

MAPLE TA

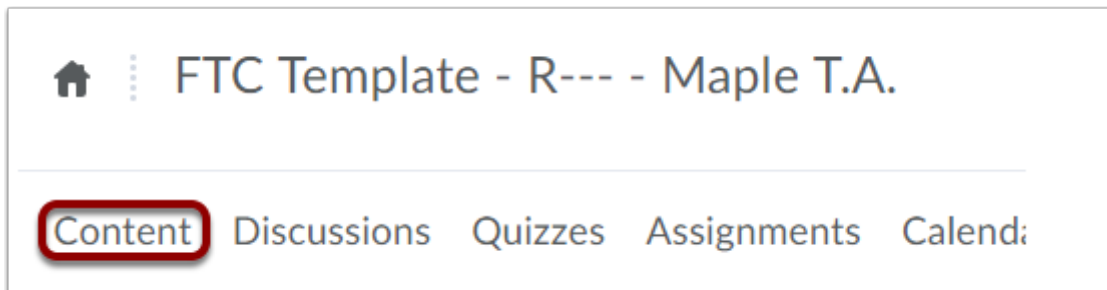
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# Maple TA

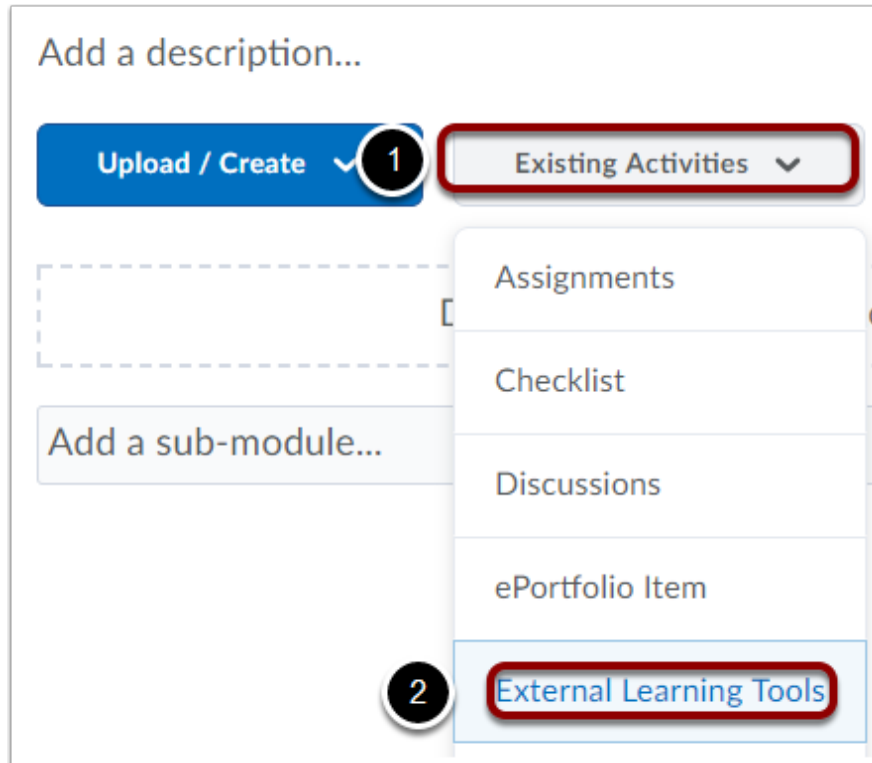
# How Do I Create a New Maple T.A. Class? (Campus Courses)

## Content



Click on the Content tab.

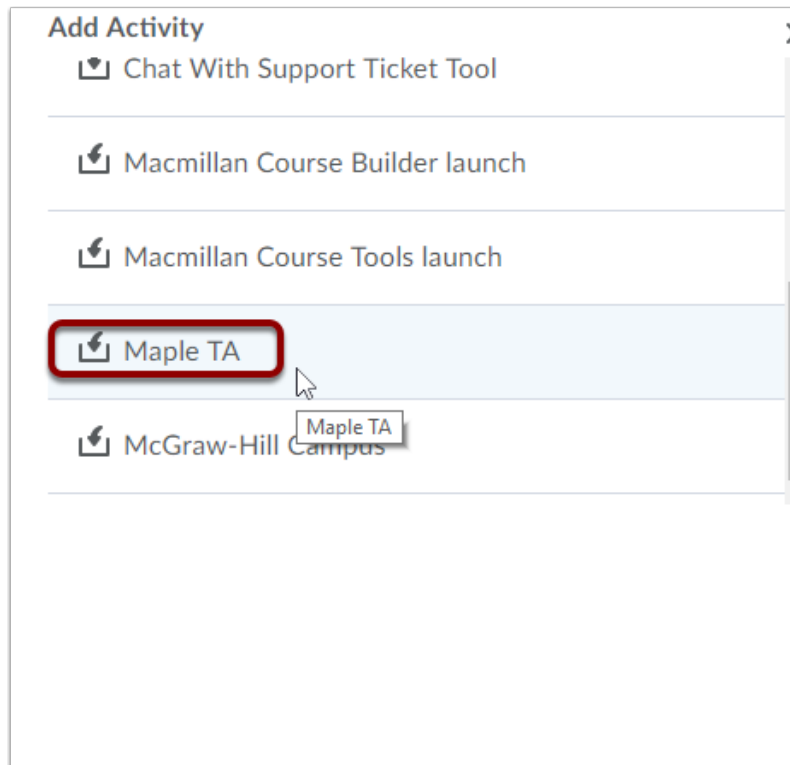
## Existing Activities



The screenshot shows a form titled "Add a description...". It features a blue button labeled "Upload / Create" with a circular callout "1" next to it. To the right of this button is a dropdown menu labeled "Existing Activities" with a downward arrow. The dropdown menu is open, showing a list of options: "Assignments", "Checklist", "Discussions", "ePortfolio Item", and "External Learning Tools". The "External Learning Tools" option is highlighted with a blue background and a red border, and a circular callout "2" is placed next to it. Below the dropdown menu is a dashed rectangular box and a button labeled "Add a sub-module...".

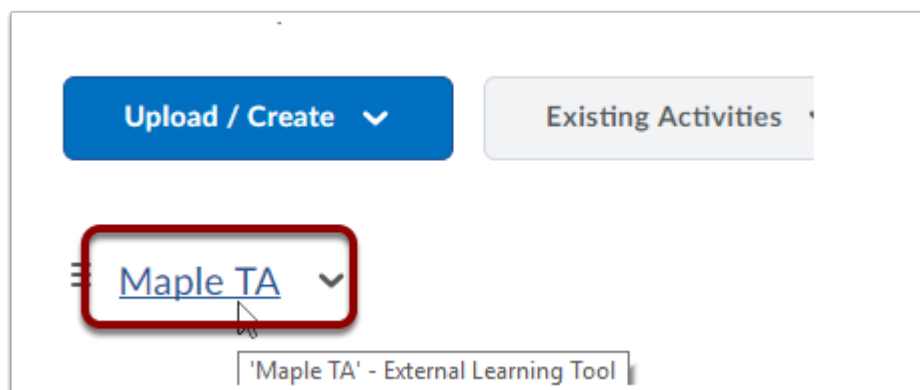
1. Click on Existing Activities.
2. Select External Learning Tools.

## Maple TA



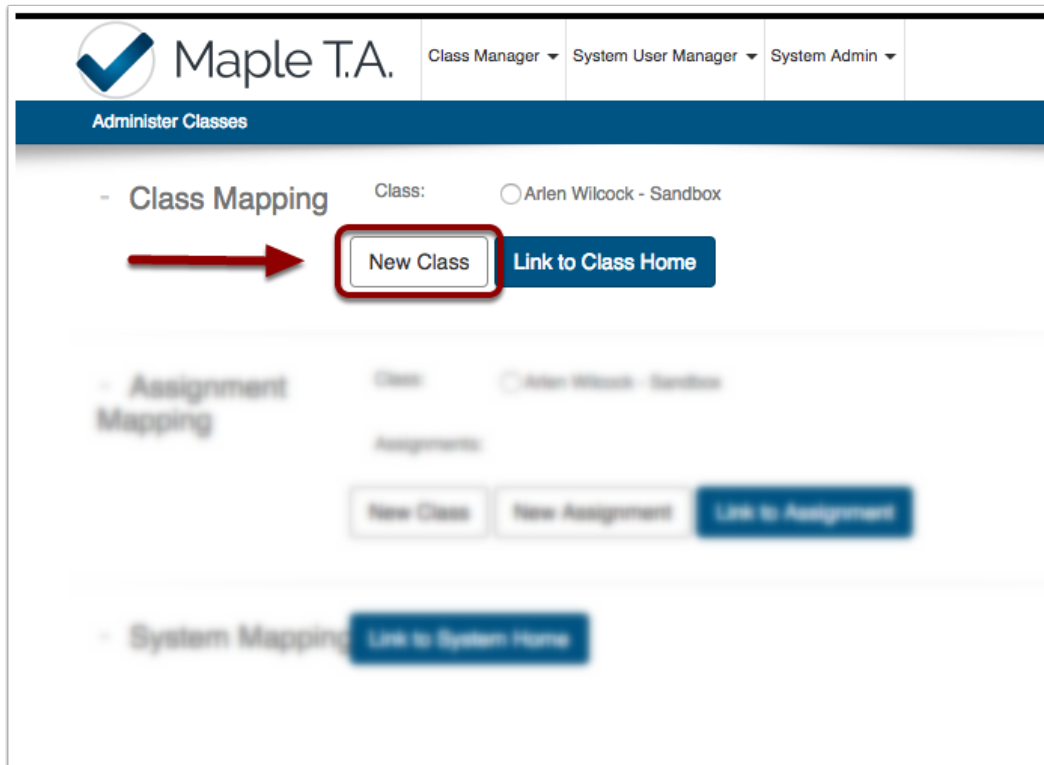
Select Maple TA from the list of external learning tools.

## Click the Link



Click on the Maple TA link.

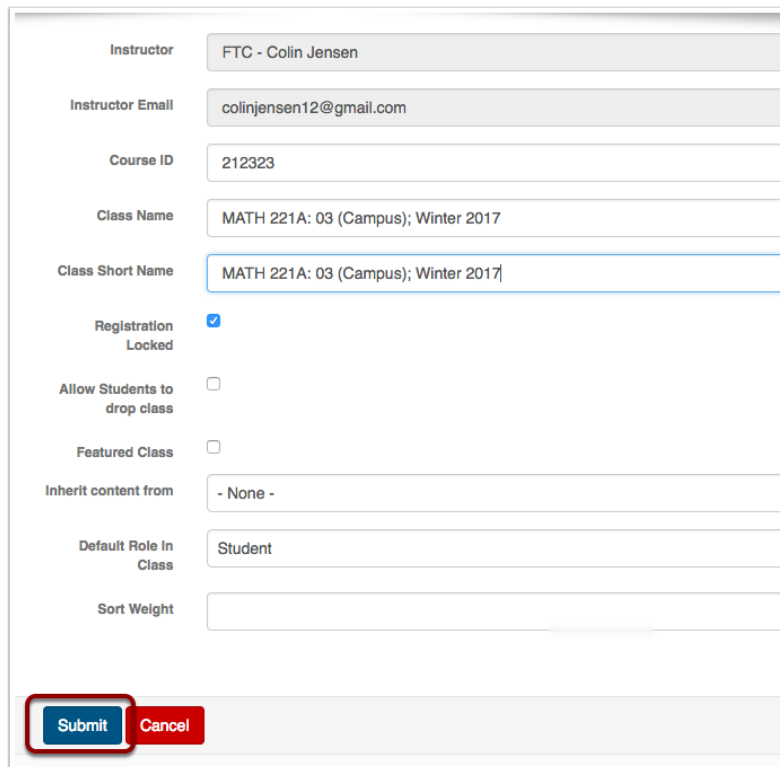
## New Class



Once in Maple TA, Click on New Class.

! Do not use the Assignment Mapping or System Mapping features at this time.

## Options




The screenshot shows a form with the following fields and values:

- Instructor: FTC - Colin Jensen
- Instructor Email: colinjensen12@gmail.com
- Course ID: 212323
- Class Name: MATH 221A: 03 (Campus); Winter 2017
- Class Short Name: MATH 221A: 03 (Campus); Winter 2017
- Registration Locked: ☒
- Allow Students to drop class: ☐
- Featured Class: ☐
- Inherit content from: - None -
- Default Role in Class: Student
- Sort Weight: (empty)

At the bottom, there are two buttons: 'Submit' (blue) and 'Cancel' (red). The 'Submit' button is highlighted with a red rectangular box.

The options for the new class should be left at their default values.

 Do not use the Featured Class setting. It is reserved exclusively for online courses.

## "Inherit Content From" Option



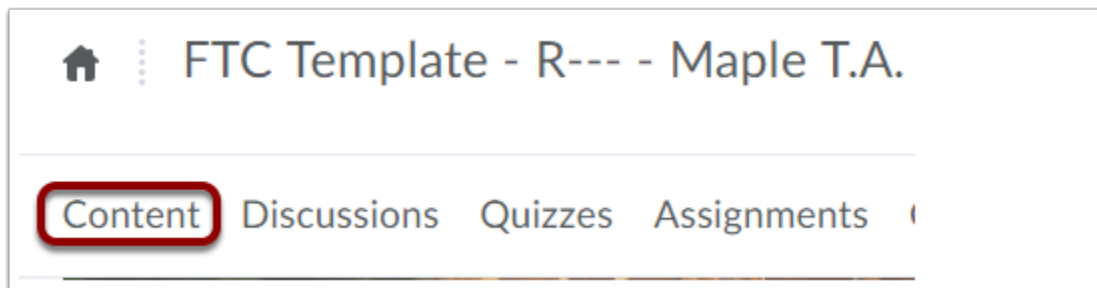
If you select a class for the "Inherit Content from" field, your new class will have all the same content as the class you select in the dropdown menu. This makes your new class a child class. Note that most of the content of a child course in Maple TA cannot be changed independent from the parent course. That is, to change anything in the child course, you would have to make the change in the parent course.



# How Do I Link to an Existing Maple TA Class?

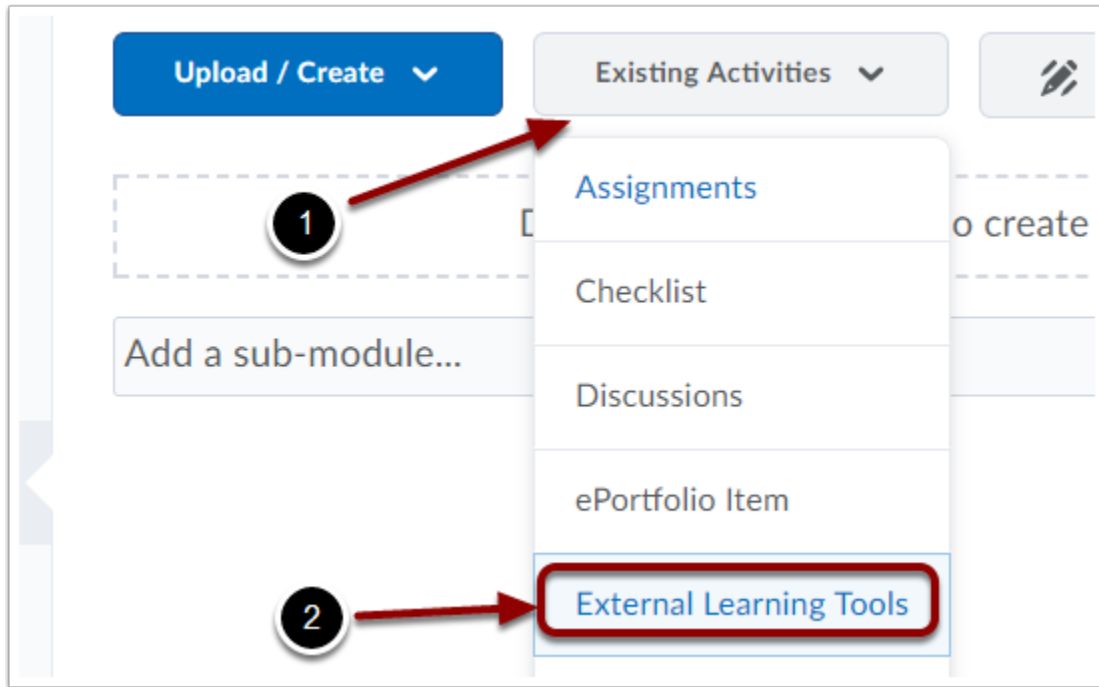
This article details how to create a link in I-Learn that points to an existing Maple TA class.

