Question Bank and Practice Atlas **Question Bank**



 Questions in the APR bank are organized by body system. Select a system. This will open a list of corresponding questions.



- Use the filters on the left side of the page to narrow down the list of available questions.
- The "Accessibility" filter will show questions that have been created for enhanced color contrast. These questions have a black and white outline for the highlight to assist users with color vision deficiencies.
- The "Section" filter will show questions that have been tagged to specific topics within the body system.



- You may preview any of the questions by clicking the blue hyperlinked text.
- Select the questions you would like to include in an assignment by selecting the box
  - to the right of the question name (1), then click add checked questions(s) (2) at the top right.
- Once you have added all your questions, click "Continue" in the lower right, all the way at the bottom of the page.
- On the next screen, name your assignment and configure policy settings as you see fit.
- Click "Review and assign".

- Click "Assign" to finalize the assignment.
- For more help with creating Connect assignments, please visit the below web link or ask your McGraw Hill Learning Technology Representative or Implementation Consultant for assistance.

https://mhedu.force.com/CXG/s/article/Connect-Assignment-Creation

#### Checking Scores/Reports for a Specific Connect Assignment

- Find results for the assignments you create using the Connect Question Bank by using the same steps listed above.
  - Other reports you may find useful are available within the "Performance" dropdown menu, i.e., Item Analysis or Category Analysis

