



Teacher: Brightspace Log-In & Initial Set Up

Logging in to Brightspace

1. Log in to Brightspace

D2L
BRIGHTSPACE

Welcome to Brightspace by D2L

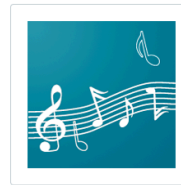
Log in to view your courses, explore tools and features, and customize your eLearning experience...

Username *

Password *

[Log In](#)

[Forgot your password?](#)

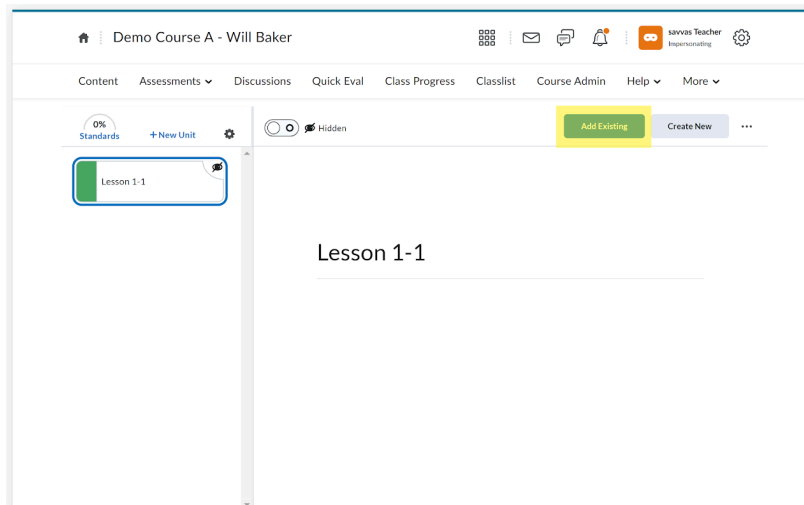


Once you have logged into Brightspace, you will see your Brightspace dashboard.

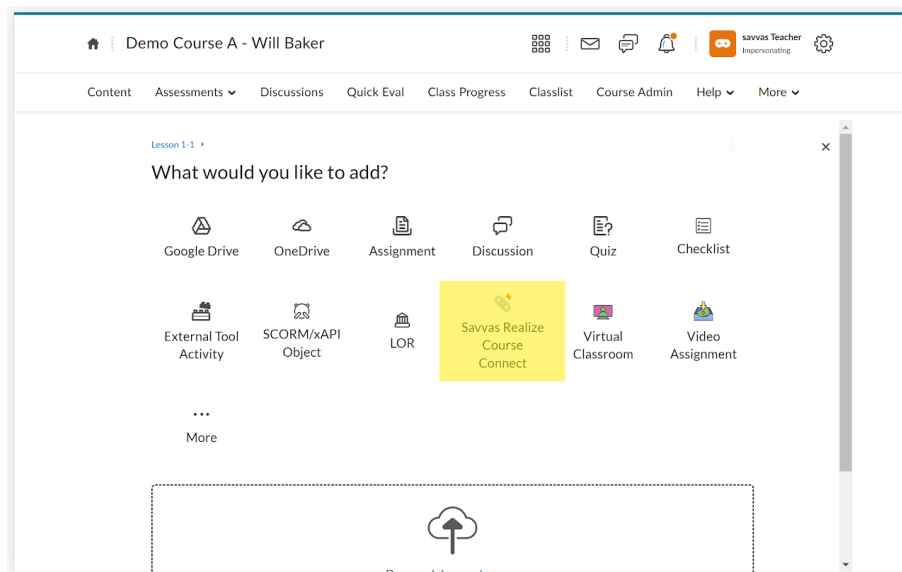
Accessing MathUP Student or Sankofa K-3

Now that you have successfully logged into Brightspace, you can now follow the steps below to access your MathUP Student or Sankofa K-3 content.