## Content



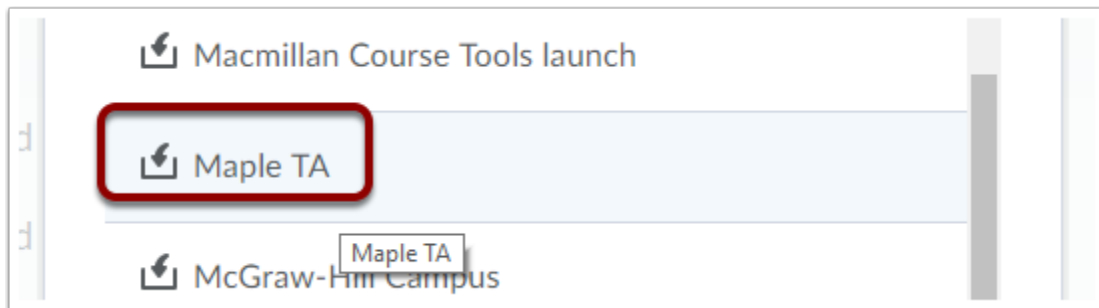
Go to the **Content** tab in I-Learn.

## Existing Activities



Click on Existing Activities then External Learning Tools.

## Maple TA



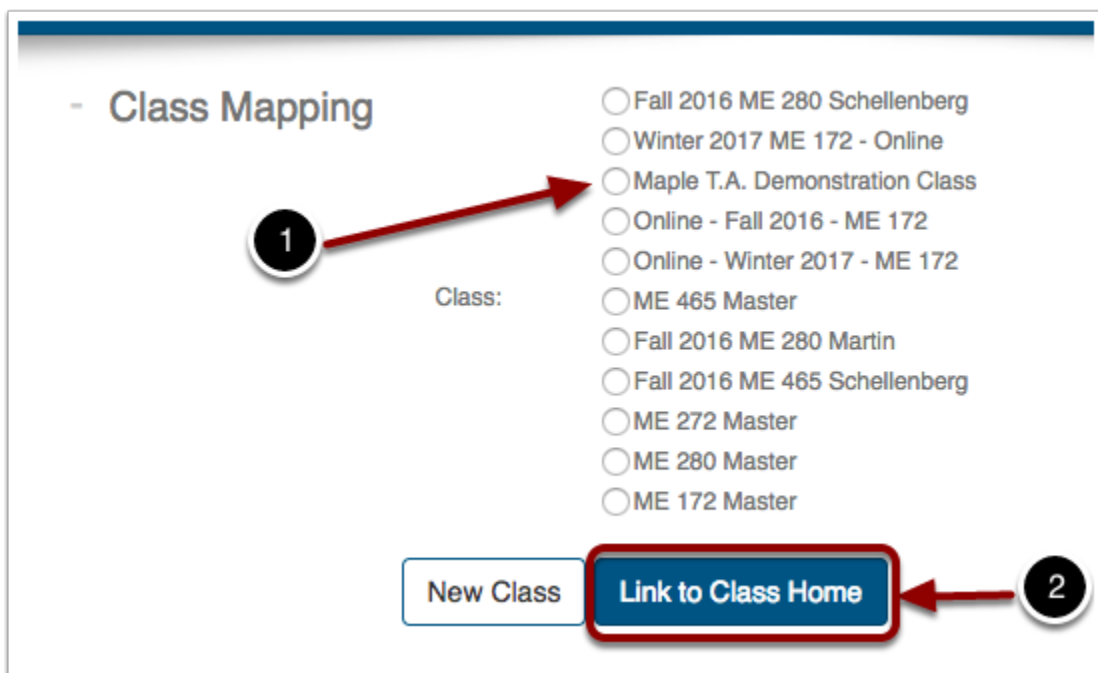
Select **Maple TA** from the list of external learning tools.

## Maple TA Link



Click on the newly-created Maple TA Link

## Link to Class Home



Select the class you would like to link to, then click Link to Class Home.

# How Do I Create a Child Class in Maple TA?

This article details how to create a child class based on an existing Maple TA Class in both Brightspace and Canvas.

## Brightspace Instructions

In the I-Learn 3.0 course, find the Maple TA link. (Follow the instructions in the Setup for Course Instructor in the course.)

The screenshot shows the Brightspace course interface for "FDMAT 112 - R--- - Online Reference". At the top, there is a navigation bar with a home icon, the course name, and icons for a grid, email, chat, and notifications. Below this is a secondary navigation bar with links: "Content" (highlighted with a red box), "Discussions", "Quizzes", "Assignments", "Calendar", "My Grades", "Course Tools", and "BYUI Tools". The main content area features a banner image of students studying, with the course name "FDMAT 112 - R--- - Online Reference" overlaid. Below the banner, there is an "Announcements" section with a dropdown arrow and a message stating "There are no announcements to display." On the right side, there is a "Content Browser" section with links to "Bookmarks", "Welcc", and "My TA".

# BYU-Idaho Online Knowledgebase


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≡ Pre-Semester Setup


Upload / Create ▾

Existing Activities ▾

≡ [Setup For Course Instructor](#) ▾

 Web Page

≡ [Setup Notes for Development Team](#) ▾

 Web Page

When setting up a new Maple TA course, ignore all other courses that may appear. In the Class Mapping area, click the new class button.

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The screenshot shows the Maple T.A. interface for administering classes. The top navigation bar includes 'Maple T.A.', 'Class Manager', 'System User Manager', and 'System Admin'. The 'Administer Classes' section is active, showing two tabs: 'Class Mapping' and 'Assignment Mapping'. Both tabs display a list of classes under the heading 'Class:'. The classes listed are: 1SS2, ME 172 Parent/Child Testing - Created in IL3, ME 202 - Reference, ME 172 Parent/Child Testing - Created in MTA, Gradebook test, Test Clone 2Child C, Test Clone 2CC, Test CSV export, ME 172 - P--- Online Pilot, Sean Short - Sandbox 2, ME 172 - D--- Online Development, and ME 172 - D--- Online Development test. Below the class list, there are buttons for 'New Class' and 'Link to Class Home' in the 'Class Mapping' tab, and 'New Class', 'New Assignment', and 'Link to Assignment' in the 'Assignment Mapping' tab.

Most of the information is already filled in and should NOT be changed.

The screenshot shows the 'Class Details' page in the Maple T.A. interface. A text box on the left states: 'These are automatically filled from your Ilearn course'. Arrows point from this box to several fields in the 'Class Details' section: 'Instructor' (filled with 'AcademicThree (thaca)'), 'Instructor Email' (filled with 'sh14013@byu.edu'), 'Course ID' (filled with '67619'), 'Class Name' (filled with 'ME 172 - P--- Online Pilot'), and 'Class Short Name' (filled with 'ME 172 - P--- Online Pilot'). Other fields include 'Registration Locked' (checked), 'Allow Students to Drop Class' (unchecked), 'Featured Class' (unchecked), 'Inherit content from' (a dropdown menu showing '- NONE -'), 'Default Role in Class' (a dropdown menu showing 'Student'), and 'Sort Weight' (an empty text field).

In the "Inherit content from" section, use the drop down box and find the course from the list that matches the correct course code and semester.

# BYU-Idaho Online Knowledgebase

The screenshot shows a web interface with a dropdown menu titled "Inherit content from". The menu is open, displaying a list of options. The first option is "- None -". Below it are several course names: "FDMath 108 Homework Assignments - Official Campus Course", "FDMath 108 Homework Assignments - Official Online Course", "Maple T.A. Demonstration Class", "ME 172 Master" (which is highlighted in blue), "ME 202", "ME 272 Master", "ME 280 Master", "Short Sandbox", "Terrill Sandbox - Child", "Test Clone 2", and "Test Clone 2C". Below the dropdown menu are two buttons: "Submit" (blue) and "Cancel" (red).

After the correct course has been selected, click on the submit button. This will go back to the Class Mapping screen.

The screenshot shows two panels: "Class Mapping" and "Assignment Mapping". In the "Class Mapping" panel, a text box on the left says "Select the course you have just created and click the 'Link to Class Home'". Two arrows point from this box to the "Link to Class Home" button in the "Class" list. The "Class" list contains several items, including "ME 172 - P--- - Online Pilot". Below the list are buttons for "New Class" and "Link to Class Home". The "Assignment Mapping" panel is partially visible below, showing a similar "Class" list and buttons for "New Class", "New Assignment", and "Link to Assignment".

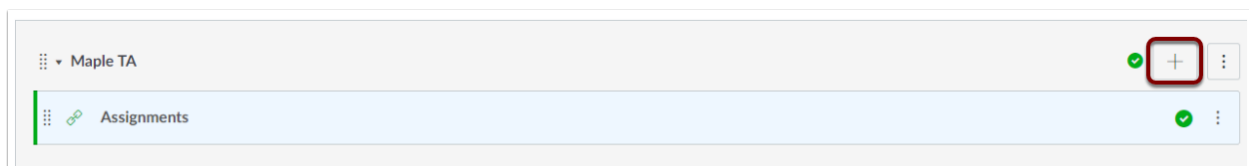
Back in the Class Mapping section, select the course that was just made—it should have the same name as the original I-Learn section—and click "Link to class Home". This should provide a message about grades. Click okay.

# BYU-Idaho Online Knowledgebase

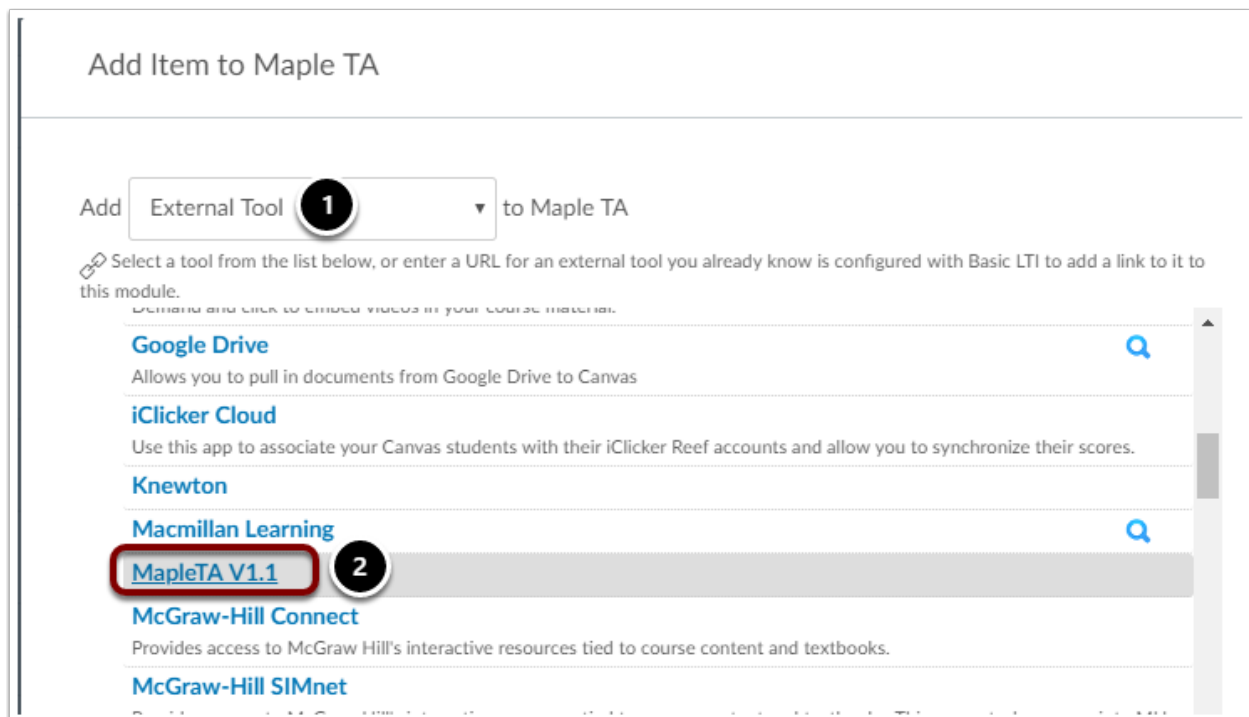
The link is now setup. Now, whenever the link is clicked, it will lead to the course homepage in Maple TA.

## Canvas Instructions

To create a Maple TA child class for a Canvas course, first go to modules in Canvas then click on the "+" button next to the module where the child class should be created. The child course can be added in any module, but it would be best placed in the module where it is first used.



Choose "External Tool" from the list of options then scroll down and click on "MapleTA V1.1".



Scroll down to the bottom and add a page name for the item. Select the option to load in a new tab then click "Add Item".



# BYU-Idaho Online Knowledgebase

Campus from within course material.

URL:

Page Name:  1

☒ Load in a new tab 2

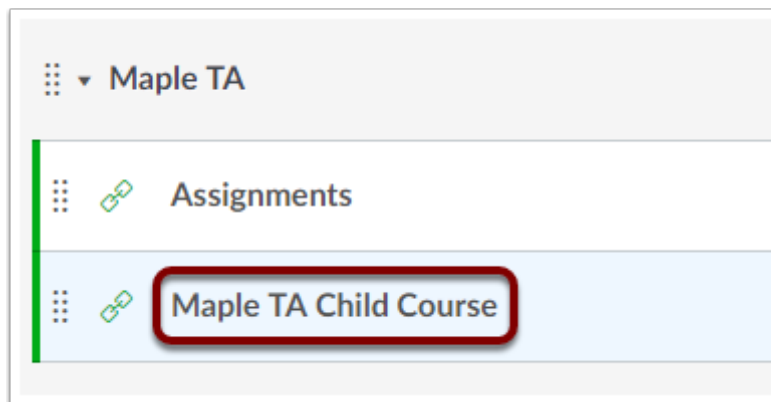
Indentation:

Cancel **Add Item** 3

Make sure that the new item is published by clicking the grey circle with a line through it. After clicking it, it should become a green circle with a check mark.

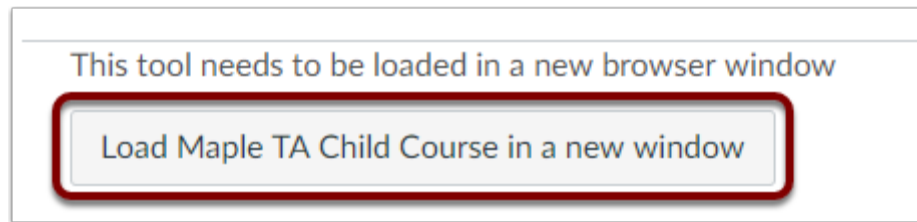


Now, click on the item that was just created.

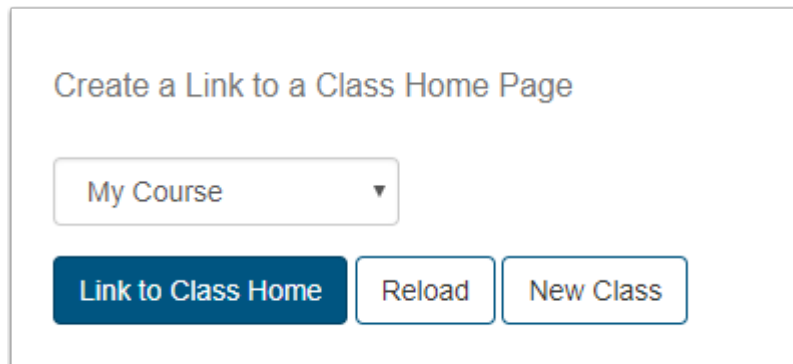


Click the button to load the course in a new window.

