



# Instructor Getting Started Guide for Desire2Learn

## Table of Contents

About McGraw-Hill Campus.....	2
Before you begin.....	2
Initial Setup of the McGraw-Hill Campus Module .....	3
Accessing McGraw-Hill Campus.....	7
Automatic Account Creation.....	8
Selecting your Textbook.....	9
Locating Additional Instructional Resources.....	10
Pairing Your Desire2Learn Course with McGraw-Hill Connect.....	12
Instructors who do not have an existing Connect account .....	12
Instructors who do have an existing Connect Account .....	14
Adopting Connect for use in my Course .....	17
Recording and Sharing Lectures with McGraw-Hill Tegrity .....	19
Customizing your Textbook Online with McGraw-Hill Create .....	20
Help and Support Resources.....	21
Need additional help with McGraw-Hill Campus?.....	21
Need additional help with McGraw-Hill Connect? .....	21
Need additional help with McGraw-Hill Tegrity? .....	21
Need additional help with McGraw-Hill Create?.....	21



## About McGraw-Hill Campus

McGraw-Hill Campus Gateway provides single sign on access to a full suite of digital teaching and learning tools and content within your Desire2Learn course. Follow this getting started guide to learn how to access your eBook and all of its accompanying instructor resources - including integrated access to assessment tools in Connect, textbook customization via Create, and lecture capture capabilities through Tegrity.

### Before you begin

McGraw-Hill Campus does require an initial setup and configuration to be completed by your Desire2Learn System administrator. If McGraw-Hill Campus has not yet been made available at your school, please visit <http://www.mhcampus.com> and click the getting started tab to learn more and begin the process today.



## Initial Setup of the McGraw-Hill Campus Module

In order to enable access to McGraw-Hill Campus, you must complete the following one-time setup process to add and configure the module in your Desire2Learn course.

1. Log in to your institution's Desire2Learn site and navigate to your course.

The screenshot shows a user interface for a university's Desire2Learn site. At the top, there is a navigation bar with "My Home" and a dropdown menu "Select a course...". Below this is a search bar with a magnifying glass icon and a dropdown menu "by Course Name". The text "Bio 101" is highlighted in a red circle. To the right of the search bar are icons for "Calendar", "Locker", "Email", "ePortfolio", and "Analytics Portal". Below the navigation bar are two main sections: "Tasks" and "News". The "Tasks" section has a text input field "Add a task...". The "News" section contains two news items: "10th Anniversary" (posted Jun 27, 2012 3:37 AM) and "Innovation Scholarship Opportunity" (posted Jun 14, 2012 12:21 AM). Below the news section is a calendar for December 2012, showing the current date as Thursday, December 6, 2012. The calendar table is as follows:

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

2. Select "Course Materials" from your navigation bar and select "Content".

The screenshot shows the top navigation bar of the Lake Valley University website. The 'Course Materials' dropdown menu is open, and the 'Content' option is circled in red. Other options in the menu include Checklist, Glossary, Links, LOR, Surveys, and Course Builder. Below the navigation bar, there are sections for 'Updates' (29 Unread Discussion Messages, 2 New Enrollments), 'Calendar' (Thursday, December 6, 2012), and a calendar grid for December 2012. The calendar grid shows the date 6th highlighted. On the right side, there are sections for 'Content Br', 'Bookmark', 'Home', and 'Tasks'.

3. Select "Add Quicklink" and select "External Learning Tools" from the dropdown menu.

The screenshot shows the 'Manage Content' interface. The 'Add Quicklink' dropdown menu is open, and the 'External Learning Tools' option is circled in red. Other options in the menu include Chat, Checklist, Discussions, Dropbox, Portfolio Item, Forms, LiveRoom, Online Rooms, Quizzes, Self Assessments, Surveys, and Url. The interface also includes tabs for 'View Content', 'Manage Content', 'Course Builder', and 'Manage Files'. There are buttons for 'Add Content', 'Publish to LOR', and 'More Actions'. A search bar is visible with the text 'Search For:'. Below the search bar, there is a section for 'Content Items' with a list of items, including 'DLC Biology De'.

4. Choose “McGraw-Hill Campus” from the External Learning Tools dropdown menu, and click “Insert”.

Insert a Quicklink - Bio 101 - Lake Valley University

Type \*

External Learning Tools

External Learning Tools \*

-- Choose external learning tool link -- Refresh List

-- Choose external learning tool link --

McGraw-Hill Campus

*Clicking Create or Manage opens a new window. Return to this window when you are done and refresh the list to continue inserting a Quicklink*

Insert Cancel

5. Enter the title you would like for your link, and **be sure to check the “Preview /view the content topic in a new window or tab” box**. Keep the default URL as is and select “Save and Close”.

### New Topic - Quicklink

Properties Restrictions Comments Objectives

#### General

Parent Module  
MH Campus [add module]

**Title** \*  
McGraw-Hill Campus 1.

Short Title

Enumeration  
 Hide enumeration for this topic

#### Content

URL \*  
/d2l/common/dialogs/quickLink/quickLink.d2l?ou={orgUnitId}&

Open in New Window:  
 Preview/view the content topic in a new window or tab 2.

Save and Close 3.

Congratulations! You are now ready to begin using McGraw-Hill Campus to add rich and interactive learning tools to your course.

## Accessing McGraw-Hill Campus

1. Log in to your institution's Desire2Learn site and navigate to your course.
2. Click on the McGraw-Hill Campus link within your course. This is located at the top of your screen.