1. Navigate to the CONTENT tab and select “Add Existing.”



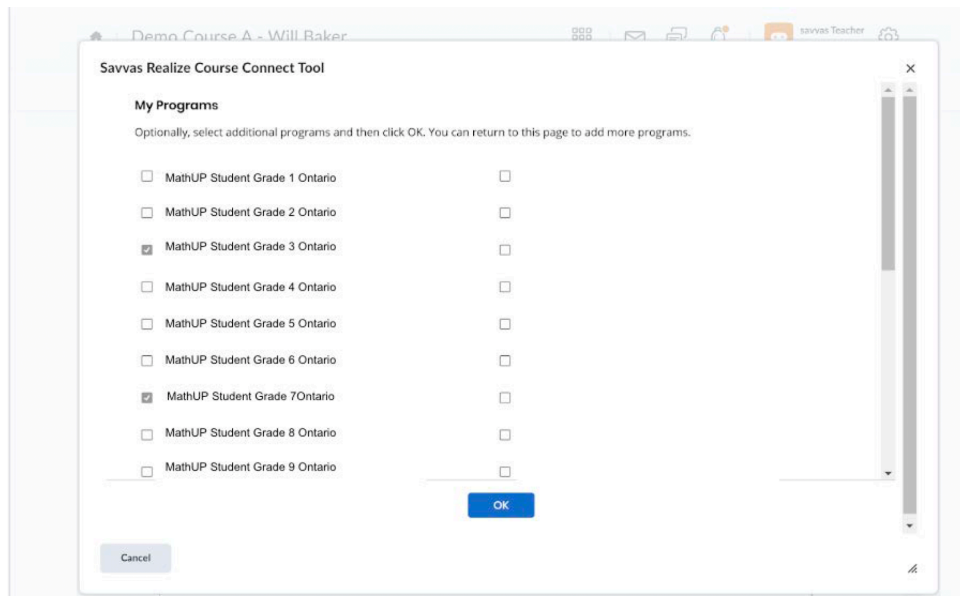
2. Select “Savvas Realize Course Connect.”



3. **Select your program.** *If you are using the tool for the first time, you will be asked to add the programs to your course.*

Select: MathUP Student _____ [Grade] OR Sankofa K-3 _____[Grade] for the grades you wish to access. *(You can choose as many grades as you like.)*

Press: OK

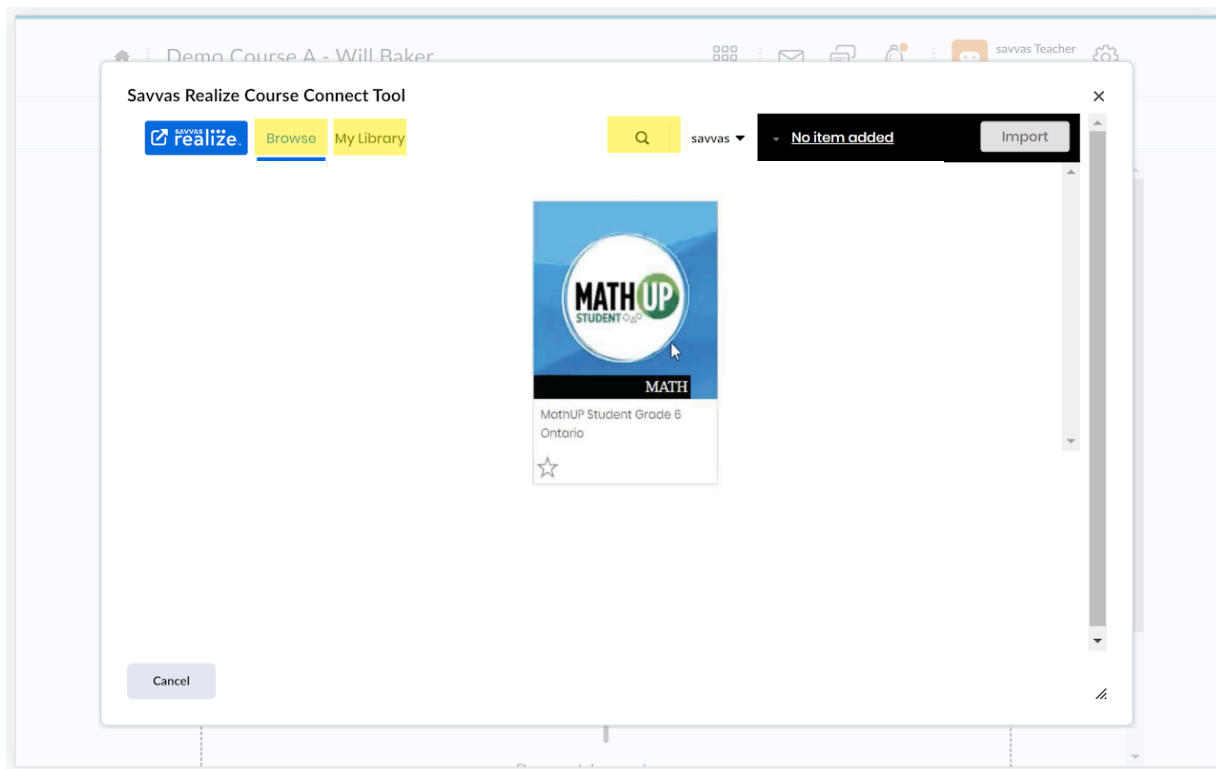


Finding your MathUP Student or Sankofa K-3 content

You will now see all of the Grade levels you selected for your desired resource in your “Savvas Realize Course Connect”

You can **navigate for content in each by:**

1. Selecting one of the **resource grades you selected** and navigate by the table of contents or,
2. Select the **search icon** to search for content



