PERUSALL
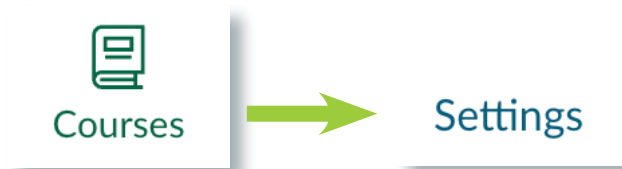## SETUP OF LTI, LINKING, AND ADDING CONTENT/ASSIGNMENTS

The following will provide you with a basic overview of Perusall as an external tool in Canvas. This will give you a breakdown of the process of setting up, linking and adding content.

Perusall Perusall is a social learning platform that allows coursework to become a social experience. With Perusall, instructors can upload their course content and enable automatic grading linked to Canvas.

Setup of LTI

01 Go to your Canvas course and then choose **Settings**.

Courses → Settings

02 Select the **Navigation** tab.

Course Details | Sections | Navigation | Apps

03 Scroll to the bottom to find **Perusall**.

Perusall
Page disabled, won't appear in navigation

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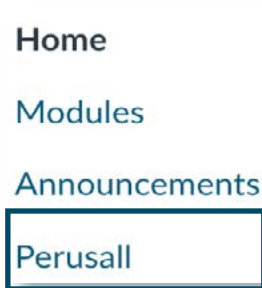
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04 Enable **Perusall** in the navigation by clicking on the 3 vertical dots and selecting. **Enable** and then **Save**.

05 Refresh browser and confirm you see **Perusall** in the left side navigation.


Linking Course to Perusall

Select the **Perusall** link on the left side navigation that was just enabled. This will open Perusall's website in another tab.

NOTE
Clicking on the Perusall link sets up the connection to Perusall. The course is automatically created in Perusall and the name will be exact to the Canvas name.

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Perusall Settings & Walkthrough

Click on **Settings** in the left-hand navigation and fill in course start date and Course end date.

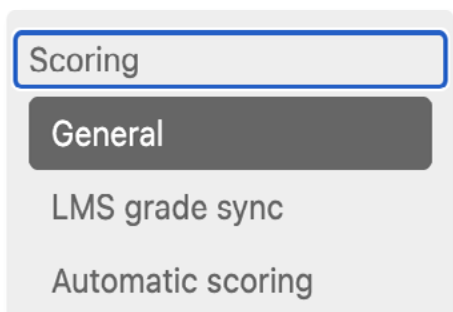← My Courses
🏠 Course home
⚙️ Settings
⊞ Gradebook
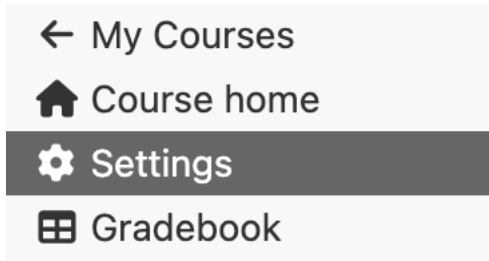
In the Grouping tab

Grouping

By default, the settings are configured to put all students in one big group. The effect is that groups are not being used. Regardless of whether you're not using groups, the "enrollment estimate" needs to reflect your course enrollment. You can use the enrollment cap. as this figure. Here are your options on how to configure groups in Perusall:

- No groups; group size is equal to enrollment estimate (default setting)
- Students can automatically be assigned in Perusall, you just need to specify the group size.
- Students can be assigned manually in Perusall.
- Students can be assigned based on Canvas student groups. There can only be one group set in Canvas. Perusall will not pick up the group names from Canvas.

In the Scoring tab

Scoring

General

LMS grade sync

Automatic scoring

By default, the settings are configured to "only after instructor manually releases them in the

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Gradebook". The settings refer to the Perusall gradebook. Grades are not automatically passed to Canvas until they are released to Perusall gradebook. Be sure to click **"Sync to LMS"** to release grades to Perusall gradebook.

NOTES

- Be sure to check the settings in scoring tab to ensure it's set to your grading preferences.
- The default score for all assignments is 3 points and it applies to all Perusall assignments. If your perusall assignments are going to be worth a different point value, you can change it to your preferences.
- Make sure the point value in Perusall matches the point value on the Canvas assignment(s).