The screenshot shows the top navigation bar of the Lake Valley University website. The 'McGraw-Hill Campus' link is circled in red. Below the navigation bar, there are several widgets: 'Updates' showing 29 unread messages and 2 new enrollments; 'Calendar' for December 2012; 'News' with a message that there is no news to display; 'Content Browser' with a message that there is no content to display; 'Tasks' with an 'Add a task...' input field; 'Role Switch' showing the current role as 'My Role (Administrator)' and a 'Change Role' button; and 'Google Apps' with a message that no account is linked.

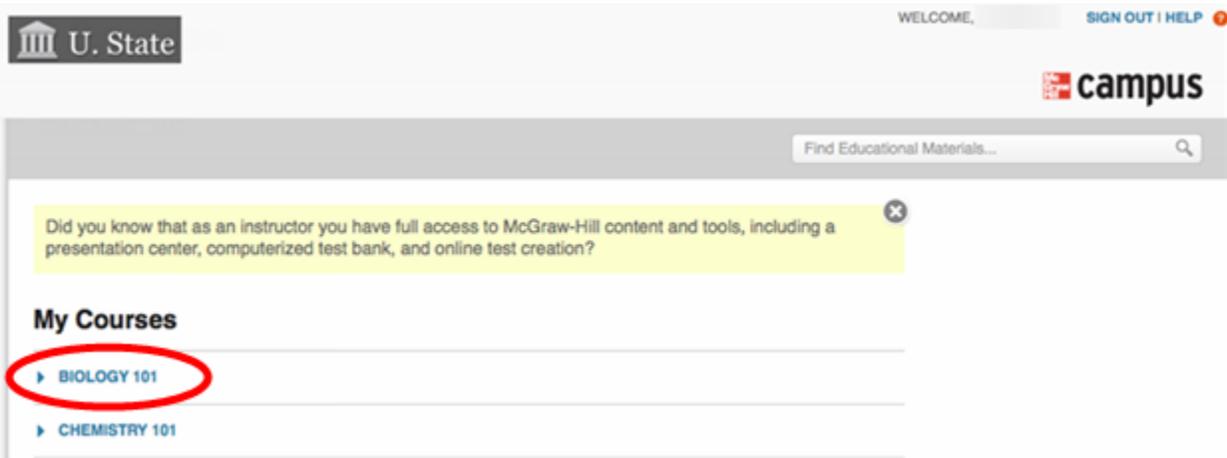
3. When you click on the McGraw-Hill Campus link for the first time, you will be prompted to agree to the Terms of Use and Privacy Policy. Click the links to review both, make sure the box is checked, and click "Get Started".

I agree to the McGraw-Hill Terms of use and Privacy policy

GET STARTED

## Automatic Account Creation

McGraw-Hill Campus has now authenticated your information using the credentials from your Learning Management System, verified who you are, what your role is, and what courses you are teaching. Note that corresponding courses have automatically been created on the McGraw-Hill Campus home page. Click the course in which you would like to begin working.



## Selecting your Textbook

1. To help us provide you access to the educational materials which most closely correlate with your course, use the search feature to find the textbook you are using. Searching by ISBN will provide the most specific result, or you may also search by author, title or subject.

Tell us what book you are using and we will give you instant access to relevant educational materials.



**FIND YOUR TEXTBOOK:**

By Title, Author, or ISBN  
[What's an ISBN?](#)

**FIND NOW**

**ADDITIONAL CONTENT AND SERVICES:**

2. Once you find the textbook you are using, simply click "Select" to add it to your course.

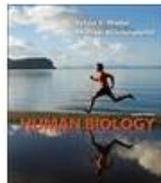
BIOLOGY 101

**Results:**



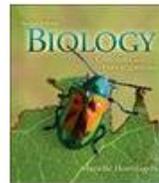
**ESSENTIALS OF BIOLOGY 3e**  
MADER  
2012 © McGraw-Hill, Inc.  
ISBN-10: 0073525510  
ISBN-13: 9780073525518

**SELECT**



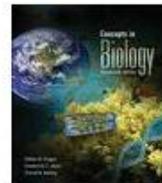
**HUMAN BIOLOGY 12e**  
MADER  
2012 © McGraw-Hill, Inc.  
ISBN-10: 0073525464  
ISBN-13: 9780073525464

**SELECT**



**BIOLOGY: CONCEPTS AND INVESTIGATIONS 2e**  
HOEFNAGELS  
2012 © McGraw-Hill, Inc.  
ISBN-10: 0073403474  
ISBN-13: 9780073403472

**SELECT**



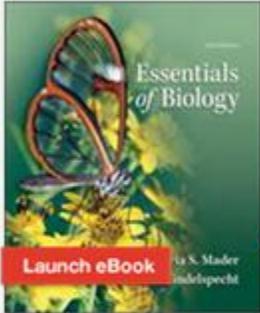
**CONCEPTS IN BIOLOGY 14e**  
ENGER  
2012 © McGraw-Hill, Inc.  
ISBN-10: 0073403466  
ISBN-13: 9780073403465