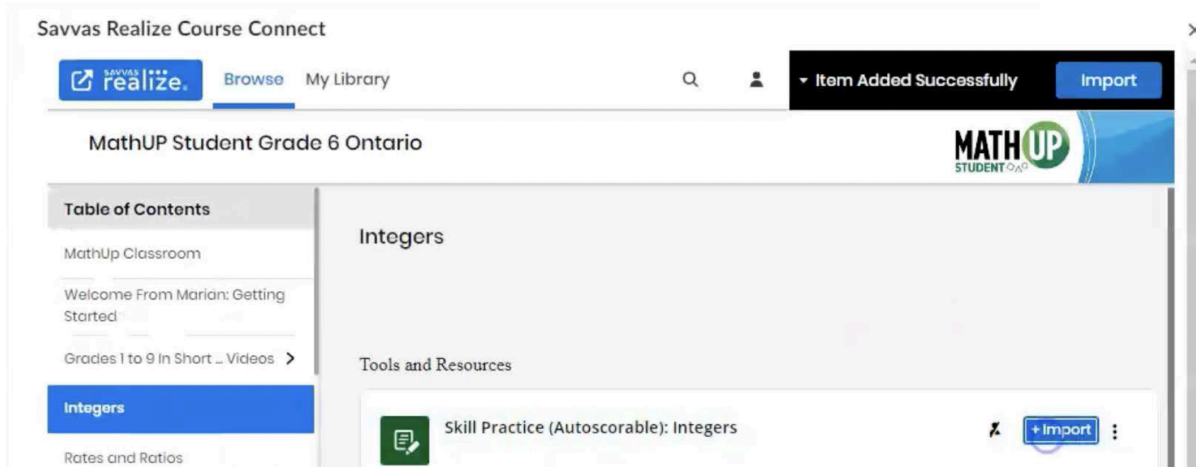
Activating your course

Now, the final steps in the process - In order to activate your Brightspace course with MathUP Student or Sankofa K-3, you will need to import at least **one** item into Brightspace and open it.

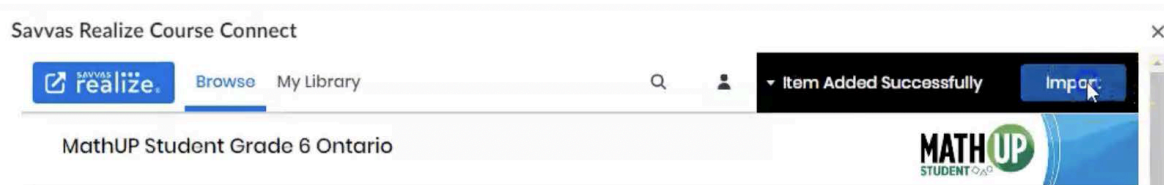
NOTE: You will only have to do this **once**.

1. Select **any of the Grade levels of the resource** in your Savvas Realize Course Connect to **open**.

2. **Select content to import:** To add a content item to import, simply **click on the + Import button on the item you want to add**. This will add the item to your "shopping cart."



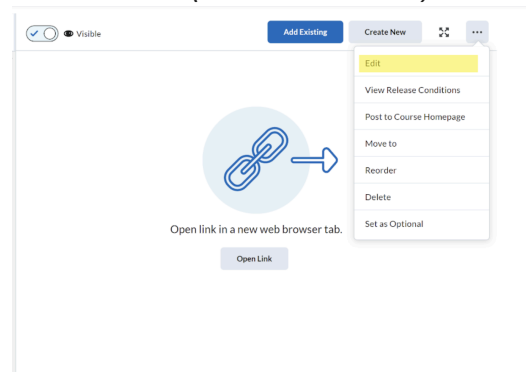
3. To import the content from your "shopping cart" into your Brightspace course, click on the **Import** button.



You will now see the items you selected in your Brightspace course.

4. If you wish to **edit the settings of the item imported** so that when it is assigned to a student, it will open in a new tab (recommended):

- Select **the item you imported**.
- Select **"Edit"**



- Scroll down to “**Display Option.**”
- Select “**Open in a new tab.**”
- Select “**Save and Close**”

Back Edit Topic 1: Today's Challenge

Name *

Topic 1: Today's Challenge

Grade Items

1 Grade Item Add and Manage Grade Items

Due Date

7/28/2023 11:59 PM

Display Options

☐ Embed on the page

☒ Open in a new tab (recommended) ?