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Click the "New Class" button.



Create a Link to a Class Home Page

My Course ▼

Link to Class Home Reload New Class

Fill out the information on the page. Ensure that the class name is correct and the content is being inherited from the correct course. When finished, click the "Submit" button.

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This screenshot shows a form for creating a new course. It includes fields for 'Class Name' and 'Class Short Name', both containing 'My New Course'. There are checkboxes for 'Registration Locked' (checked), 'Allow Students to drop class', and 'Featured Class'. A dropdown menu for 'Inherit content from' is set to 'Online - Fall 2018 - ME 204'. Another dropdown for 'Default Role In Class' is set to 'Student'. A 'Sort Weight' field is empty. At the bottom, there are 'Submit' and 'Cancel' buttons. Callout 1 points to the 'Class Name' field, callout 2 points to the 'Inherit content from' dropdown, and callout 3 points to the 'Submit' button.

Now that the course has been created, the item needs to be linked to the home page. To do this, select the correct course from the drop down under the section "Create a Link to a Class Home Page", then click the button "Link to Class Home".

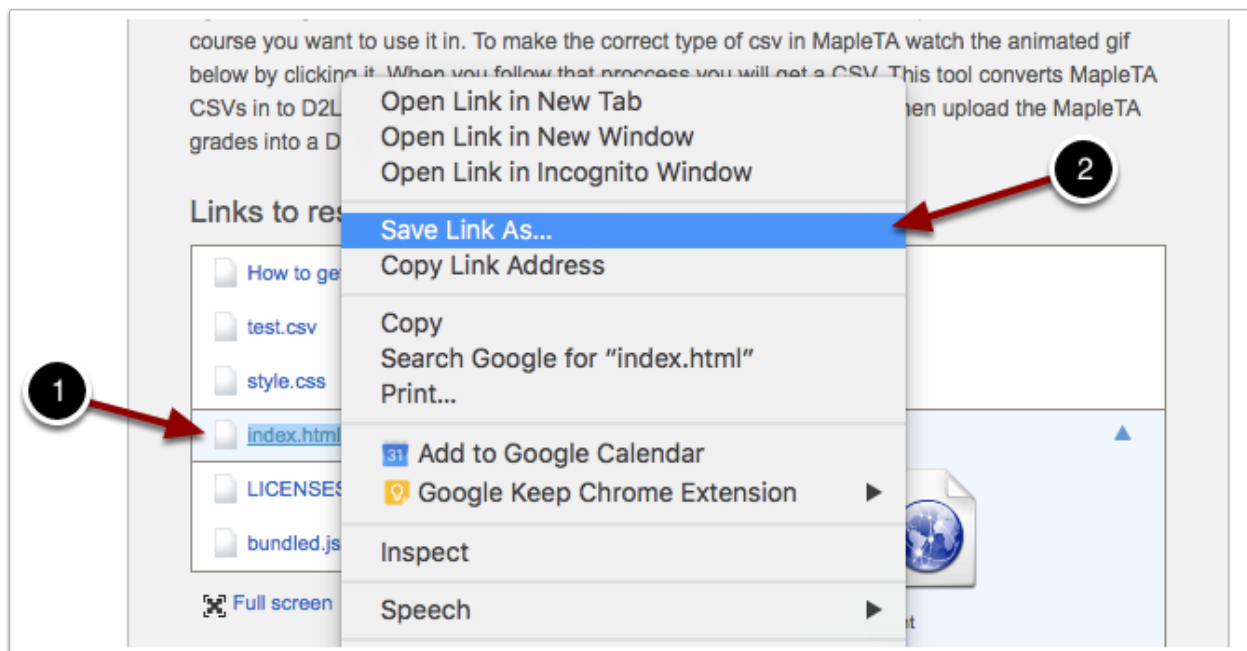
This screenshot shows a form titled 'Create a Link to a Class Home Page'. It features a dropdown menu with 'My Course' selected. Below the dropdown are three buttons: 'Link to Class Home', 'Reload', and 'New Class'. Callout 1 points to the dropdown menu.

# How Do I Move Grades from Maple TA to I-Learn?

This article will detail how to export student grades from a Maple TA course into an I-Learn course. A tool has been developed by BYU-Idaho employees in order to make this process easier.

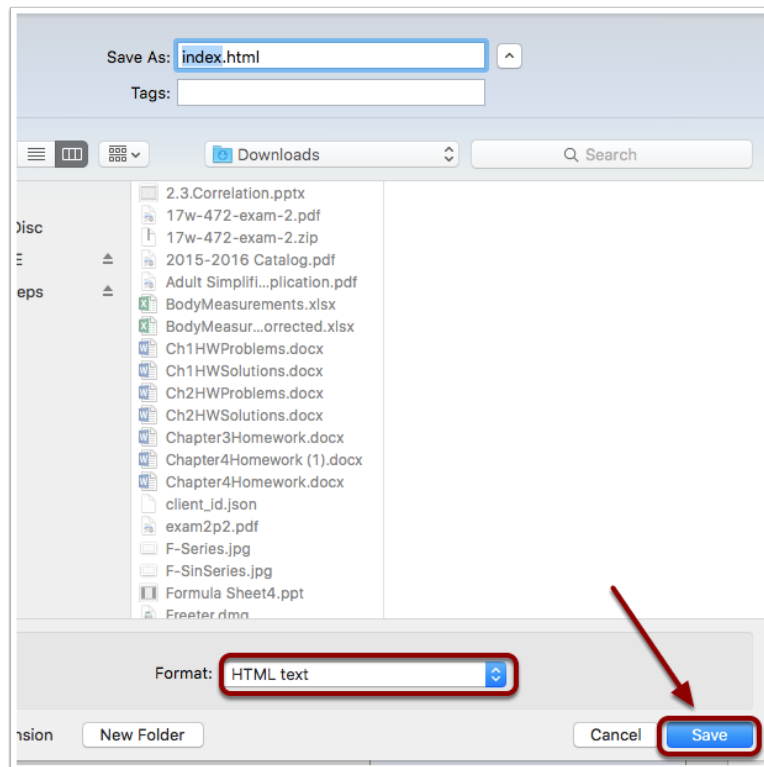
## Access Necessary Files

In order to use the Maple TA-to-I-Learn grade conversion tool, [click here](#) to access the necessary files.



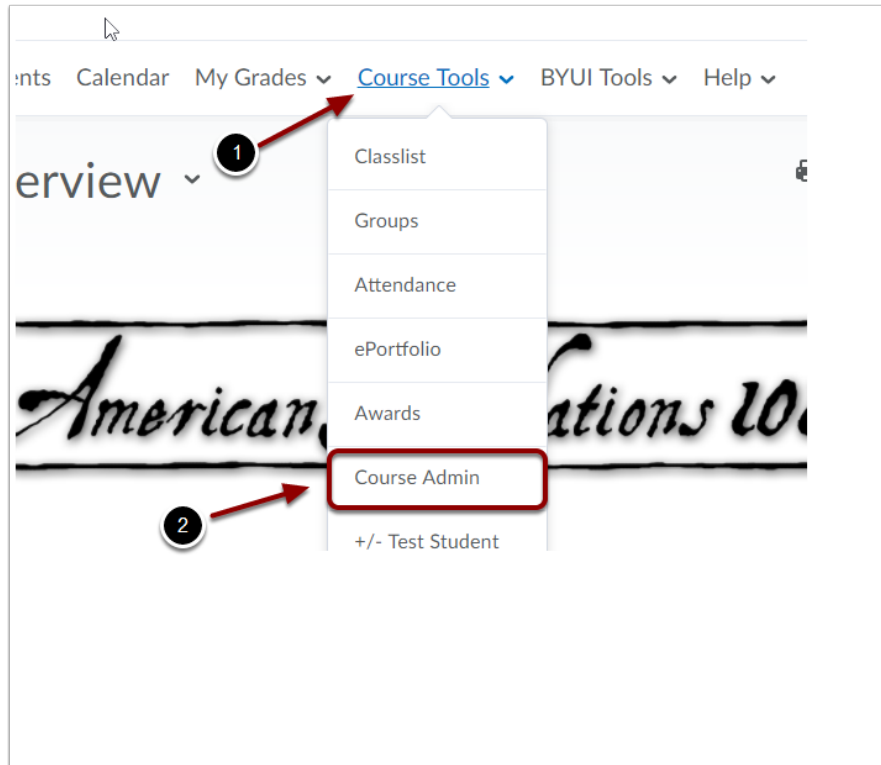
Right-click on index.html and then click Save Link As...

# BYU-Idaho Online Knowledgebase



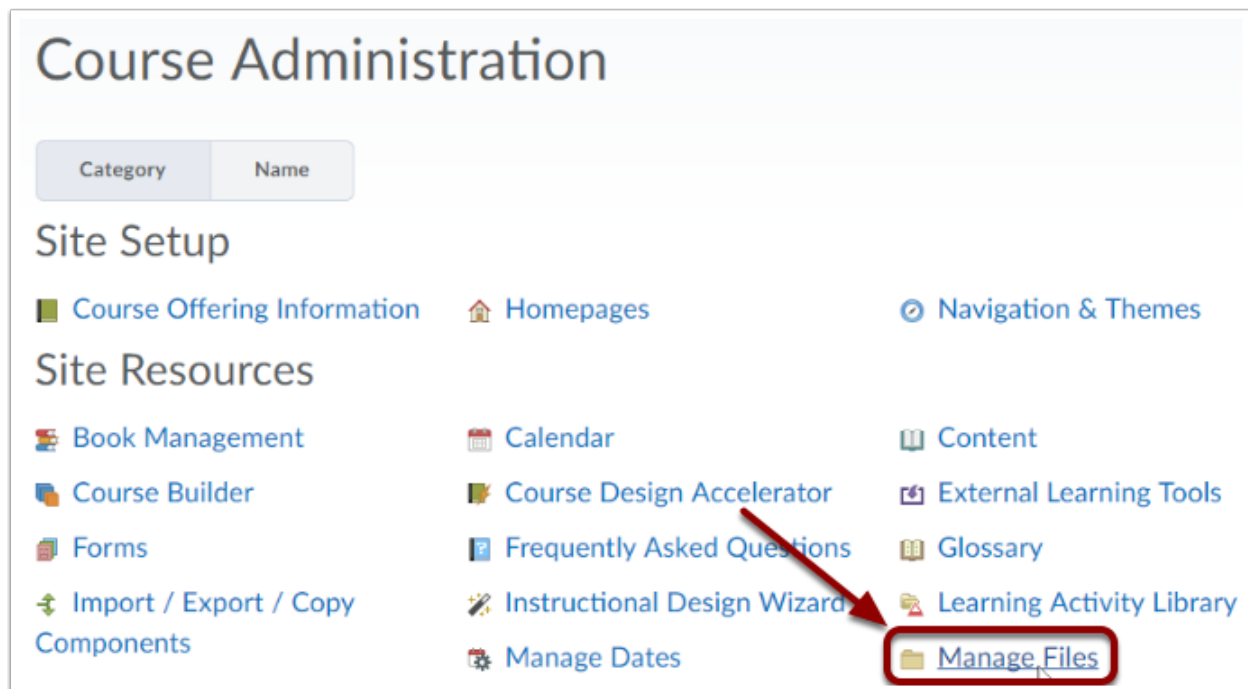
Ensure that index.html is saved in the default HTML format.

## I-Learn Manage Files



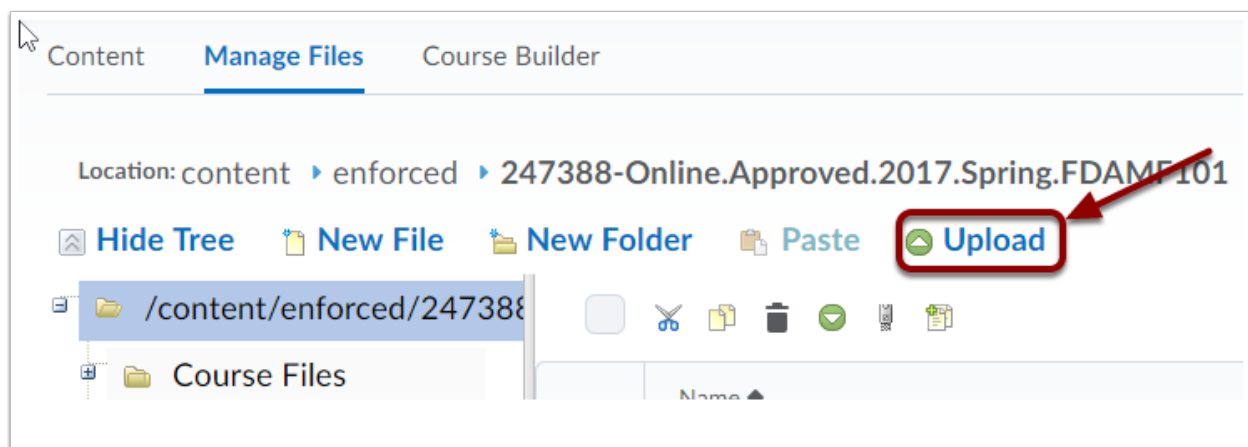
In I-Learn, click on Teaching Tools, then Course Admin.

# BYU-Idaho Online Knowledgebase



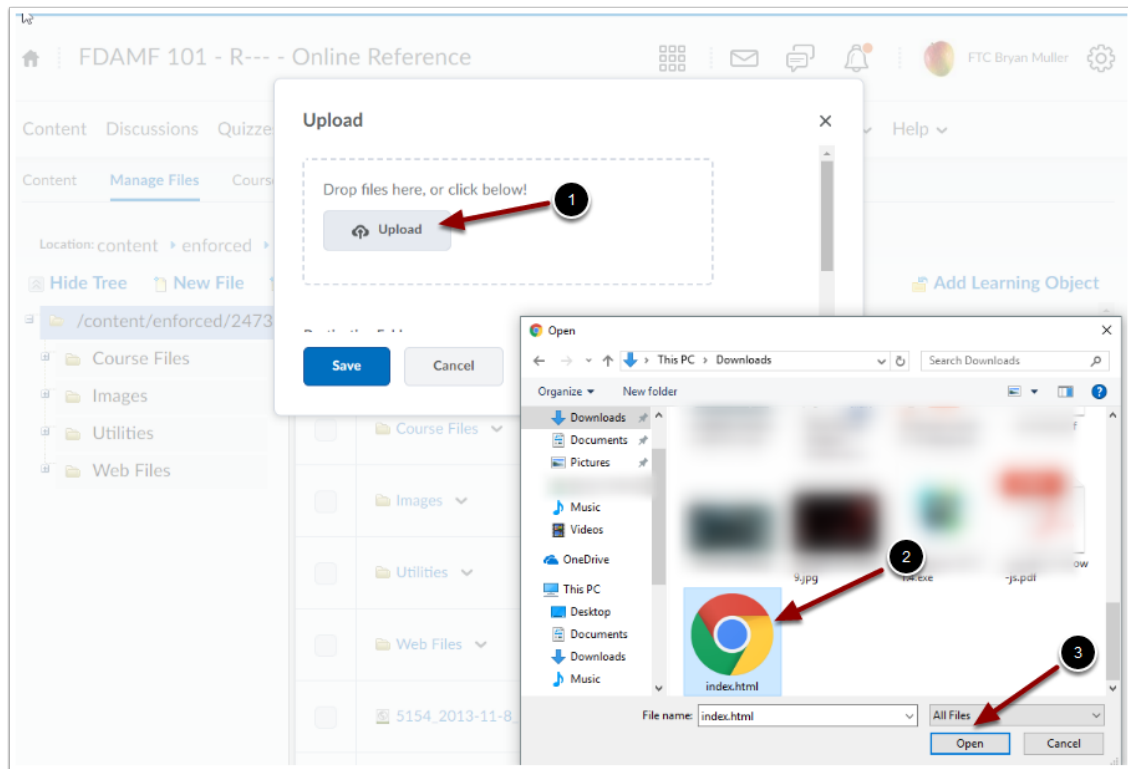
On the Course Administration page, click **Manage Files**

## Upload File



Click the **Upload** button.