In the Advanced tab
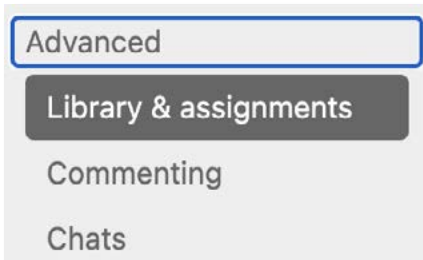
You will find more assignment settings and grading options. Read each setting carefully before enabling as some options may affect and override scoring options.
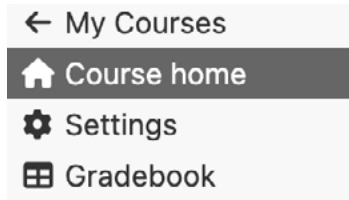
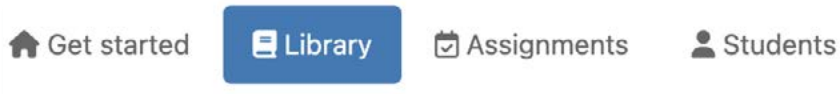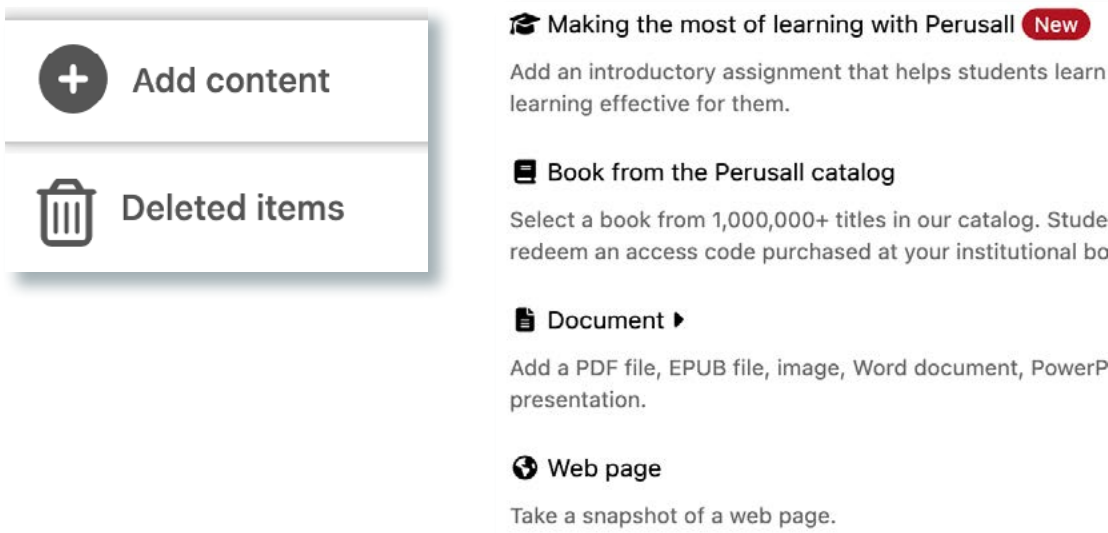Remember to click the **Save changes** button on the bottom right when done.

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Adding Content

01 Go to **Course home** in Perusall.

← My Courses
🏠 Course home
⚙ Settings
⊞ Gradebook

02 Select the **Library** tab.

🏠 Get started   📘 Library   ☑ Assignments   👤 Students

03 **Add content** and select the type of content from the options on the right panel.
You can select a variety of files types from the Perusall catalog or upload your own materials (PDF's, webpage, videos, podcasts, etc.).

⊕ Add content

🗑 Deleted items

🎓 Making the most of learning with Perusall New
Add an introductory assignment that helps students learn learning effective for them.

📘 Book from the Perusall catalog
Select a book from 1,000,000+ titles in our catalog. Stude redeem an access code purchased at your institutional bo

📄 Document ▶
Add a PDF file, EPUB file, image, Word document, PowerP presentation.

🌐 Web page
Take a snapshot of a web page.

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04 Click the green **OK** button when done.

OK

Adding Assignments

01 In course home, find the **Assignments** tab.

🏠 Get started   📖 Library   ☑ Assignments   👤 Students

02 Add assignment by clicking on the gray **+ Add Assignment** tab and select **Add assignment** from the options on the right panel.

➕ Add assignment

🗑 Deleted assignments

➡

📄 Add assignment

Assign materials from one or more items in y
single assignment, and they will be displaye
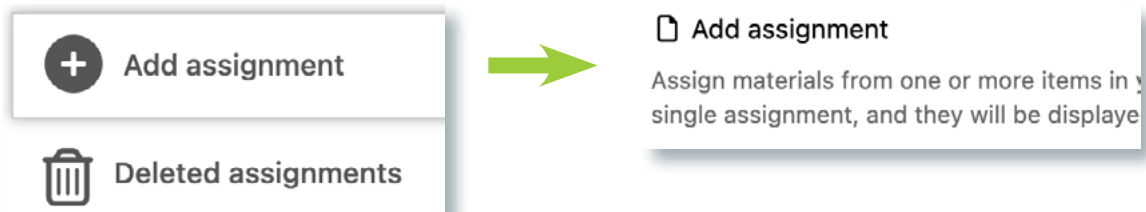
03 A new window will open. Select the library item from the content to assign drop down "**Content to assign**". You can assign all content (or page ranges if it's a text document). Click "**Next Step**" or find the Options tab and include the assignment details (Submission deadline, Assignment name, Instructions for students).

