CourseKey

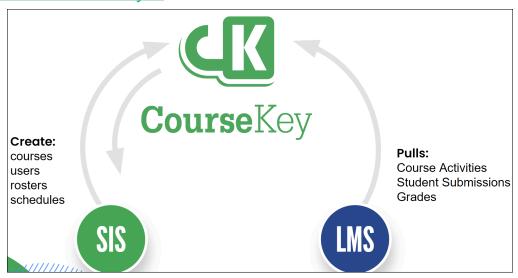## Distance Education (Asynchronous) CourseKey Attendance Canvas

This Document is intended to be used as a guideline for Asynchronous Attendance Conversion when using the Canvas LMS. CourseKey will use data from Canvas to convert participation into Attendance. This document will outline what is recorded and converted into Attendance from Canvas into CourseKey.

Integration and Data Sync

Create:
courses
users
rosters
schedules

Pulls:
Course Activities
Student Submissions
Grades

SIS   **LMS**

1. CourseKey/SIS integration Runs: Hourly
   ○ Courses, Users, Rosters and Schedules populate from SIS into CourseKey
2. CoursKey/Canvas integration Runs: Two Times Daily (AM & PM)
   ○ Course Activity, Submissions and Grades populate from Canvas to CourseKey in Minutes
3. CourseKey/SIS integration Runs: Hourly
   ○ Attendance is recorded into SIS from CourseKey

LMS Integrations - CourseKey Support Center

- The integration syncs students' course activity submissions from the LMS, and creates them as online/asynchronous assignment submissions in CourseKey. These data are synced from the start date of the course session to the end date of the course session in Canvas.
- The process syncs students' course activity submissions and sets their status:
   ○ OnTime: when the submission was made by the activity's due date (or by the end date of the course, if there is no due date).
   ○ Late: when the submission was made after the activity's due date (or after the end date of the course, if there is no due date).
- Students' course assignment submissions are recorded in CourseKey based on the students' submission date in the LMS, but some activities may be recorded based on

grading events (e.g. when the LMS does not record a student's submission date for external tool assignments that rely on the grade passback from a third-party tool).

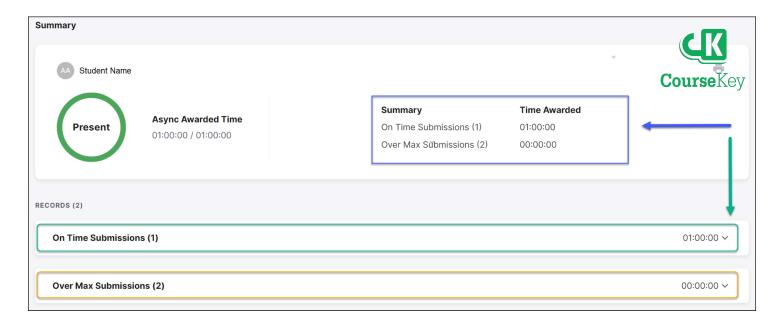| Fully Asynchronous Courses and Attendance |
|---|
| No set up in Canvas is needed on the Customer side. Attendance is based on Qualifying Attendance events in Canvas as outlined in this document.

Clients will have the ability to set the below time configurations;

• Awarded Time - Client will set an awarded time for each activity
• Max Time Per Day - Client will set a maximum amount of attendance minutes to be awarded per day. This can range from 1 hr to 24 hrs.
• Cap Max Awarded Time Per Course - This is the total time, in hours, that can be awarded to a student in the course. This would be your Total Course Hours. |

NOTE: Attendance will only be awarded up to the determined time awarded per activity AND up to the max time per day.

Example - A student has 3 submissions in one day:

- Client has decided the Awarded Time per Submission = 60 mins.
- Client has decided the Max Per Day = 60 mins
- The first submission will be awarded time = 60/submission
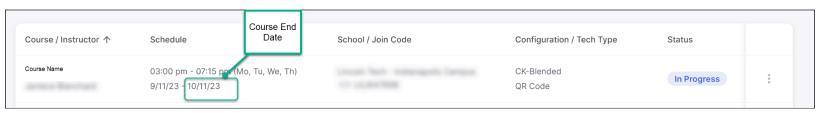- The second and third will be Over the Max and will not count as time awarded for that day.

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ASYNC DUE DATES:

❖ The Client will determine if "Late" Submissions will count as attendance.

If there is no Due date on an Assignment, Quiz or Discussion - CourseKey will default to the course end date. If the end of the course is extended AND and there is no due date to an activity the due date will be the newly updated end date of the course.

DUE DATE Extensions - If a due date is Extended for any Assignment, Quiz or Discussion - for CourseKey attendance the new extended due date will be applied to all students.

● *3rd Party tools* - Any time Auto Grade has already been Completed - if a due date is Extended this new due date will automatically update ALL "MISSED" Submissions to "On time". This is due to Auto-grading being marked as a "MISSED" submission.