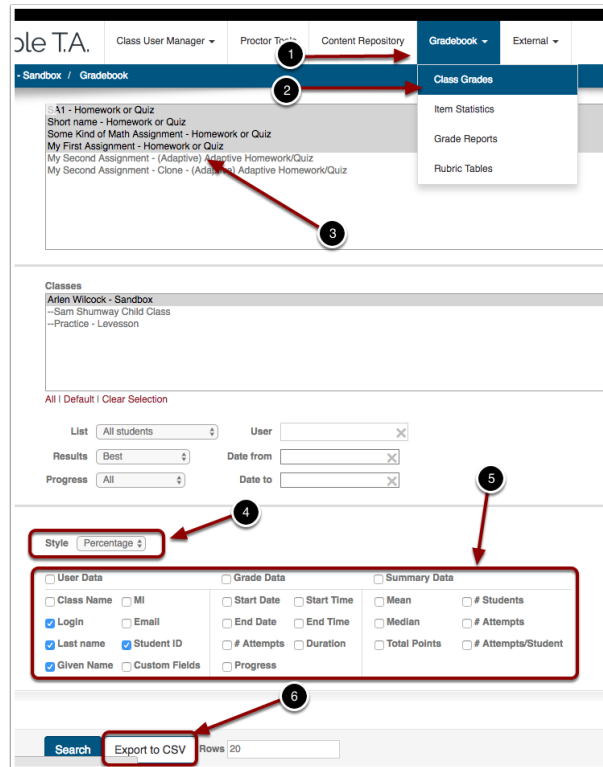
# BYU-Idaho Online Knowledgebase



Click **Upload**, select **index.html**, then click **Open**.



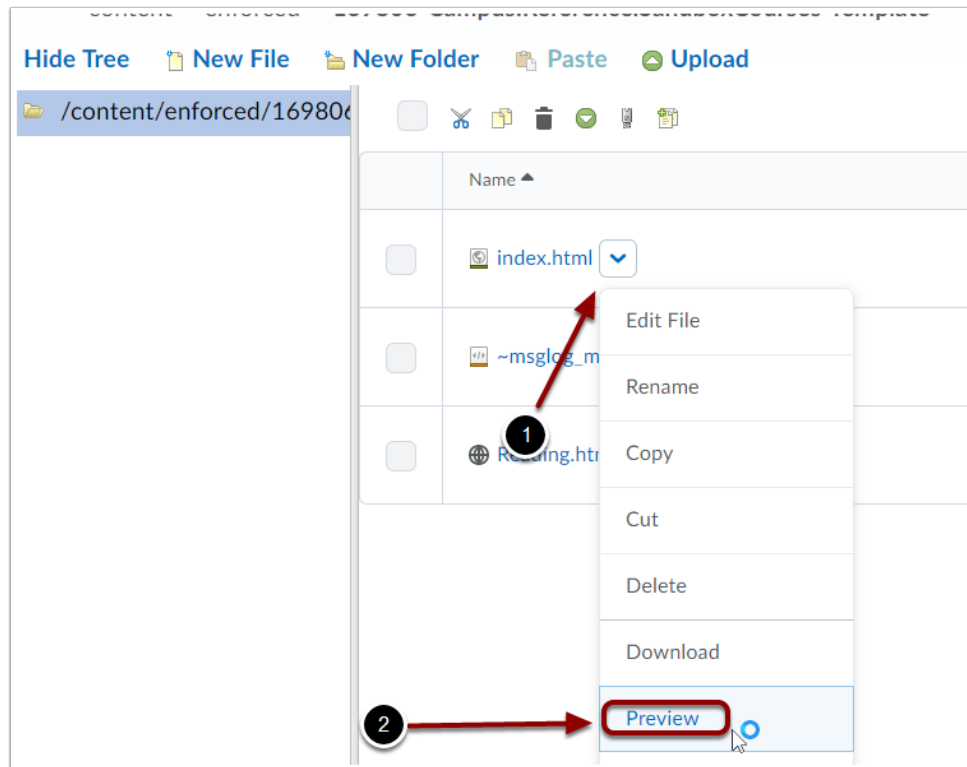
## Export Maple TA Grades



1. Click on **Grades**
2. Click on **Class Grades**
3. Select the **Assignments** whose grades you would like to export
4. Make sure the style is set to **Percentage**
5. Ensure the correct checkboxes are selected as depicted in the image above
6. Click **Export to CSV**

A csv file will then be downloaded.

## Import Grades into I-Learn



Back in the **Manage Files** part of I-Learn, click the dropdown mean next to **index.html** and select **Preview**.

# BYU-Idaho Online Knowledgebase

**MapleTA Gradesheet Converter**

**Instructions**  
Upload to this application the CSV file from MapleTA. Once uploaded, follow the instructions below.

1. Click 'Choose File' to read file

Maple TA File  gradebook489\_5058021.csv

Or

**Drop CSV here**

Filename: gradebook489148509655058021.csv

2. Answer these Questions

	Brightspace Grade Item	Include in CSV? check all <input type="checkbox"/>
MapleTA Calculated Total	Paper 1: 20p	<input type="checkbox"/>

3. Click Go to convert the CSV sheet.

If you have a feature request or need to report a bug, please [click here](#)

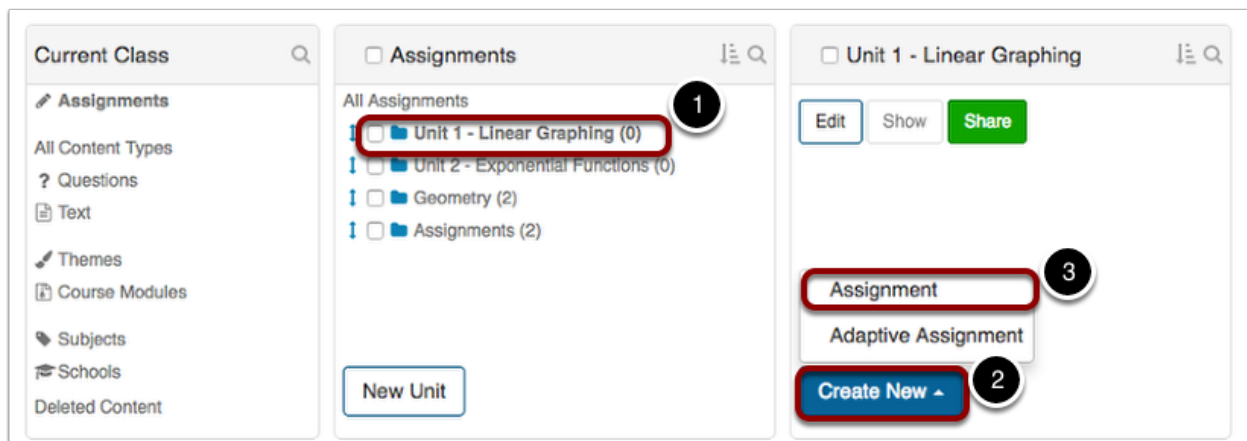
1. Click **Choose File** and select the **csv file** that was downloaded from Maple TA
2. Select the corresponding **grade item** from your I-Learn gradebook.
3. Click **Go**

# How Do I Create a Maple TA Assignment?

## Content Repository



## Select Unit



1. Select the unit you want to add an assignment to
2. Click Create New
3. Click on Assignment

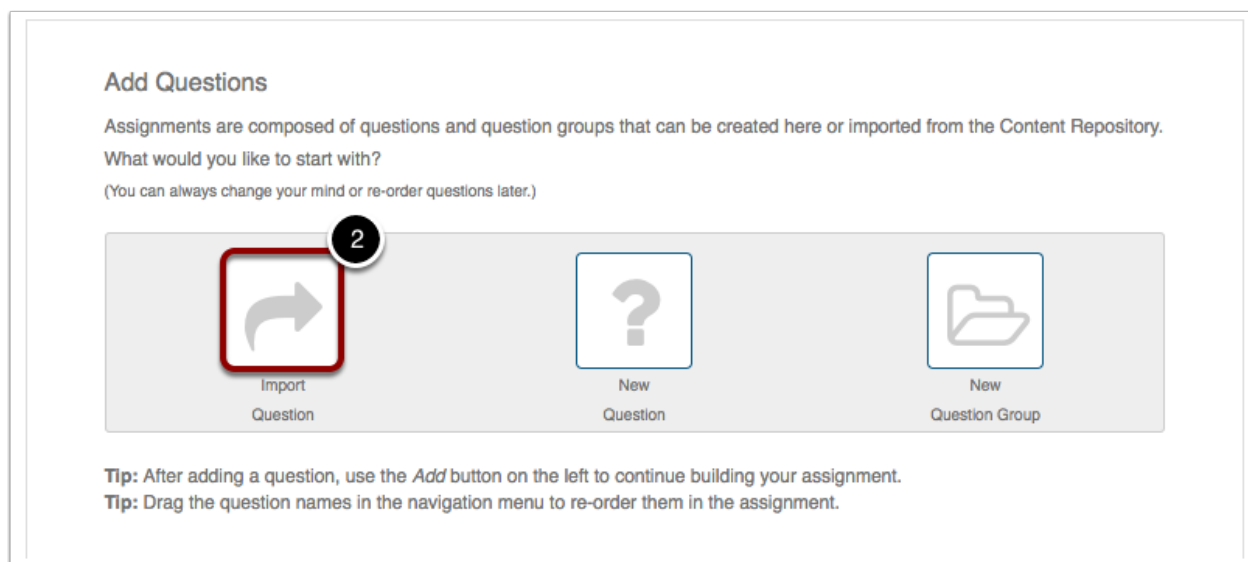
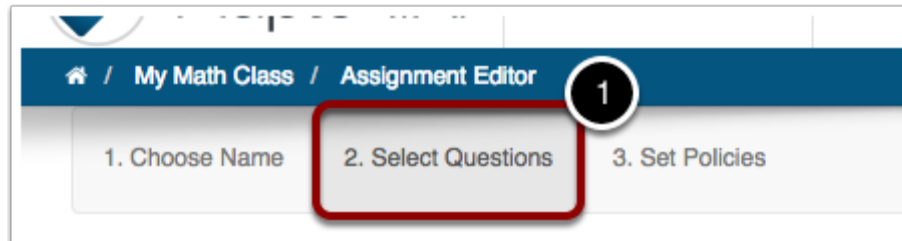
## Set Name

The screenshot shows a form titled 'Set Name' with five numbered sections. Each section has a label on the left and a text input field on the right. The input fields are highlighted with red boxes. A vertical line with numbered circles (1-5) connects the sections.

- 1. Assignment name: Homework 1.3.2
- 2. Short name: 1.3.2
- 3. Description: Please complete this homework assignment.
- 4. + Text to show at the head of each page
- 5. + Text to show on the results page

1. Assignment name - The name of the assignment as it will show to the student.
2. Short name - This will appear on the content repository page to save space.
3. Description - This will be shown to the students as they begin the assignment.
4. Show at head - Text entered here will appear on every page. This would be a great place to put equations that students can use on the assignment or special instructions.
5. Show on the results - This text will only appear after students submit the assignment. This could be used to give students general feedback, or instructions to complete after they complete the assignment.

## Select Questions



1. Click on the Select Questions tab on the top.
2. Choose the Import Questions option



For instructions on how to create a question use [this tutorial](#).

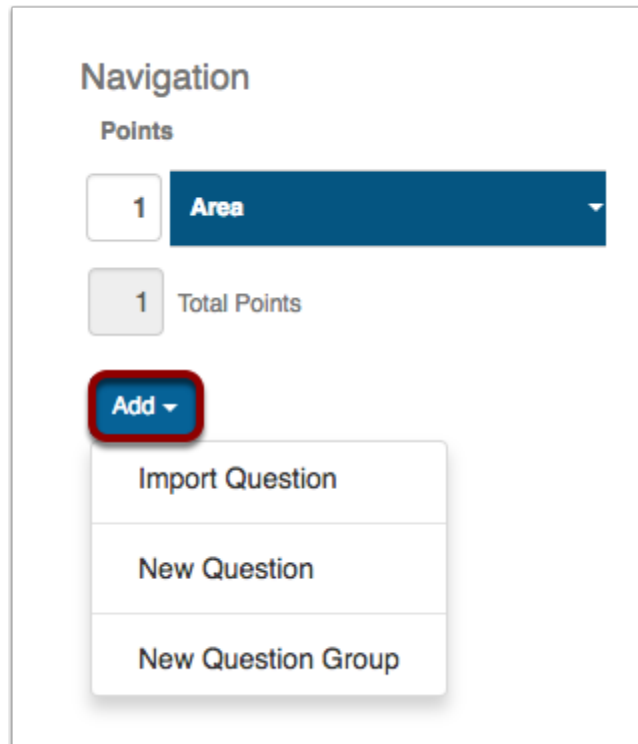
## Import a Question

The screenshot shows the 'Import' dialog box with the following elements:

- Sources:** A list of sources including 'Current Class' (selected), 'All of my classes', 'Brigham Young University - Idaho', and 'Maple Cloud'.
- Current Class:** A list of content types including 'Assignments', 'All Content Types', '? Questions' (selected), 'Text', 'Course Modules', 'Subjects', and 'Schools'.
- Questions:** A list of question types including 'All Questions', '? Inline', '? Sorting Graphs', '? Multiple Graphs', '? Area' (checked), '? Write an Essay', '? Multiple answers?', '? Sorting?', and '? Labeled'.
- Buttons:** 'Cancel' and 'Import' buttons at the bottom right.

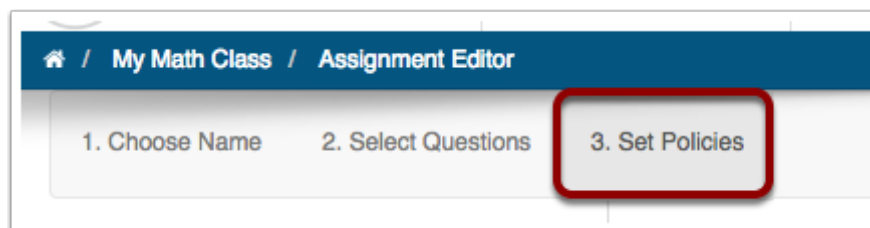
1. **Select** Current Class
2. **Select** Questions
3. **Check** the box next to the questions you want to add. You can select multiple questions at one time.
4. Click the blue **Import** button.

## Add More Questions



If you need to add or create more questions you can use the blue Add button on the right of the screen.

## Set Policies



Click on the Set Policies tab to be able to change settings regarding attempts, passwords or time limits.



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If you want more information on policies check out [this tutorial](#).

## Save and Close



Click the Save & Close button to finalize your assignment. You will get a pop up to confirm just click Save & Close again.

Summary

This is a summary of the questions you have selected and the rules you have defined. Click on a question heading to preview the question.

Homework 1.3.2

1.3.2

Please complete this homework assignment.

Assignment Type:	Homework or Quiz	Send email to:	No mailing set
Pass/Fail:	Not pass/fail	Time permitted:	No time limit
Display:	Show 1 question per page	Versioning:	Every version of the assignment adds the questions in the same order
Start:	No start time specified	End:	No ending time specified

Content:

None

Feedback:

Show the final grade of the assignment.

Show pass/fail feedback when the final grade is shown.

Show correct answers on incorrect responses.