Topic 1: Today's Challenge Open In New Window

Save and Close Save Cancel Visible

5. To trigger the course activation, **OPEN** the content item you imported into Brightspace.

0% Standards + New Unit

Visible

Add Existing Create New

Lesson 1-1

Topic 1: Today's Challenge

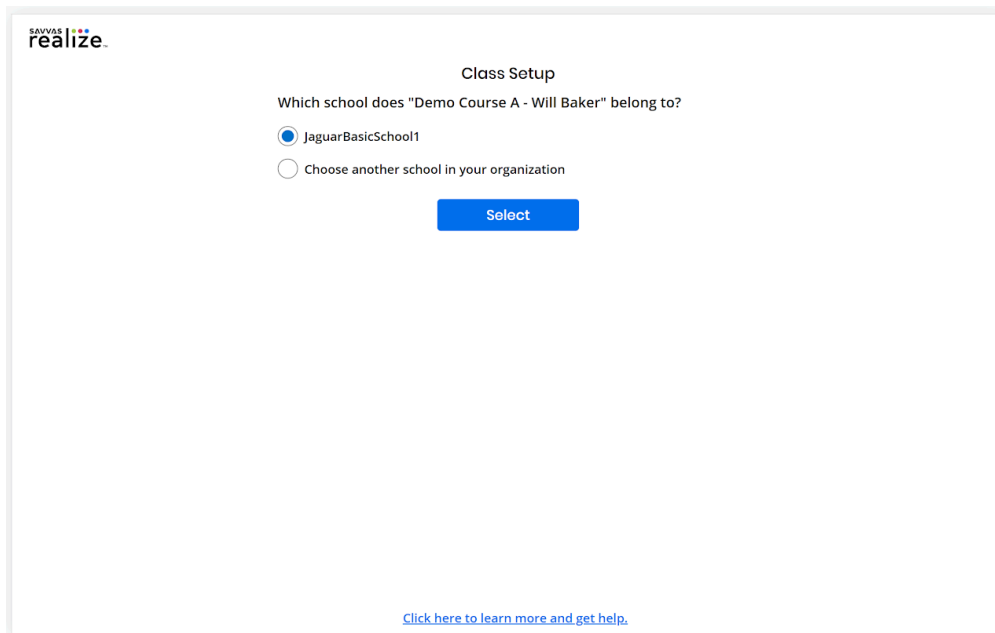
Multiplication as Repeated Addition: Sol

Multiplication as Repeated Addition: Vis

Open link in a new web browser tab.

Open Link

6. Savvas Realize will prompt you to select the school your Brightspace section belongs to to set up in Savvas Realize.



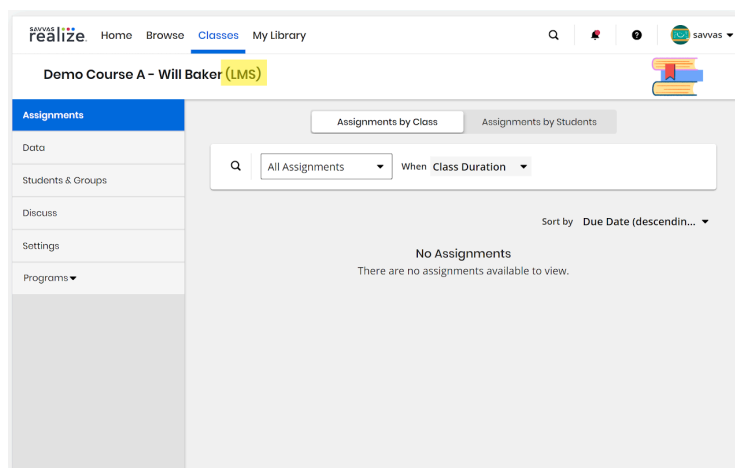
The screenshot shows the 'Class Setup' screen in Savvas Realize. At the top left is the 'savvas realize' logo. The title 'Class Setup' is centered. Below it, the question 'Which school does "Demo Course A - Will Baker" belong to?' is displayed. There are two radio button options: 'JaguarBasicSchool1' (which is selected) and 'Choose another school in your organization'. A blue 'Select' button is positioned below the options. At the bottom center, there is a link that says 'Click here to learn more and get help.'

You will then be shown the content preview of the item you selected.

7. You can now **click on the Launch Savvas Realize button** to open your course in Savvas Realize.



8. In Savvas Realize, you can now see the class created based on your Brightspace section. All Brightspace rostered classes end with "(LMS)" to denote



that it was rostered by Brightspace.

Using and Assigning MathUP Student or Sankofa K-3 Content

Now that your initial setup and activation is completed, teachers can continue to access MathUP Student or Sankofa K-3 on the day-to-day by only:

1. **Logging in to Brightspace and accessing the Dashboard** (*as indicated above*)
2. **Navigate to the CONTENT tab and select “Add Existing”** (*as indicated above*)
3. **Select “Savvas Realize Course Connect”** (*as indicated above*)
4. **All of your resources [Grades] previously added will show up in tile format.**

Select the big blue “Savvas Realize” button that will now take you into where you can access and assign content to students directly.