**SELECT**

## Locating Additional Instructional Resources

1. Click “view online resources” to access the Online Learning Center specific to your McGraw-Hill textbook.

▼ BIOLOGY 101



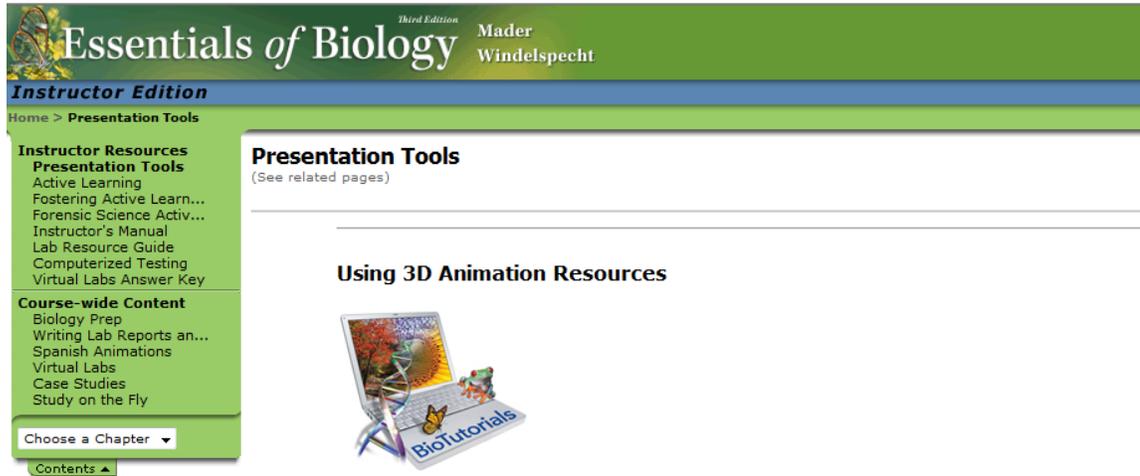
**Essentials of Biology 3e**  
MADER  
2012 © McGraw-Hill, Inc.  
ISBN-10: 0073525510  
ISBN-13: 9780073525518  
(not your book?)

[View online resources](#)

[CUSTOMIZE](#)

[eegrity](#) [connect](#)

2. Available resources include test banks, instructor manuals, animations, PowerPoints, videos, quizzes, study guides and other learning tools and resources. Many of these items are available as downloadable files for easy use in class or for import to your Desire2Learn course.



The screenshot shows the 'Essentials of Biology' website interface. At the top, it says 'Third Edition Mader Windelspecht'. Below that is a navigation bar with 'Instructor Edition' and 'Home > Presentation Tools'. On the left is a sidebar with 'Instructor Resources' and 'Course-wide Content' sections. The main content area is titled 'Presentation Tools' and includes a sub-section 'Using 3D Animation Resources' with a list of animation topics and download links for PC and Mac versions.

### Using 3D Animation Resources



#### CELLULAR RESPIRATION 3D ANIMATION

Click here to download the .zip file of the [PC Version](#).  
Click here to download the .zip file of the [Mac Version](#).

#### PHOTOSYNTHESIS 3D ANIMATION

Click here to download the .zip file of the [PC Version](#).  
Click here to download the .zip file of the [Mac Version](#).

#### CELL CYCLE & MITOSIS 3D ANIMATION

Click here to download the .zip file of the [PC Version](#).  
Click here to download the .zip file of the [Mac Version](#).

#### MOLECULAR BIOLOGY OF THE GENE 3D ANIMATION

Click here to download the .zip file of the [PC Version](#).  
Click here to download the .zip file of the [Mac Version](#).

#### DNA REPLICATION 3D ANIMATION

Click here to download the .zip file of the [PC Version](#).  
Click here to download the .zip file of the [Mac Version](#).

#### MEMBRANE TRANSPORT 3D ANIMATION

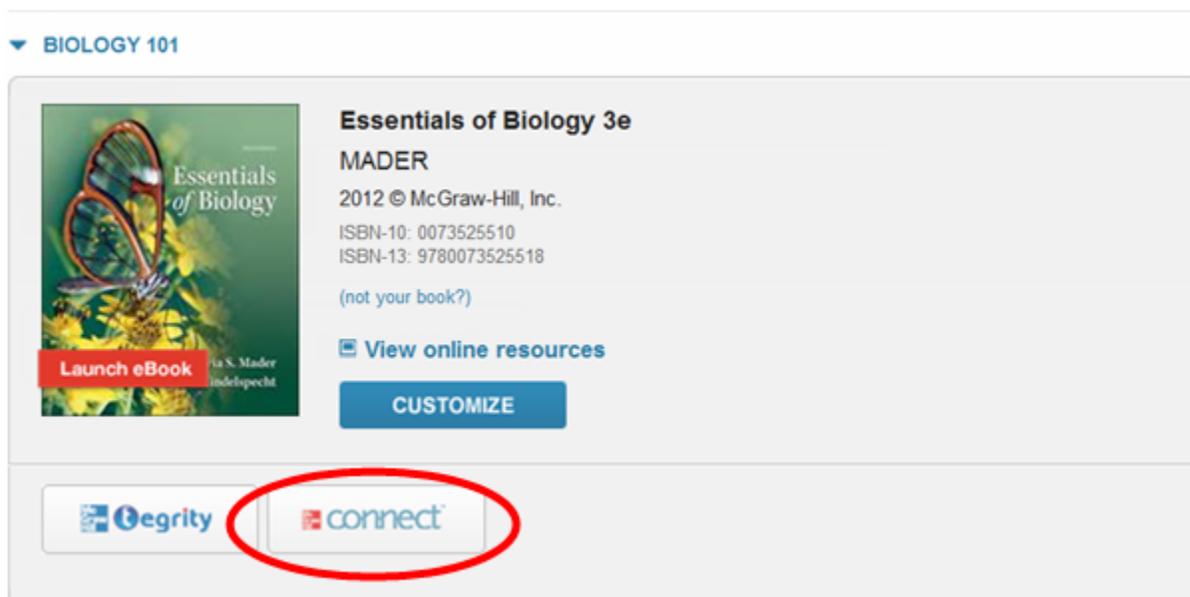
Click here to download the .zip file of the [PC Version](#).  
Click here to download the .zip file of the [Mac Version](#).

## Pairing Your Desire2Learn Course with McGraw-Hill Connect

In order for you and your students to begin using Connect via McGraw-Hill Campus you will need to complete the following brief initial setup and pairing process. Once you have completed this process, you will be instantly logged into Connect on subsequent visits.