CourseKey

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Canvas Qualifying Attendance Events

Canvas Participation that can be included in Attendance

- **Assignments:** All Canvas submissions to an assignment that is a gradable item in Canvas.
- All Graded Canvas Assignments with a Grade > 0, if there was no previous submission recorded.
  - Resubmitted assignments
    - Students can not delete already submitted assignments - however students can resubmit assignments (if the assignment was configured to allow resubmissions and a resubmission # limit)
    - Canvas will rewrite the assignment with an updated submission date, CourseKey will retain the history of all that was submitted. CourseKey will not update the submitted date and will retain the 1st submission.
    - If the assignment due date is "locked" then a student can not resubmit after the due date.
    - If the assignment is "not locked" the student will be able to resubmit the assignment
      - If a student submits multiple assignments - CourseKey will not update the submitted date and will retain the 1st submission.
- **Quizzes and Surveys:** All Canvas submissions to a quiz or survey for all quiz types (Graded Quiz, Practice Quiz, Graded Survey, Ungraded Survey)
  - If a student re-submits a Quiz or Survey - Canvas will rewrite the assignment with an updated submission date, CourseKey will not update the submitted date and will retain the 1st submission.
- All Graded Quizzes and Surveys with a Grade > 0, if there was no previous submission recorded.
- **Discussions:** All Canvas participation (posts or replies) in a graded discussion that is a gradable item in the Canvas gradebook.
- All Graded Discussions with a Grade > 0, if there was no previous submission recorded.
  - The discussion post or reply must take place within a course.
  - Discussion posts or replies that take place within an ungraded group discussion or as part of an announcement will not be considered a qualified attendance event.
  - If a student Deletes a Discussion that is already awarded time, CourseKey will not delete the time awarded (Attendance remains for Compliance purposes). If the student Submits again, we will record the 2nd Discussion post as it is treated as "New".

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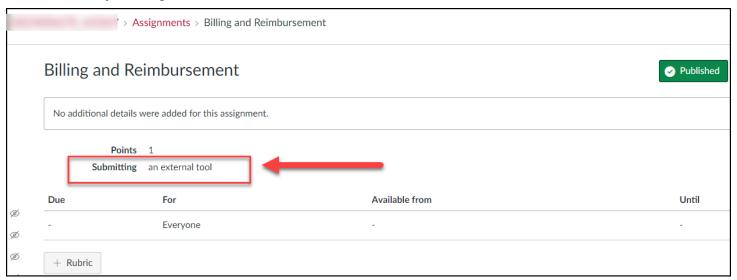| External Tools and Attendance |
|---|

- When an external tool assignment has been created using the [Line Items Service](#), it is possible for it to be configured by the learning tool as a no submission assignment type, this means that no "Submitted at" Timestamp is passed to Canvas.
- The External tool will need to pass data back to Canvas LMS' [Submissions API endpoint](#) with either a "submitted_at" timestamp and/ or a "graded_at" timestamp upon a student completing an external tool assignment in the learning tool.
  - CourseKey's current logic for our Asynchronous solution treats the submitted and grading timestamps equally in most cases–except for some cases outlined below, and will record an attendance record in CourseKey whether or not the submission timestamp is returned by the Canvas LMS' API.
- In the absence of the submitted timestamp, based on the data in Canvas LMS' [Submissions API endpoint](#), our logic defaults to using the grading timestamp for processing and recording a student's assignment submission entry in CourseKey.
  - For the cases when the submitted timestamp is absent from the Canvas LMS' API, a student's submission entry is recorded in CourseKey only when the score is greater than 0 and other validation rules pass, as described below.
- Because an assignment could be configured for grading (Auto Grading) by the learning tool on the due date and that the learning tool may not report the details of the submission to the Canvas LMS, CourseKey applies the following special business rules/logic, the below applies when there is no previous submission recorded in Canvas & CourseKey;
  - If the grading timestamp is after the due date and the score is 0, then no student's assignment submission entry is recorded in CourseKey;
  - If the graded timestamp is after the due date and the score is higher than 0, then an attendance record is recorded in CourseKey with the grading timestamp and the status of "On Time" (or "Over Max").
    - *This rule ignores the assignments due date - CourseKey currently has an enhancement for updates to this logic being reviewed and prioritized.*

CourseKey

Distance Education (Asynchronous) CourseKey Attendance
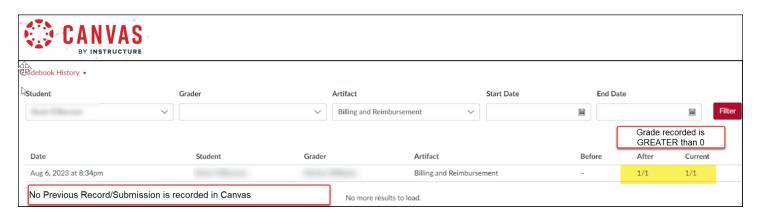## Canvas

EXTERNAL TOOL ASSIGNMENTS
Example when an assignment can count AFTER the due date - Canvas & CourseKey:
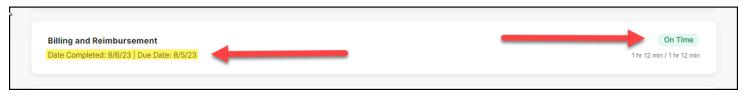
Activity settings - "An External Tool"

Canvas Gradebook History
- The only history in the Gradebook is the Graded item AFTER the course end date
- Grade is Greater than 0

CourseKey Attendance

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Stop attendance after the end of the Course - Canvas Class Sections
- From the Canvas Course Settings   - Add the Class section   - Ensure there is a Start & End Date   - CourseKey will not sync the course at the end of the section if these are populated.