Content to assign   [▼]

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If you want to customize the default scoring for that assignment, click "**Next Step**" or go to the Scoring tab. Click the green **OK** button when done.

Quick TIP

Tip #1: *To make it easy to find your assignment in Canvas, use the naming convention "ASSIGNMENT TITLE_ Perusall" (e.g., Module 1 Reading_Perusall). This will help easily identify Perusall assignments. You can also use an assignment grouping in Canvas to collect all Perusall assignments.*
Tip #2: *All student instructions should be specified in the Perusall assignment.*

Linking Perusall Assignment to Canvas

To link Perusall assignments to Canvas, you will need to create your assignments in Perusall, then link to them via corresponding Canvas assignments. For the integration to work properly, the Perusall and Canvas assignments must have identical titles.

01 In Perusall, go to an assignment you plan to link to Canvas and select "**Copy full title for LMS**". This copies the title name to your computer clipboard that you will paste in Canvas later.
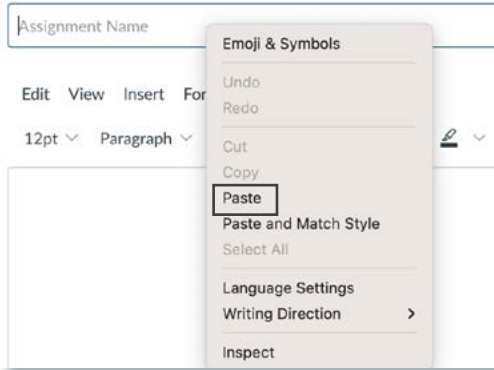
Copy full title for LMS

02 Go to your Canvas course and create an **Assignment**.

+ Assignment

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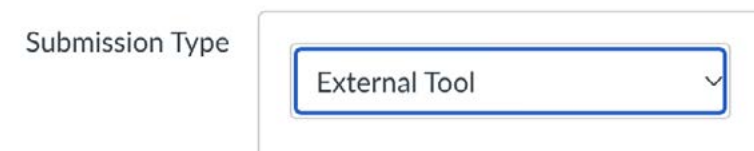
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03 For the title, **Paste** in what you copied from Perusall. Make sure the point value is the same as in Perusall.

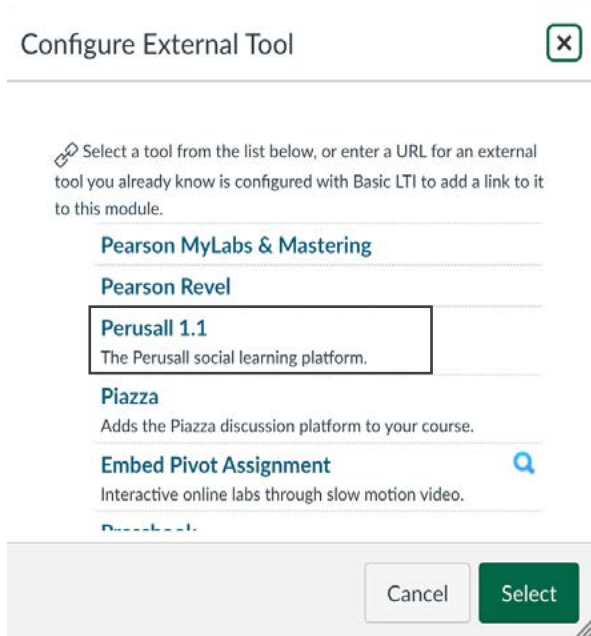**04** Under select submission type, choose **External Tool**.

05 Find and select **Perusall 1.1**.

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06 Fill out the rest of the assignment as usual.

07 **Save** & Publish when you are done.

Save

NOTE
Repeat these for each Perusall assignment you want in Canvas.

Perusall Scoring

Perusall scoring is unusual and takes some time to get used to. Refer to this scoring guide for more information about scoring.

Quick TIP

Tip #1: *Start with the default setting in Perusall and then make small adjustments as needed until you feel Perusall is grading the assignment appropriately.*
Tip #2: *If you only want to grade on participation, click the "Annotation content only" button.*

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