### Instructors who do not have an existing Connect account

1. When you click on the “Connect” link, a new window will open up to launch McGraw-Hill Connect



▼ BIOLOGY 101

**Essentials of Biology 3e**  
MADER  
2012 © McGraw-Hill, Inc.  
ISBN-10: 0073525510  
ISBN-13: 9780073525518  
(not your book?)  
[View online resources](#)  
**CUSTOMIZE**

[eegrity](#) [connect](#)

2. If you have never used Connect before, click “No, I am new to Connect.”



**campus** Welcome to McGraw-Hill Campus!

HAVE YOU USED CONNECT BEFORE ?

**No, I am new to Connect**

Yes, I want to use my existing Connect account

3. A Connect account will be instantly created for you along with a corresponding Connect course and section. Note that the name of the newly created Connect course matches that of your Desire2Learn course. Skip to the section labeled “Adopting Connect for use in my Course” to continue the setup process.

You are currently using McGraw-Hill Connect.

[<< Return to MH Campus](#)    [I want this for my students](#)

---

[Sample Instructor](#) | [my account](#) | [help](#) | [sign out](#)



**WE'VE CREATED A NEW CONNECT COURSE FOR YOU!**

Click **rename** to change the name of your course in Connect.

The time zone has been set to the time zone on your computer.

[see next tip >](#)

View tutorial videos (and more) at [connect customer support](#)



## my course

**Biology**

**Biology 101** [rename / change time zone](#)

Essentials of Biology (Mader, 3rd ed.)

 [set registration dates](#)

 [duplicate course](#)

 [delete course](#)

section	pairing	roster	registration info	section options
 <p><b>Biology 101</b></p> <p><a href="#">+ add section</a></p>	<p><a href="#">enable campus student registration</a></p>	<p></p>	<p> <a href="#">dates not set</a></p>	<p><a href="#">section options</a> ▼</p>

go to campus

## Instructors who do have an existing Connect Account

1. If you have used McGraw-Hill Connect before and know your account credentials, click “Yes, I want to use my existing Connect account.”



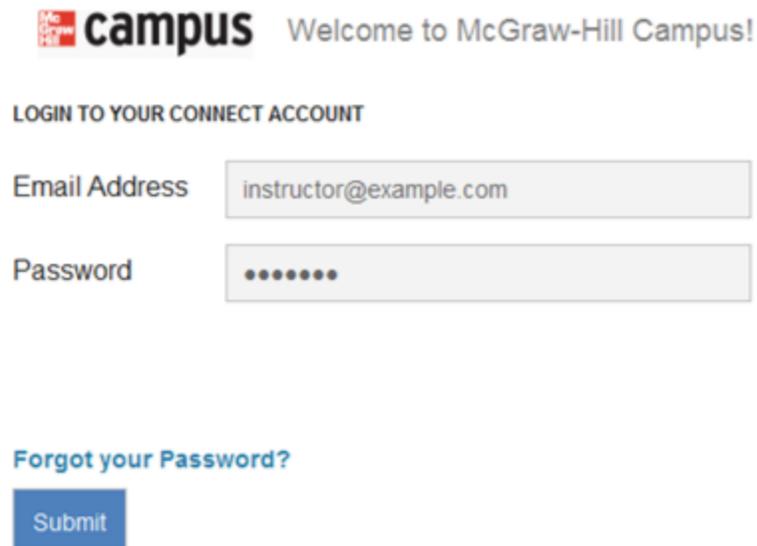
**campus** Welcome to McGraw-Hill Campus!

HAVE YOU USED CONNECT BEFORE ?

No, I am new to Connect

Yes, I want to use my existing Connect account

2. Enter the email address and password for your existing Connect account (note, these are not your LMS login credentials) and click submit.



**campus** Welcome to McGraw-Hill Campus!

LOGIN TO YOUR CONNECT ACCOUNT

Email Address

Password

[Forgot your Password?](#)

- You have the choice to pair your Desire2Learn course with a section in a new Connect course or a section in an existing Connect course.

Hi, Sample !

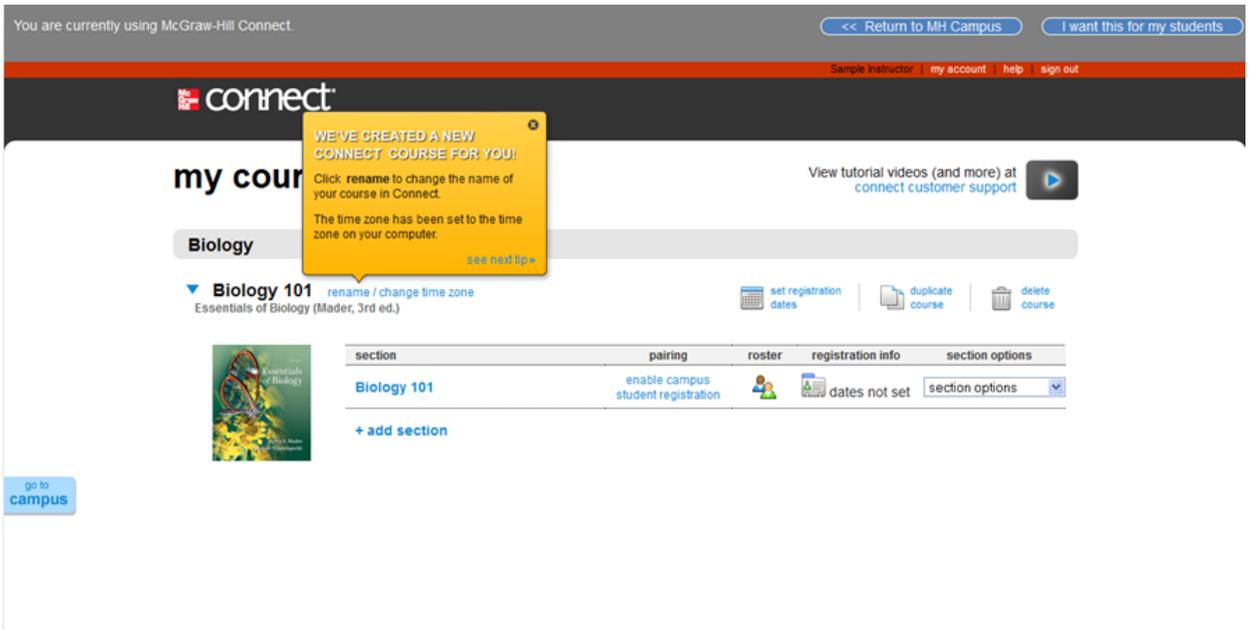
## Pair your course with Connect

### Biology 101

pair with  :