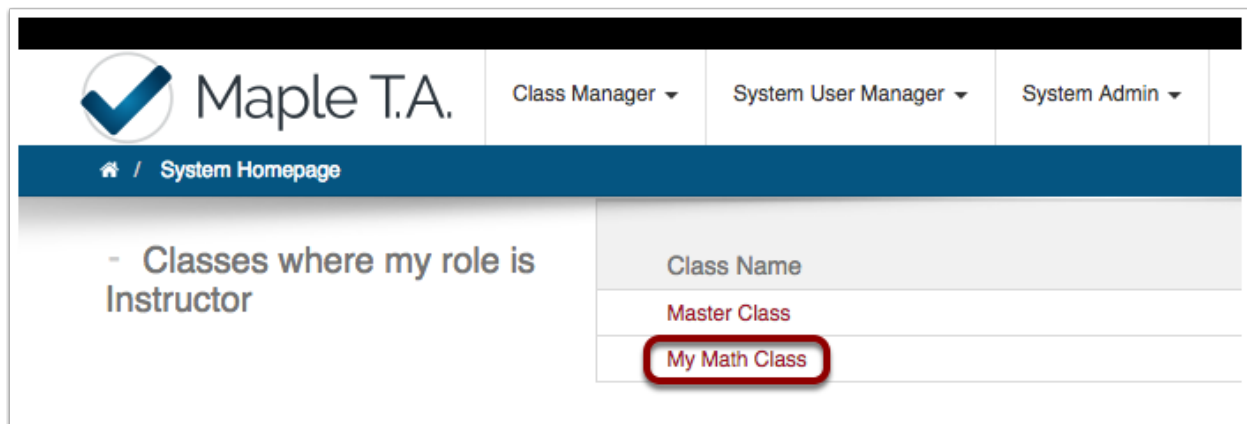
Always show comments.

Save & Close

Cancel

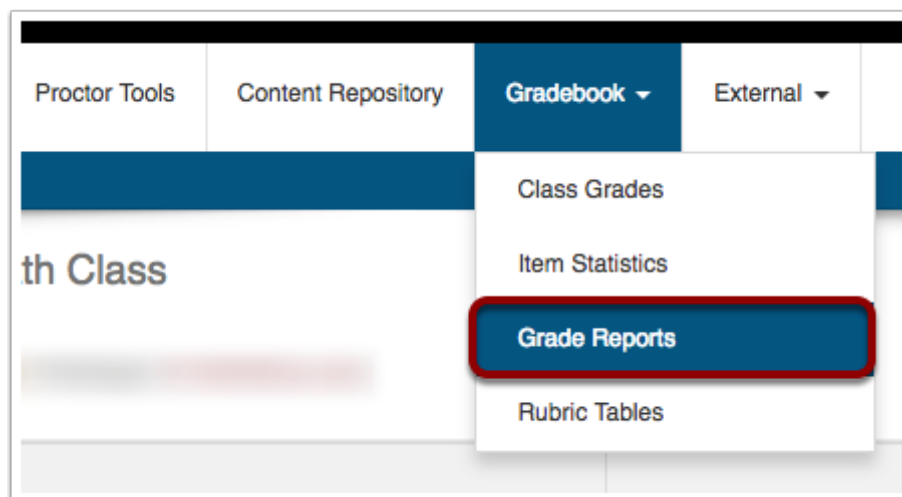
# How Do I Set Up A Grade Report in Maple TA?

## Navigate to the Class



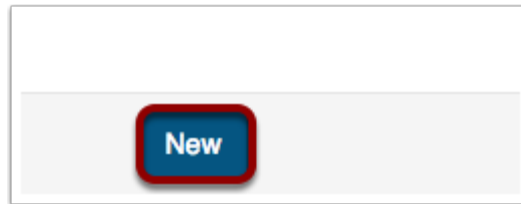
First navigate to your class in Maple T.A.

## Grade Reports



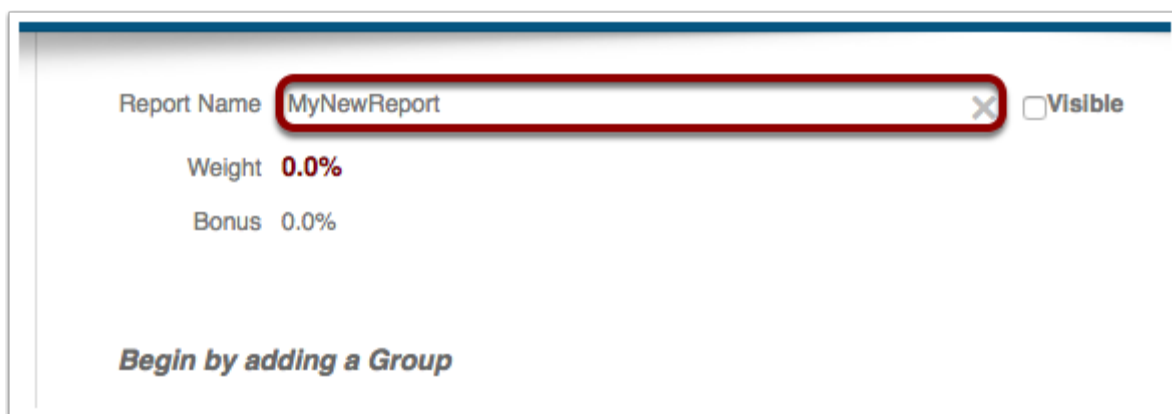
Go to Gradebook and select Grade Reports.

## New Report



Click the New button at the bottom of the page.

## Name the Report

A screenshot of a web form for creating a new report. The form has a white background with a blue header bar. The first field is labeled "Report Name" and contains the text "MyNewReport". This field is highlighted with a thick red border. To the right of the text input is a small "X" icon and a checkbox labeled "Visible". Below the name field, there are two rows: "Weight 0.0%" and "Bonus 0.0%". At the bottom of the form, there is a blue italicized instruction: "Begin by adding a Group".

Type in the name of the grade report, according to the setup notes in your course.

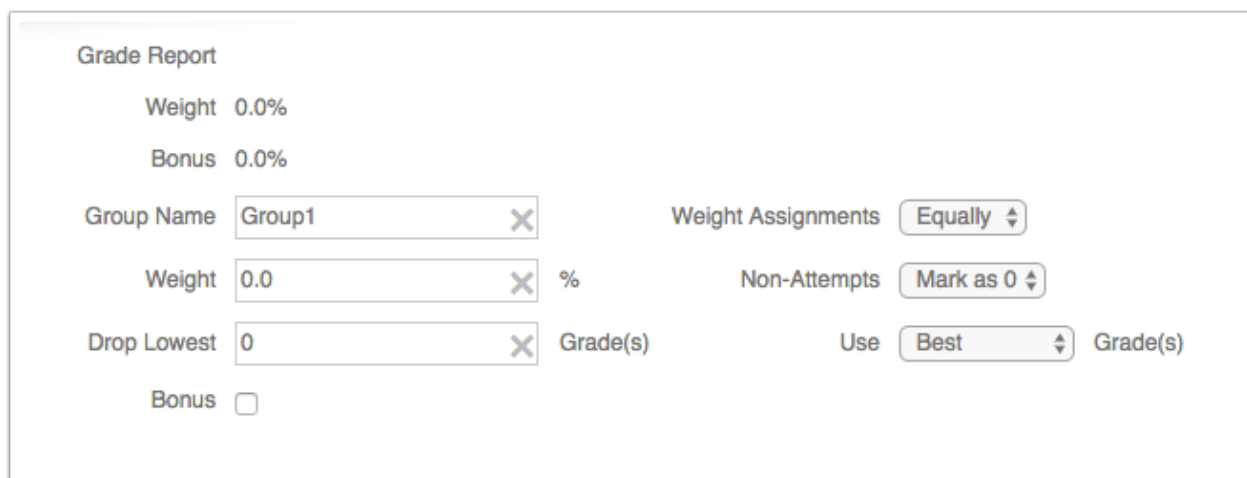


Each gradebook item in I-learn will match a single group in Maple TA, unless you are only transferring the "Maple TA Calculated Total". See the [Transferring Grades from Maple TA](#) document for more information.

## Add Group



Click the Add Group button.

A screenshot of a 'Grade Report' form. It includes fields for 'Weight' (0.0%), 'Bonus' (0.0%), 'Group Name' (Group1), 'Weight' (0.0), 'Drop Lowest' (0), and 'Bonus' (unchecked). There are also dropdown menus for 'Weight Assignments' (Equally), 'Non-Attempts' (Mark as 0), and 'Use' (Best). The 'Grade(s)' label appears twice.

Grade Report

Weight 0.0%

Bonus 0.0%

Group Name

Weight  %

Drop Lowest  Grade(s)

Bonus ☐

Weight Assignments

Non-Attempts

Use  Grade(s)

Follow instructions in the setup notes in your course for each of the following:

- Group name
- Weight Assignment as ...
- Weight % (The grade percentage the group will have in the overall score).
- Non-Attempts (zero everything from beginning or ignore non-attempts in calculation)
- Drop Lowest ...
- Use Grades
- Bonus (checked or unchecked)

## Add Assignments

Available Assignments			
<input type="checkbox"/>	Assignment Name	Points	Type
<input checked="" type="checkbox"/>	Area	0.0	Unproctored
<input type="checkbox"/>	New Assignment 02	2.0	Unproctored

Connect all corresponding assignments into the group, again according to the setup notes in your course.

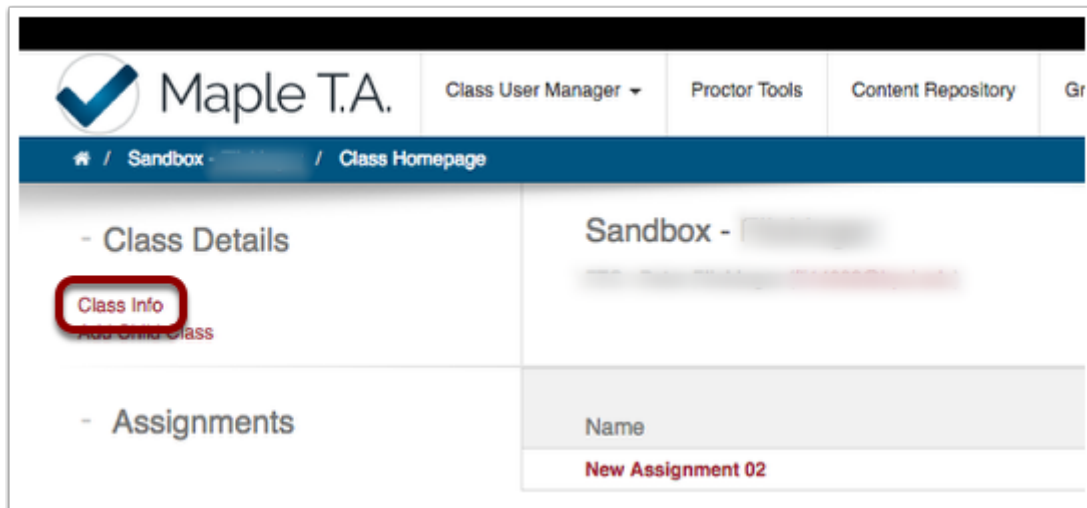
Repeat these steps until all Groups have been created.



Note: The combined weight of all the groups needs to be 100%.

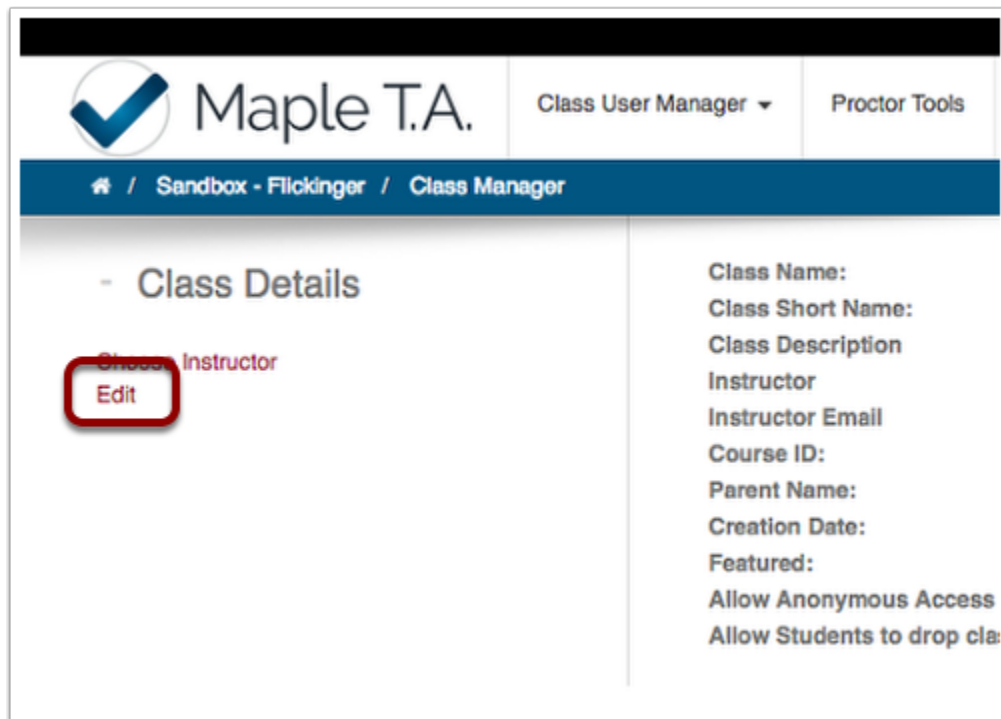
# How Do I Change A Maple TA Course Name?

## Class Info



Select Class Info on the left hand side of the screen.

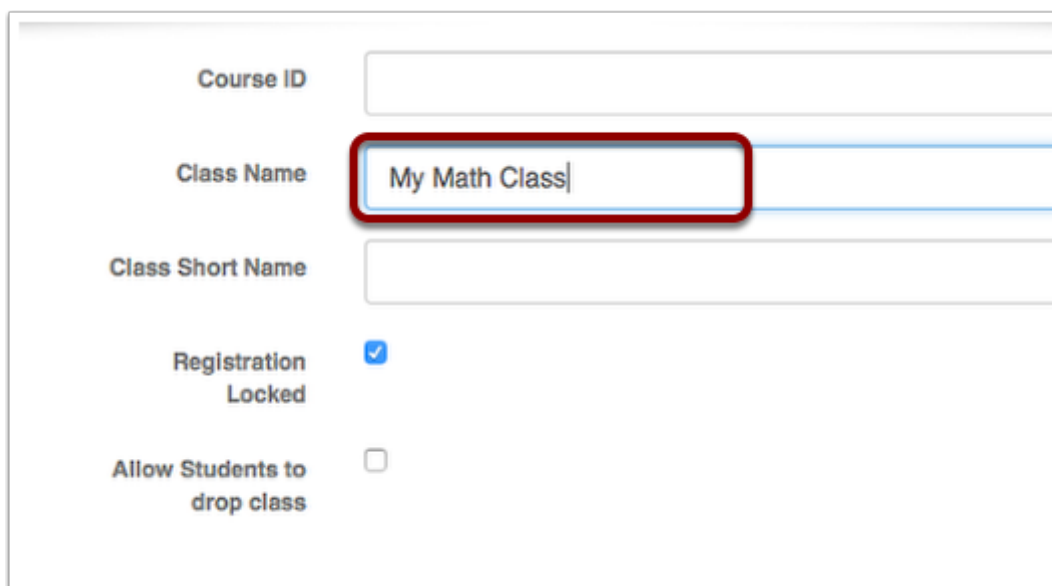
## Edit



The screenshot shows the Maple T.A. Class Manager interface. At the top, there is a navigation bar with the Maple T.A. logo, a "Class User Manager" dropdown, and a "Proctor Tools" link. Below this is a breadcrumb trail: "Sandbox - Flickinger / Class Manager". The main content area is titled "Class Details" and features a red-bordered box around the "Edit" link. To the right of the "Edit" link is a list of fields to be edited, including Class Name, Class Short Name, Class Description, Instructor, Instructor Email, Course ID, Parent Name, Creation Date, Featured, Allow Anonymous Access, and Allow Students to drop class.

Click on the Edit link.

## Change Name

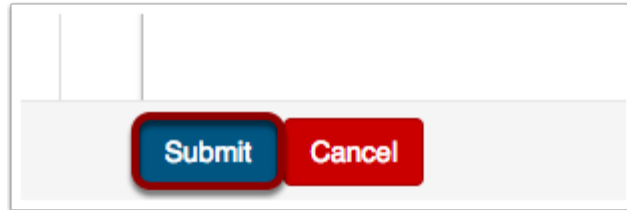


The screenshot shows the "Change Name" form. It contains several input fields and checkboxes. The "Class Name" field is highlighted with a red border and contains the text "My Math Class". The "Course ID" field is empty. The "Class Short Name" field is empty. The "Registration Locked" checkbox is checked. The "Allow Students to drop class" checkbox is unchecked.

# BYU-Idaho Online Knowledgebase

Type in a new class name.

## Submit

A screenshot of a web form. It features a large, empty rectangular input field at the top. Below this field is a horizontal bar containing two buttons: a blue button with the text 'Submit' and a red button with the text 'Cancel'. The 'Submit' button is highlighted with a red border.

Click on the Submit button at the bottom of the page.

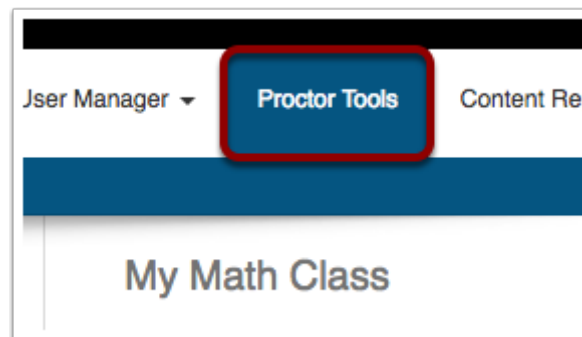


All of your links should remain intact. If you get an error message you should be able to ignore it and the name should work.



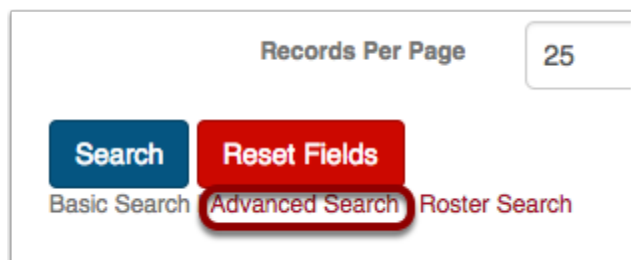
# How Do I Give Students More Time On A Maple TA Assignment?

## Proctor Tool



Click on the Proctor Tools button at the top of the screen.

## Advanced Search



Click on the Advanced Search link.

## Enter Student Info

The screenshot shows a web form for entering student information. The form includes the following fields and controls:

- Last Name:** A text input field with a red border and a black circle containing the number 1 next to it.
- First Name:** A text input field with a red border.
- User Login:** A text input field.
- Email:** A text input field.
- User Role:** A dropdown menu with options: Instructor, Proctor, Instructor + Create, and Student (highlighted).
- Records Per Page:** A dropdown menu set to 25.
- Match:** Radio buttons for Starting with (selected), Anywhere, and Exact.
- Case Sensitive:** A checkbox labeled Match Case.
- Assignment Filter:** A dropdown menu with a red border and a black circle containing the number 2 next to it.
- Search:** A blue button with a red border.
- Reset Fields:** A red button.
- Navigation:** Links for Basic Search, Advanced Search, and Roster Search.

Numbered callouts are placed as follows:

- 1:** Next to the Last Name input field.
- 2:** Next to the Assignment Filter dropdown menu.
- 3:** Next to the Search button.

1. Enter the students first or last name
2. Select the assignment you want to give them extra time on at the bottom of the screen
3. Click Search

## Grand Additional Time

The screenshot shows a web interface for granting additional time. At the top, there are radio buttons for "Start/Re-Enter" (selected) and "Deny Access". Below this is a section titled "Grant additional time" with checkboxes for "Grade" and "Re-open if already graded". To the right of these checkboxes is a text input field for minutes, labeled "minutes", with a circled "1" next to it. Below this is a section titled "Select Students" with a "Select All" checkbox. Below this is a table with columns: "Set Permission", "User Login", "First Name", "Last Name", "Email", "Student ID", and "Holds Perr". The first row of the table has a circled "2" next to the "Set Permission" checkbox, which is also circled in red. Below the table, it says "One item found. 1". At the bottom, there is a blue "Authorize" button with a circled "3" next to it.

☒ Start/Re-Enter ☐ Deny Access

☐ Grade ☐ Re-open if already graded

Grant additional time

1  minutes

Select Students ☐ Select All

<input type="checkbox"/> Set Permission	User Login	First Name	Last Name	Email	Student ID	Holds Perr
<input type="checkbox"/>						

One item found. 1

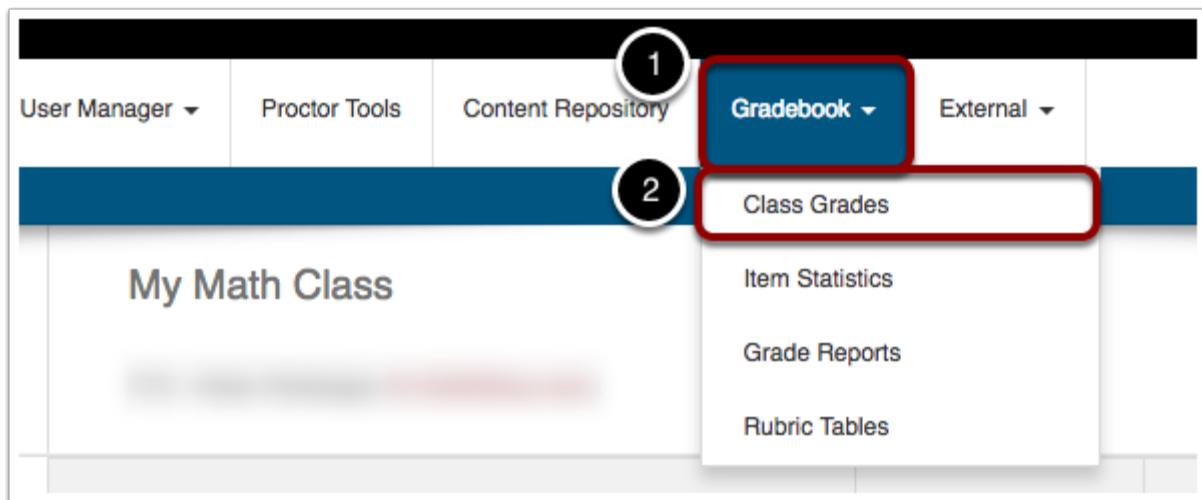
3

1. Enter how many additional minutes you want to give the student.
2. Select the student(s).
3. Click Authorize.

You will then see the new time limit for the student update to the right of their name under the Time Limit column.

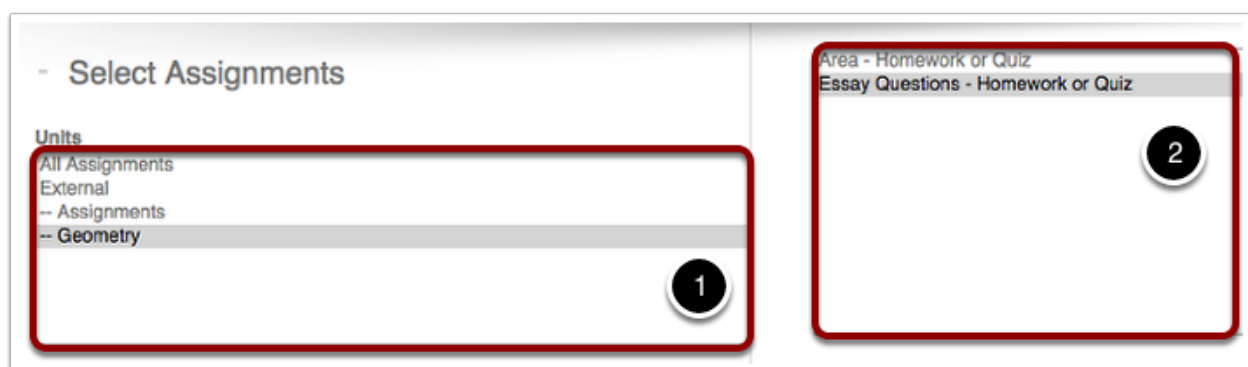
# How Do I Grade Maple TA Essay Questions?

## Go to Class Grades



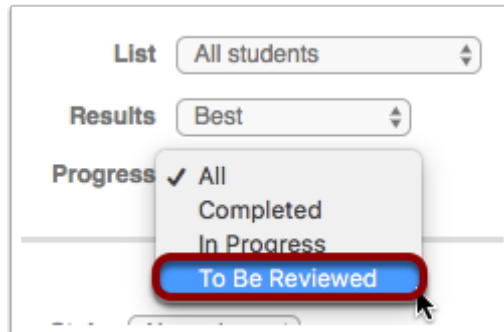
First click on Gradebook then on Class Grades.

## Select the Assignment



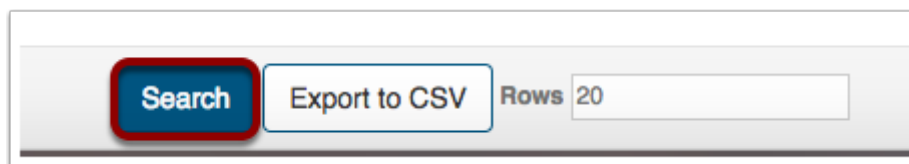
Click on the unit and then on the assignment you want to grade.

## Filter for "To Be Reviewed"



Under Filter Results select To Be Reviewed as the Progress.

## Search



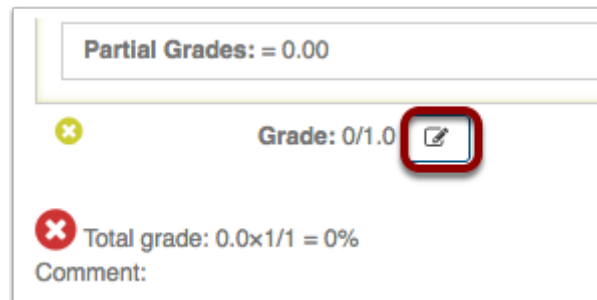
Click Search.

## Select the Grade


Summary Data		Essay Questions		Total
Total Points		1.0		1.0
Last	Given	Progress	Grade	Total
		✓	0	0

Click on the grade for the student you want to change the grade for.

## Change the Grade



Partial Grades: = 0.00

Grade: 0/1.0 

Total grade: 0.0x1/1 = 0%  
Comment:

Click the edit button next to the grade.

## Enter the New Grade and Click Save

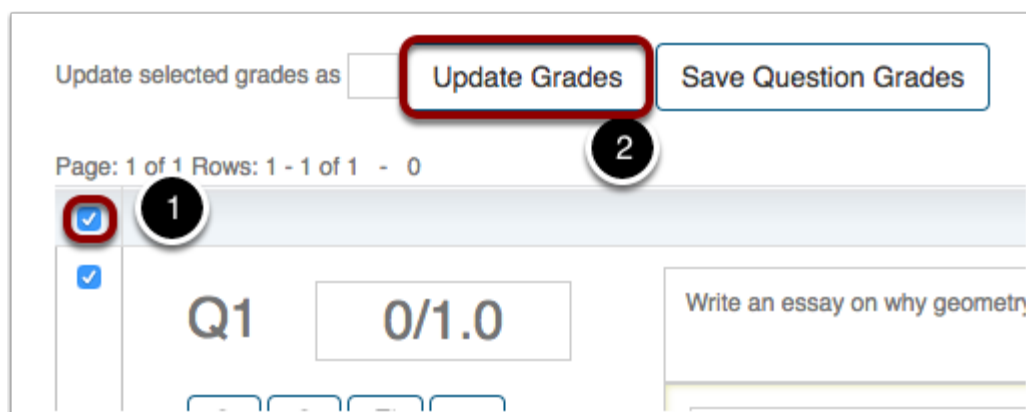


Grade:  1.0  

1 2

Enter your new grade and click on the save icon.

## Update Grade



Update selected grades as  **Update Grades** **Save Question Grades**

Page: 1 of 1 Rows: 1 - 1 of 1 - 0

<input checked="" type="checkbox"/>	1		
<input checked="" type="checkbox"/>	Q1	0/1.0	Write an essay on why geometn

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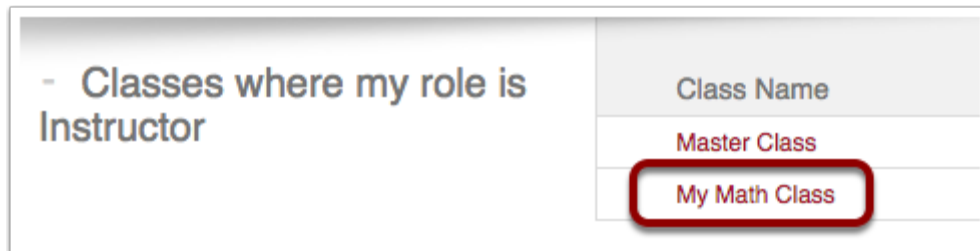
Use the top checkbox to select all questions and click the Update Grades button.



For more information of grading essay questions check out the [help guide from Maple TA](#).

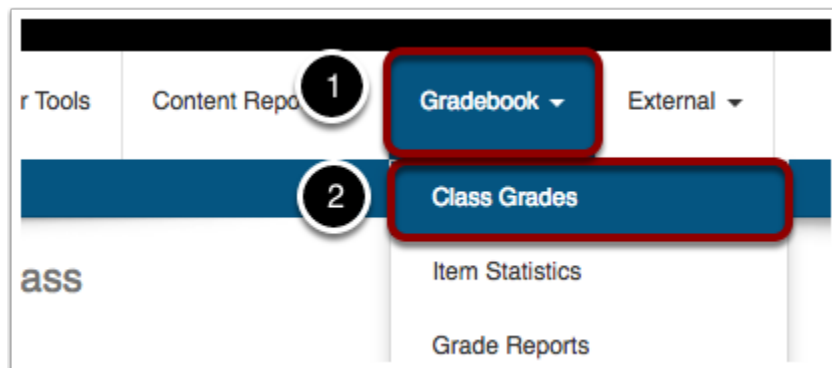
# How Do I View "In Progress" Grades On A Maple TA Assignment?

## Find Your Class



Navigate to your class in MapleTA.

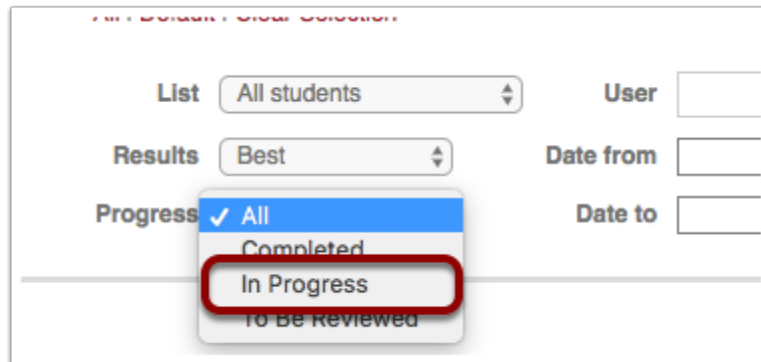
## Class Grades



First Click on Gradebook then on Class Grades.



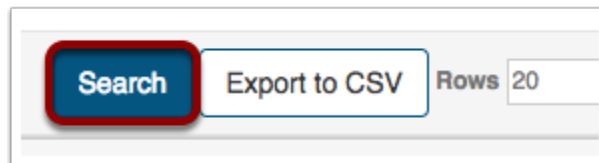
## Filter Results



The screenshot shows a 'Filter Results' section with three dropdown menus: 'List' (set to 'All students'), 'Results' (set to 'Best'), and 'Progress'. The 'Progress' dropdown is open, showing four options: 'All' (with a checkmark), 'Completed', 'In Progress' (highlighted with a red rectangle), and 'To Be Reviewed'. To the right of these dropdowns are input fields for 'User', 'Date from', and 'Date to'.