- A section in a **new** Connect course
- A section in an **existing** Connect course

- If you choose “A section in a new Connect course,” a new Connect course and section will be created for you. Note that the name of the newly created Connect course matches that of your Desire2Learn course. Skip to the section labeled “Adopt Connect for my Course” to continue the setup process.



You are currently using McGraw-Hill Connect. [Return to MH Campus](#) [I want this for my students](#)

connect

my course

**Biology**

**Biology 101** [rename / change time zone](#)  
Essentials of Biology (Mader, 3rd ed.)

[set registration dates](#) [duplicate course](#) [delete course](#)

section	pairing	roster	registration info	section options
Biology 101	enable campus student registration		dates not set	section options

[+ add section](#)

[go to campus](#)

- b. If you choose “A section in an existing Connect course,” you may choose which of your existing sections you wish to pair or add a new section to your Connect course. Then click “Save.”

## Select a section of this course ✕



**Course**  
Biology 101

**Textbook**  
Biology ( Mader, 3 ed.)

**i** Learn how to share assignments, copy sections and manage your Connect courses.

---

Biology 101 

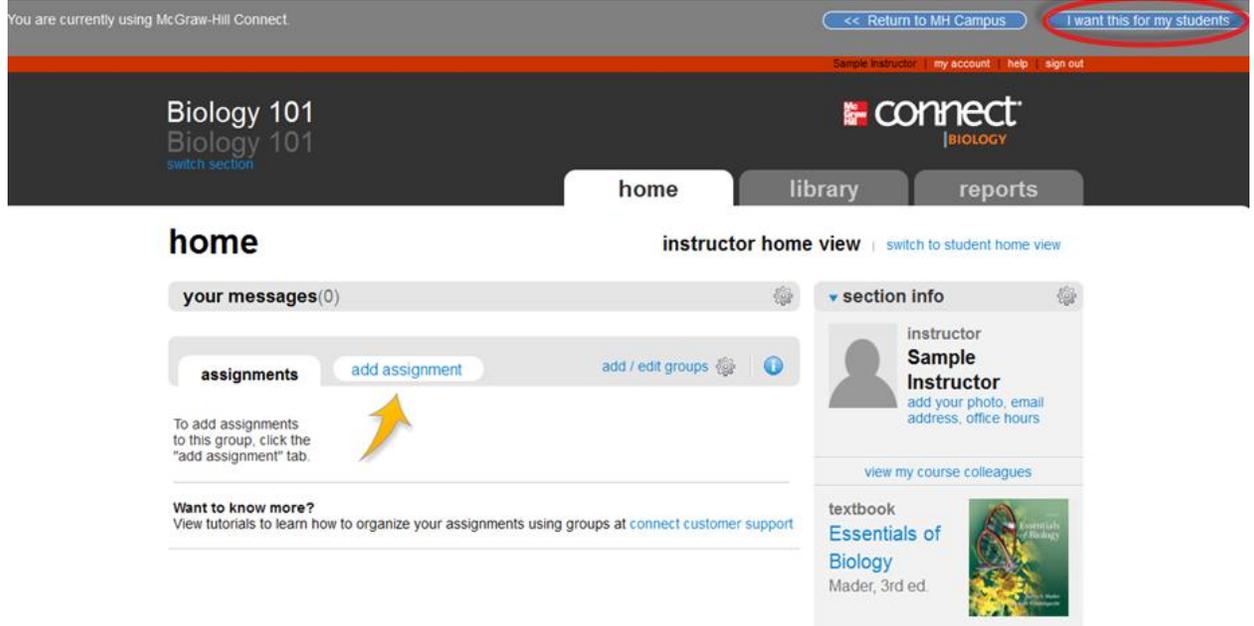
Add a new section

---

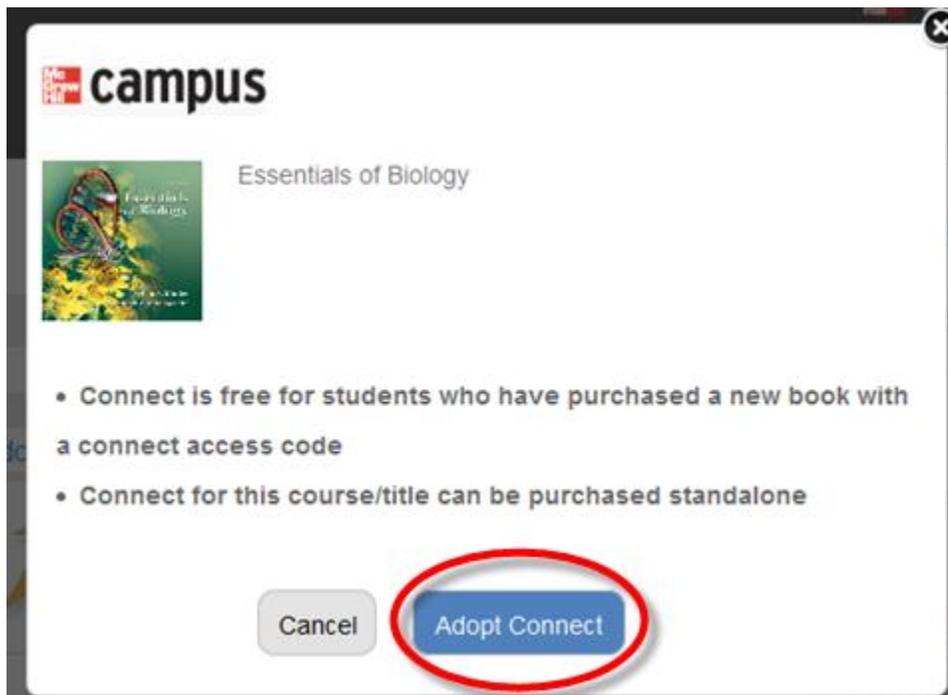


## Adopting Connect for use in my Course

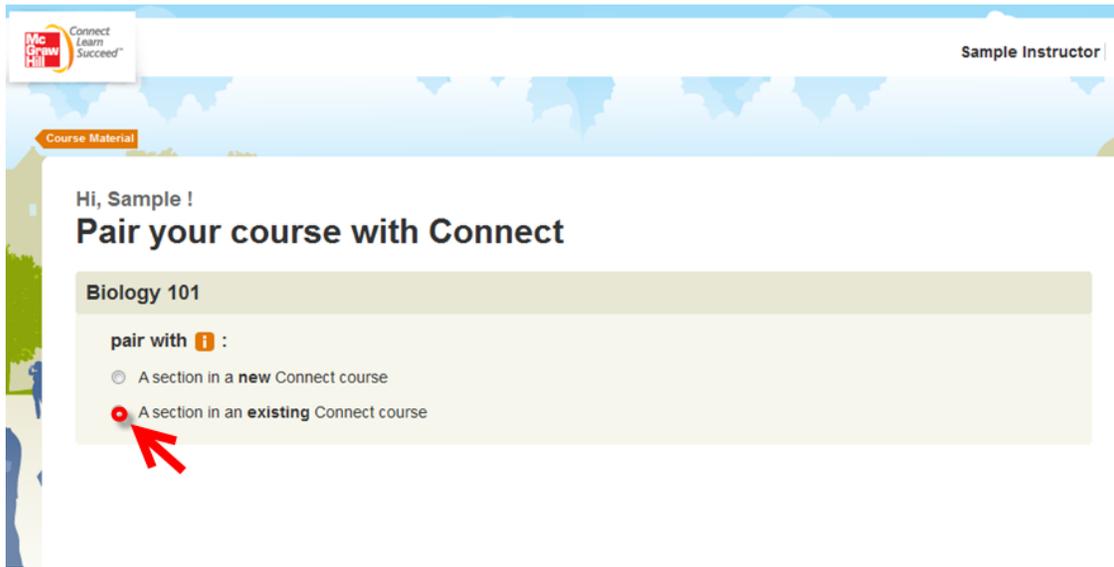
1. To give your students access to your course in Connect click “I want this for my students” at the top right hand corner of the page.



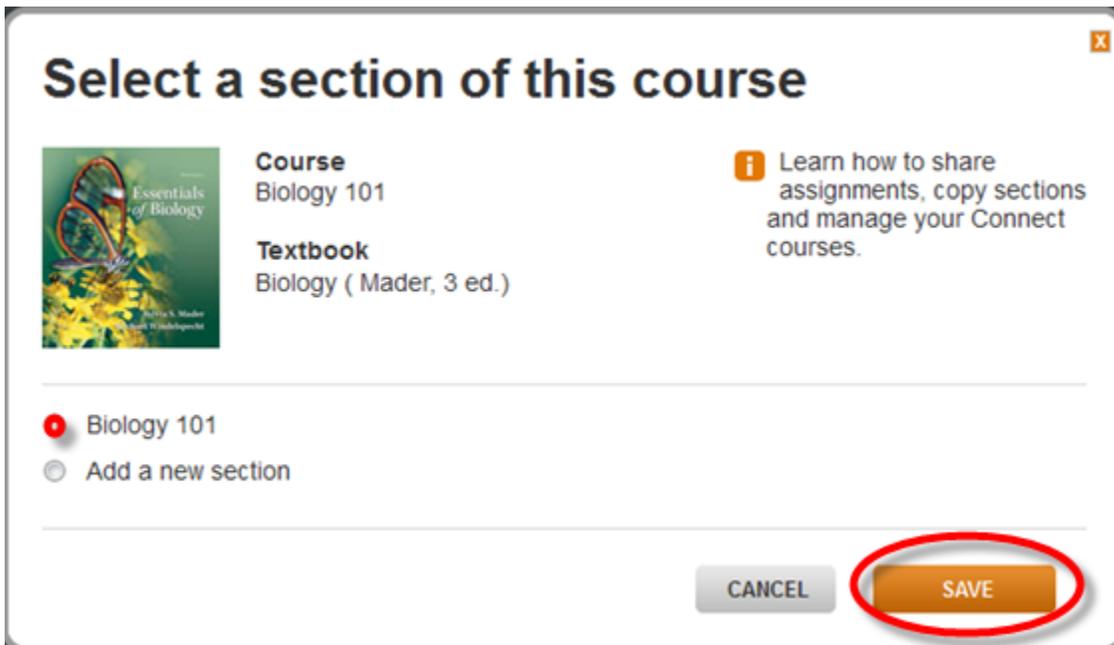
2. You will see a pop-up screen that details the options your students will have to purchase access to Connect. Click the Adopt Connect button.