Under Filter Results select the In Progress option from the Progress dropdown menu.

## Search



The screenshot shows a search bar with a 'Search' button (highlighted with a red rectangle) and an 'Export to CSV' button. To the right of these buttons is a 'Rows' dropdown menu set to '20'.

Click the Search button to view the students who are still in progress.

# How Do I Force Grade A Maple TA Assignment?

## Search Students

First you must know how to search for students who are in progress of taking the assignment. You can learn how to do that from this [tutorial](#).

## Grade

Total Points		2.0	2.0
Last	Given	Grade	Total
		0	0

Page: 1 of 1 Rows: 1 - 1 of 1 - EII

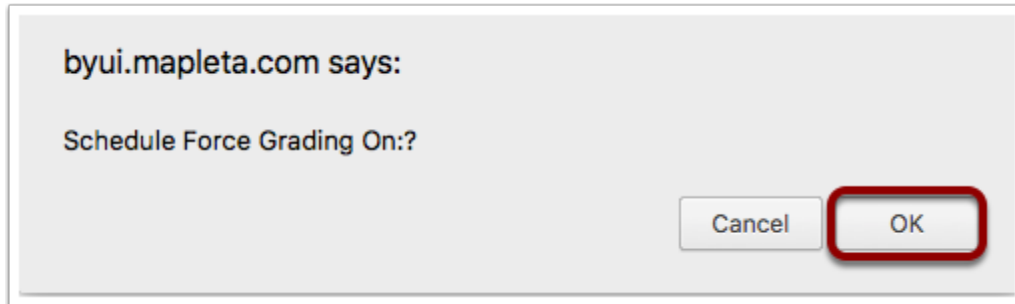
Click on one of the students grade for the assignment. This may not be a 0.

## Active

Assignments	
ii.edu Completed:	Active: 1
To Be Reviewed:	Passed: 0

Click the red Active link and select Okay

Ok



Click OK to force all grades.

# How Do I Copy A Maple TA Course?

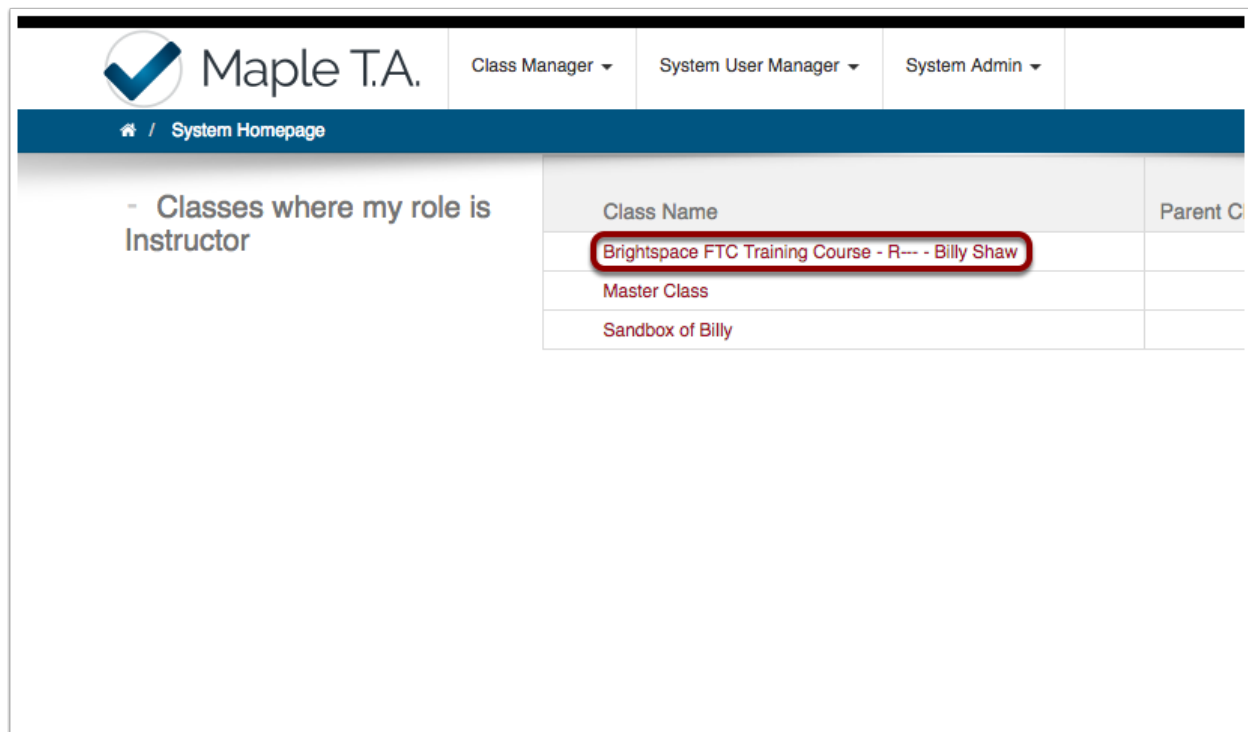
There are two methods you can use to copy a course in Maple TA:

1. Create a child course: This is the simplest way to create a copy of a Maple TA course. The major drawback about creating a child course is that all the content of the child course will be an **exact** reflection of the parent course content—**permanently**. You cannot change the content of the child course independent of the parent course. If any changes need to be made to the content of the course, they will have to be made in the parent course.
2. Import/Export Content: This method takes a bit more time, but creates an independent copy of the course.

This article will cover both methods.

## Method 1: Create a Child Course

### Access Parent Course

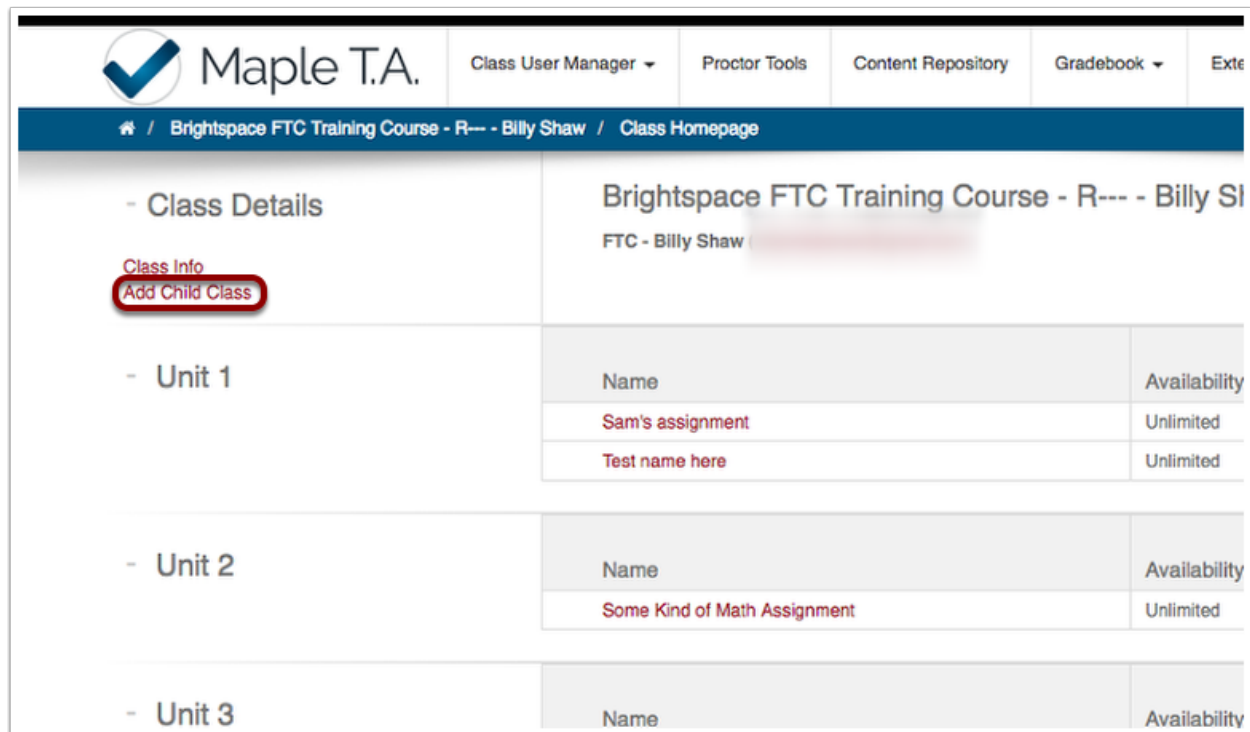


The screenshot shows the Maple T.A. System Homepage. The header includes the Maple T.A. logo and navigation links: Class Manager, System User Manager, and System Admin. The main content area is titled "Classes where my role is Instructor" and displays a table of available parent courses.

Class Name	Parent C
Brightspace FTC Training Course - R--- - Billy Shaw	
Master Class	
Sandbox of Billy	

Click on the course you want to copy.

## Add Child Class



The screenshot shows the Maple T.A. interface for a class titled "Brightspace FTC Training Course - R--- - Billy Shaw". The interface includes a top navigation bar with links for "Class User Manager", "Proctor Tools", "Content Repository", "Gradebook", and "Extensions". Below this is a breadcrumb trail: "Home / Brightspace FTC Training Course - R--- - Billy Shaw / Class Homepage".

The main content area is divided into two columns. The left column contains a sidebar with the following items:

- Class Details
  - Class Info
  - Add Child Class** (highlighted with a red box)
- Unit 1
- Unit 2
- Unit 3

The right column displays the class title and a table of assignments. The table has two columns: "Name" and "Availability".

Name	Availability
Sam's assignment	Unlimited
Test name here	Unlimited

Below the table, there are sections for Unit 2 and Unit 3, each with a "Name" column and an "Availability" column.

Click Add Child Class.

## Class Information

- Class Details

Instructor

FTC - Billy Shaw

Change Instructor

Instructor Email

Course ID

Tests

Class Name

Training Course Copy

Class Short Name

Registration Locked

☒

Allow Students to drop class

☐

Inherit content from

Brightspace FTC Training Course - R--- - Billy Shaw

Default Role in Class

Student


Sort Weight

Submit

Cancel

Enter course information and click on **Submit**.

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 Maple T.A.

Class User Manager ▾

Proctor Tools

Content Repository

Gradebook ▾

External ▾

[Home](#) / [Training Course Copy](#) / [Class Manager](#)

The class information was successfully updated.

- Class Details

[Choose Instructor](#)  
[Edit](#)

Class Name:

Training Course Copy

Class Short Name:

Class Description:

Instructor:

FTC - Billy Shaw

Instructor Email:

Course ID:

Tests

Parent Name:

Brightspace FTC Training Course - R--- - Billy Shaw

Creation Date:

Thursday, November 16, 2017

Featured:

false

Allow Anonymous Access:

false

Allow Students to drop class:

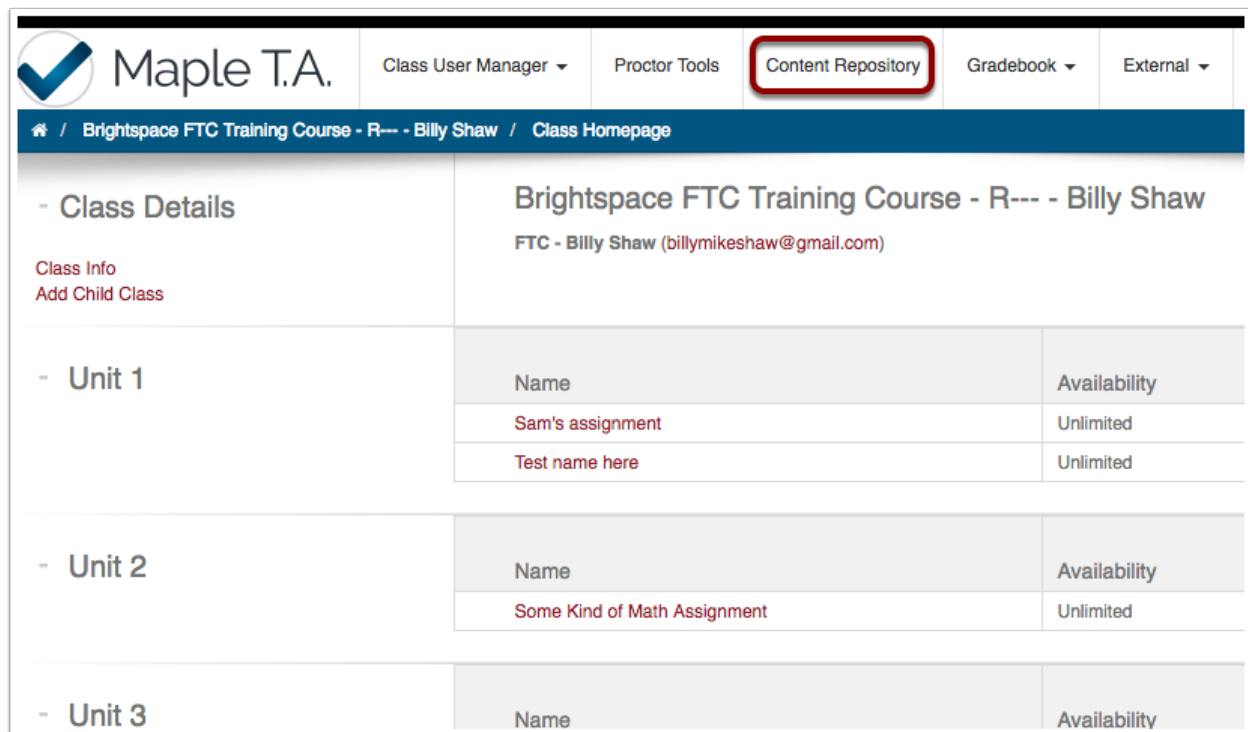
false

Your class has been successfully copied.



## Method 2: Import Course Content

### Content Repository



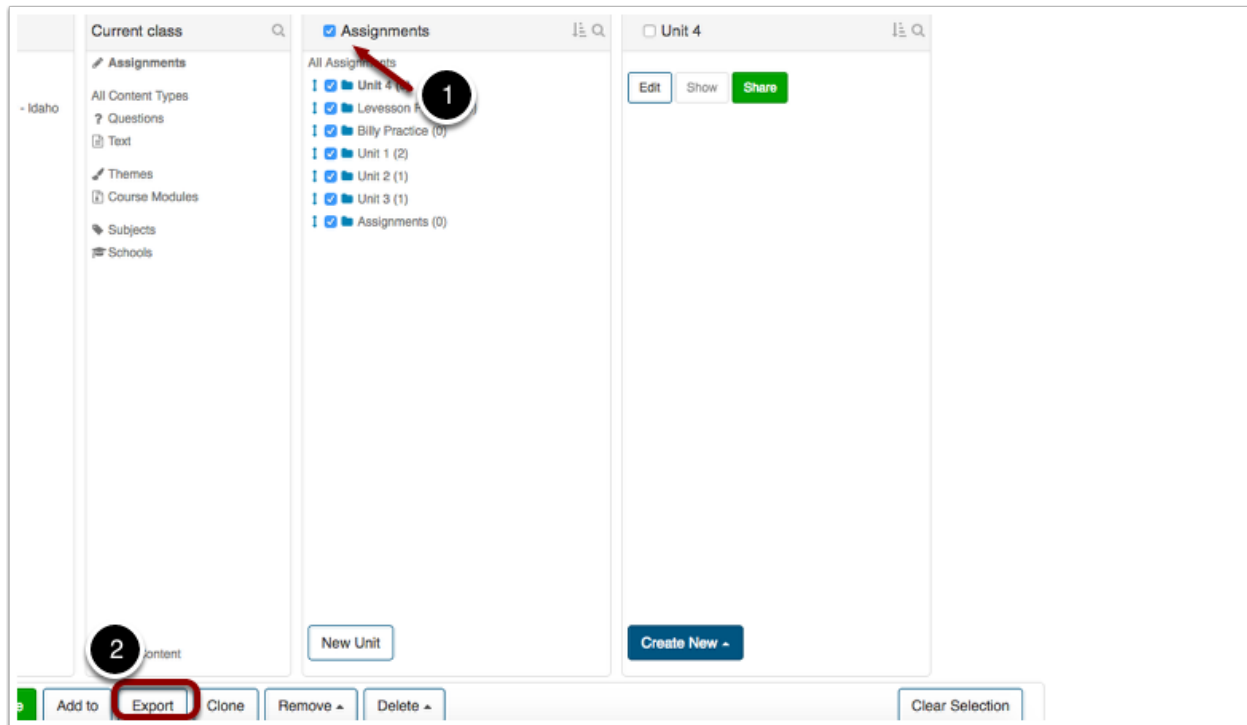
The screenshot shows the Maple T.A. interface for a course titled "Brightspace FTC Training Course - R--- - Billy Shaw". The "Content Repository" tab is highlighted with a red box in the top navigation bar. Below the navigation bar, the course title and instructor name "FTC - Billy Shaw (billymikeshaw@gmail.com)" are displayed. The main content area is divided into three sections: "Class Details", "Unit 1", and "Unit 2". Each unit section contains a table with columns for "Name" and "Availability".