3. Select the existing Connect course that you just paired.



4. Choose your course and click "Save."

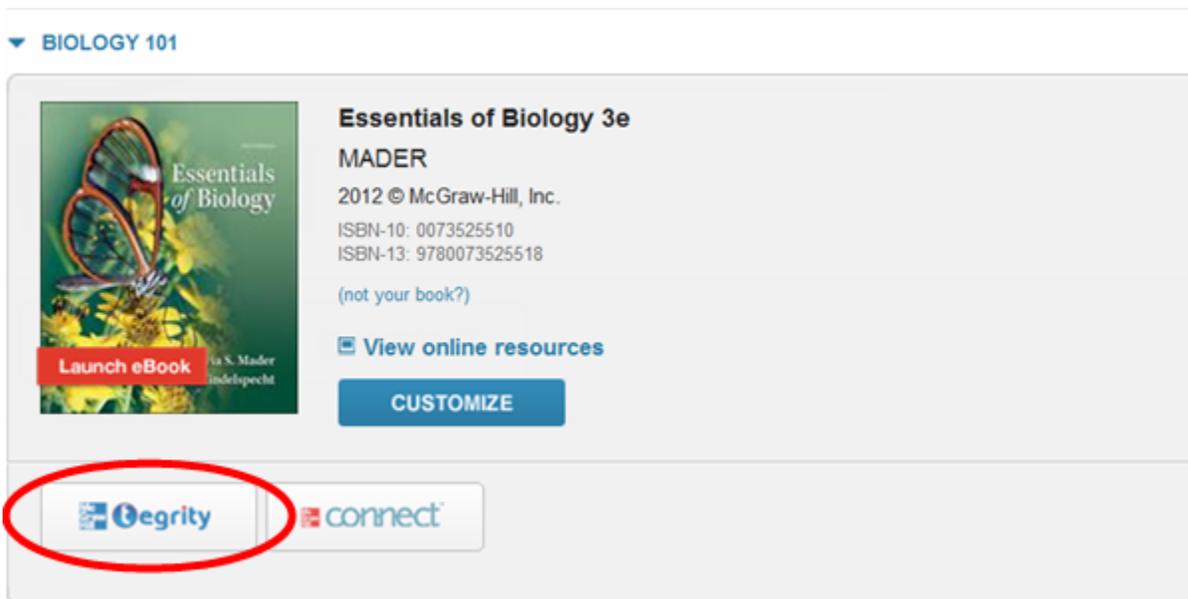


Congratulations! You are now ready to begin using Connect to assign rich, interactive exercises and assessments for your students. For more information on setting up Connect assignments, please visit <http://www.mcgrawhillconnect.com/support>.

## Recording and Sharing Lectures with McGraw-Hill Tegrity

The McGraw-Hill Tegrity link will only appear on your McGraw-Hill Campus homepage if your institution has licensed the tool. If your institution does not license Tegrity, you may still use the tool to record your lectures within Connect.

1. If you would like to record a lecture, click on the “McGraw-Hill Tegrity” link from your McGraw-Hill Campus course homepage.



▼ BIOLOGY 101

**Essentials of Biology 3e**  
MADER  
2012 © McGraw-Hill, Inc.  
ISBN-10: 0073525510  
ISBN-13: 9780073525518  
(not your book?)

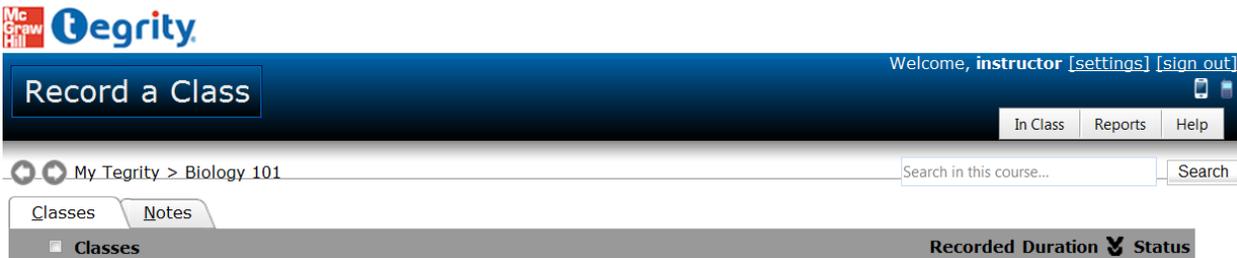
Launch eBook by S. Mader and Delapoché

View online resources

CUSTOMIZE

Tegrity connect

2. For additional information on using Tegrity to record lectures and share them with your students, please visit <http://help.tegrity.com/>.



McGraw Hill Tegrity

Welcome, instructor [settings] [sign out]

Record a Class

In Class Reports Help

My Tegrity > Biology 101 Search in this course... Search

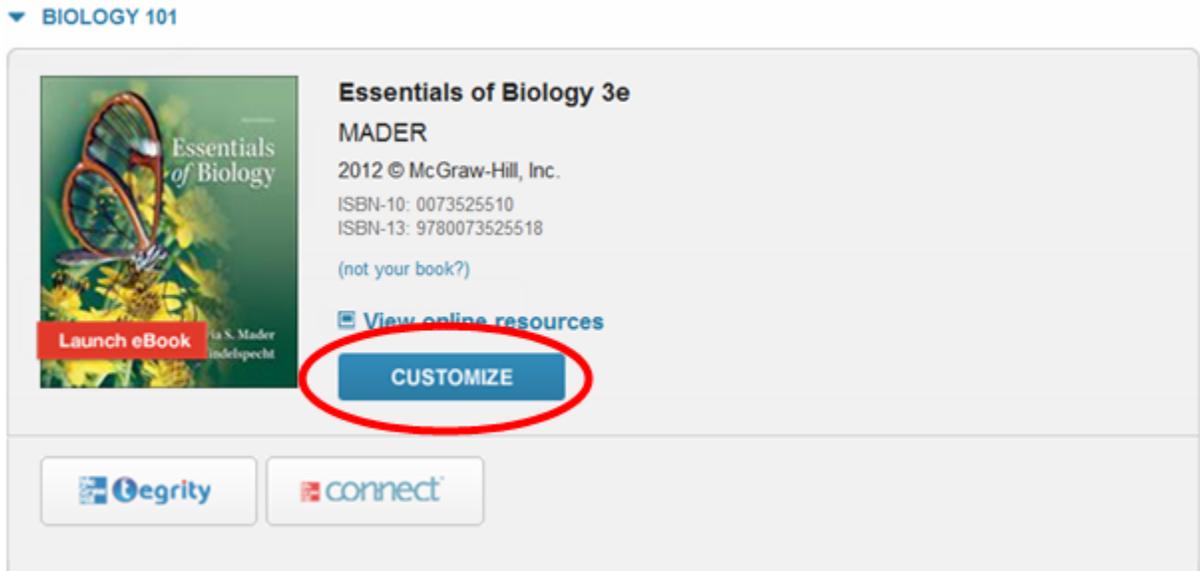
Classes Notes

Classes Recorded Duration Status

## Customizing your Textbook Online with McGraw-Hill Create

1. From the McGraw-Hill Campus Home page, click “Customize”

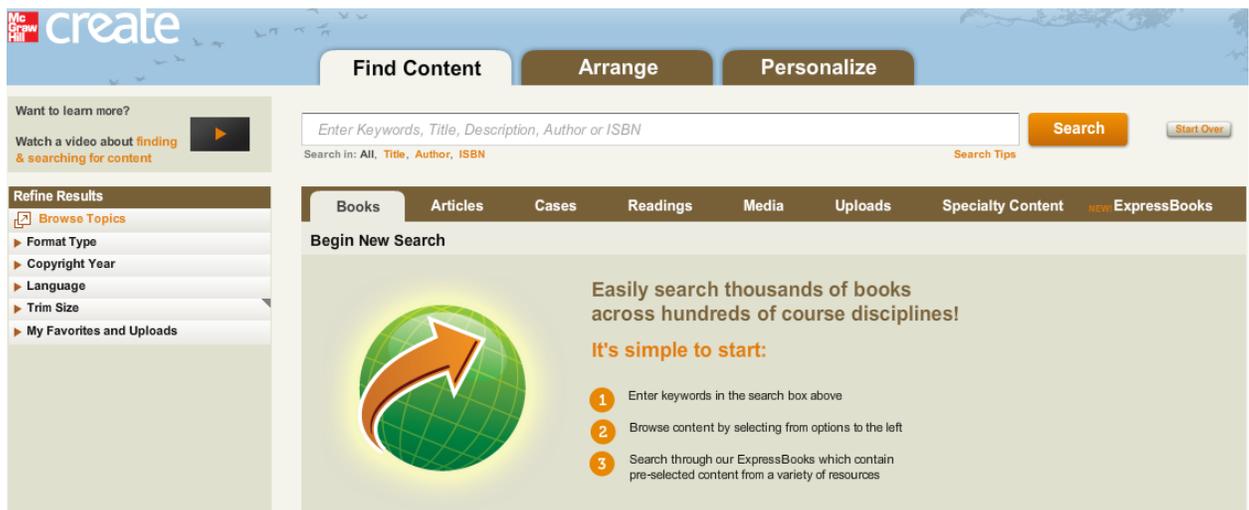
▼ BIOLOGY 101



**Essentials of Biology 3e**  
MADER  
2012 © McGraw-Hill, Inc.  
ISBN-10: 0073525510  
ISBN-13: 9780073525518  
(not your book?)  
[View online resources](#)  
**CUSTOMIZE**

2. For additional information on how to utilize McGraw-Hill Create to customize a book tailored specifically to your course from content across the McGraw-Hill library, please visit <http://create.mcgraw-hill.com/createhelp/>



**create**

Find Content | Arrange | Personalize

Want to learn more?  
Watch a video about finding & searching for content

Enter Keywords, Title, Description, Author or ISBN  
Search in: All, Title, Author, ISBN Search Tips Search Start Over

Refine Results  
Browse Topics  
Format Type  
Copyright Year  
Language  
Trim Size  
My Favorites and Uploads

Books | Articles | Cases | Readings | Media | Uploads | Specialty Content | ExpressBooks

Begin New Search

Easily search thousands of books across hundreds of course disciplines!  
It's simple to start:

- 1 Enter keywords in the search box above
- 2 Browse content by selecting from options to the left
- 3 Search through our ExpressBooks which contain pre-selected content from a variety of resources

## Help and Support Resources

### Need additional help with McGraw-Hill Campus?

Visit us at: <http://mpss.mhhe.com/contact.php> to submit a support ticket

or

Give Us a Call at 1-800-331-5094

Our live support is available:

Mon-Thurs: 8am-11pm CT

Friday: 8am-6pm CT

Sunday: 6pm-11pm CT

### Need additional help with McGraw-Hill Connect?

For more information on setting up Connect assignments, please visit <http://www.mcgrawhillconnect.com/support>.

### Need additional help with McGraw-Hill Tegrity?

For additional information on using Tegrity to record lectures and share them with your students, please visit <http://help.tegrity.com/>.

### Need additional help with McGraw-Hill Create?

For additional information on how to utilize McGraw-Hill Create to customize a book tailored specifically to your course from content across the McGraw-Hill library, please visit <http://create.mcgraw-hill.com/createhelp/>