Unit	Name	Availability
Unit 1	Sam's assignment	Unlimited
	Test name here	Unlimited
Unit 2	Some Kind of Math Assignment	Unlimited
Unit 3		

In the course you want to copy, click on **Content Repository**.

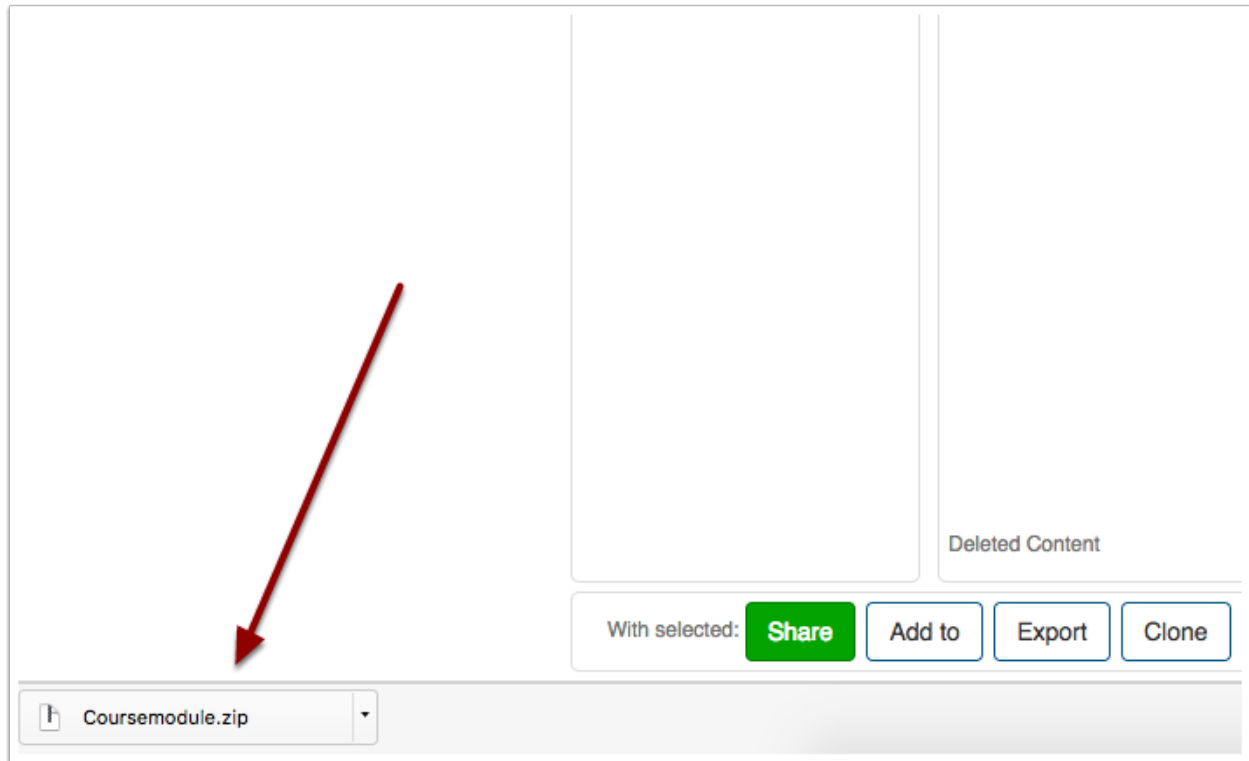
# BYU-Idaho Online Knowledgebase

## Select Assignments



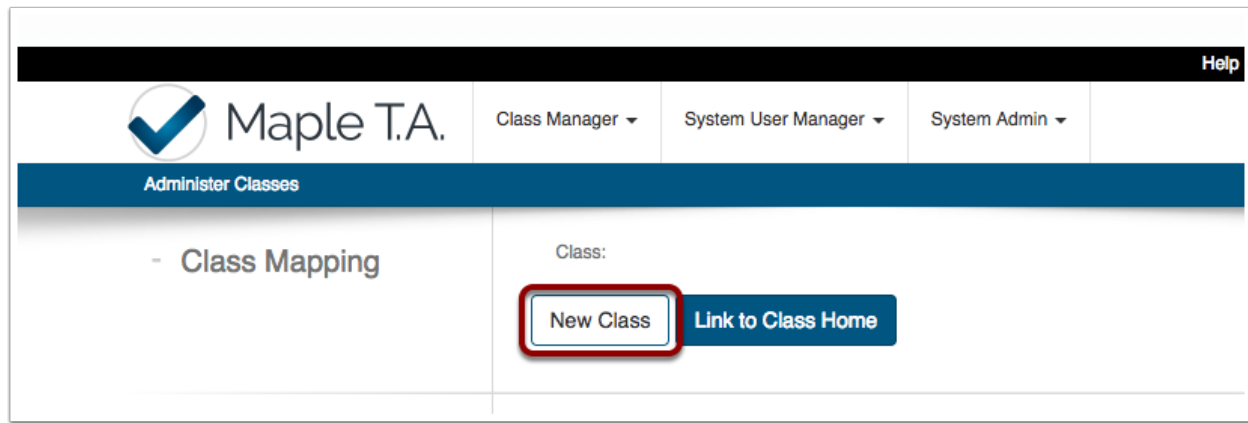
Check the box next to **Assignments** then click on **Export**.

## Download



The course content is downloaded as a .zip file. You will want to leave that file as it is; **do not unzip** it.

## Create New Class



Within your I-Learn I-Learn, create a **new** Maple TA class.



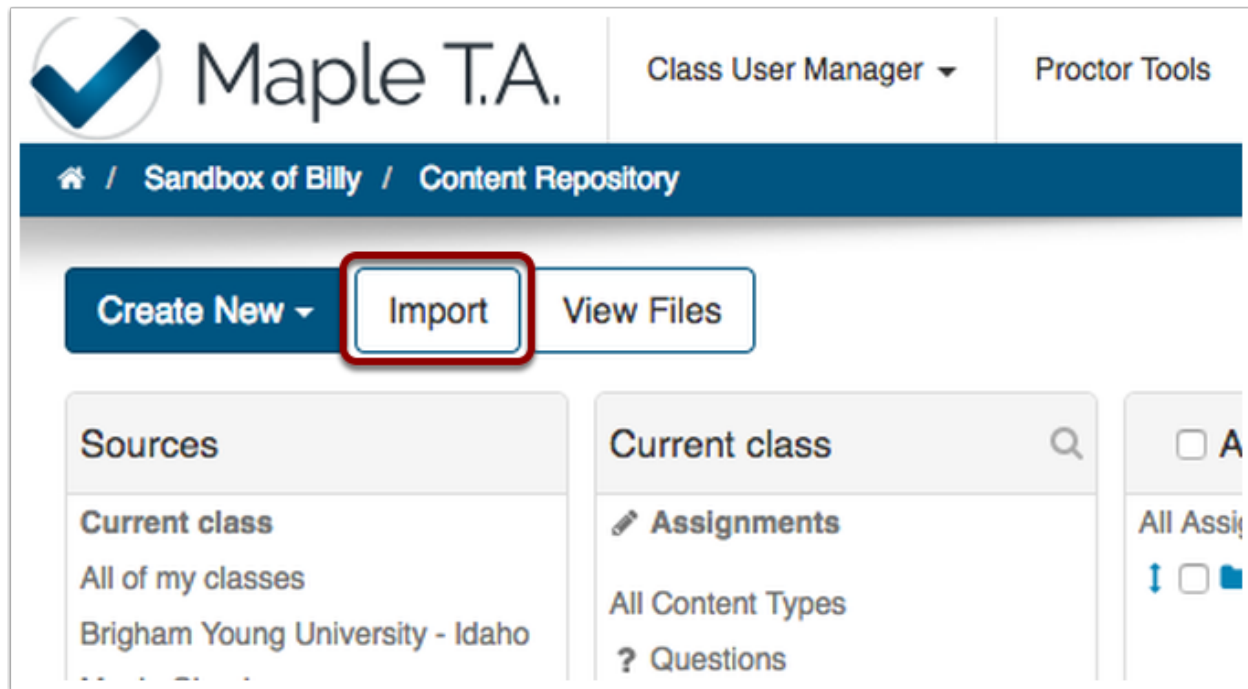
Check out [this article](#) if you need help creating a new Maple TA Class

## Class Information

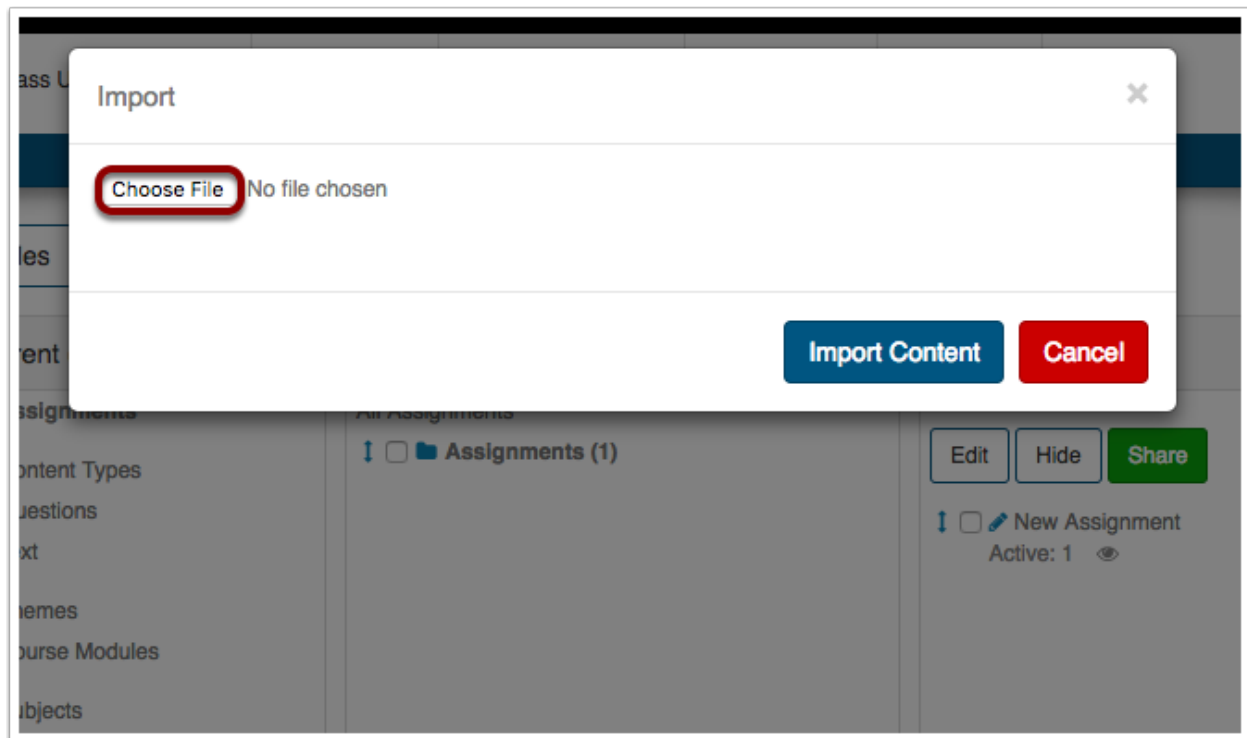
	<b>Allow Students to drop class</b> <input type="checkbox"/>
	<b>Featured Class</b> <input type="checkbox"/>
	<b>Inherit content from</b> <input type="text" value="- None -"/>
	<b>Default Role In Class</b> <input type="text" value="Student"/>
	<b>Sort Weight</b> <input type="text"/>

Enter in the information for the new course and click **Submit**.

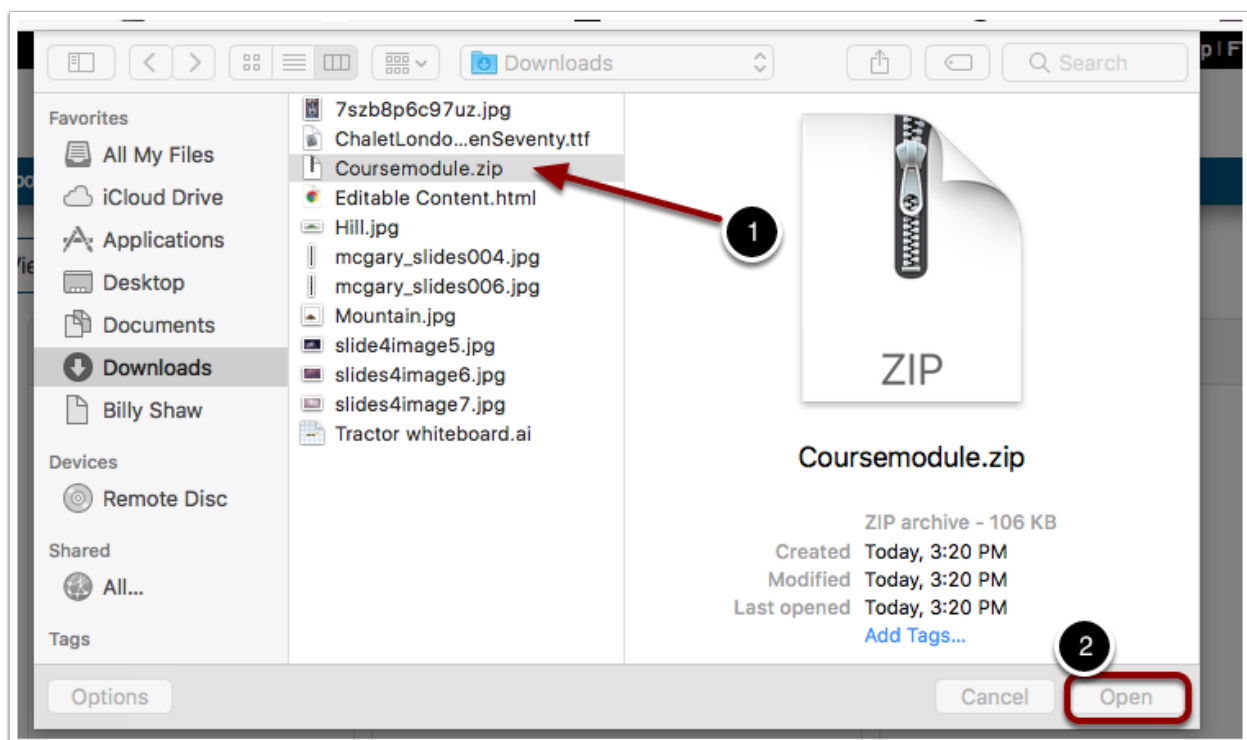
## Import Content



In the content repository of the new class, click on **Import**.

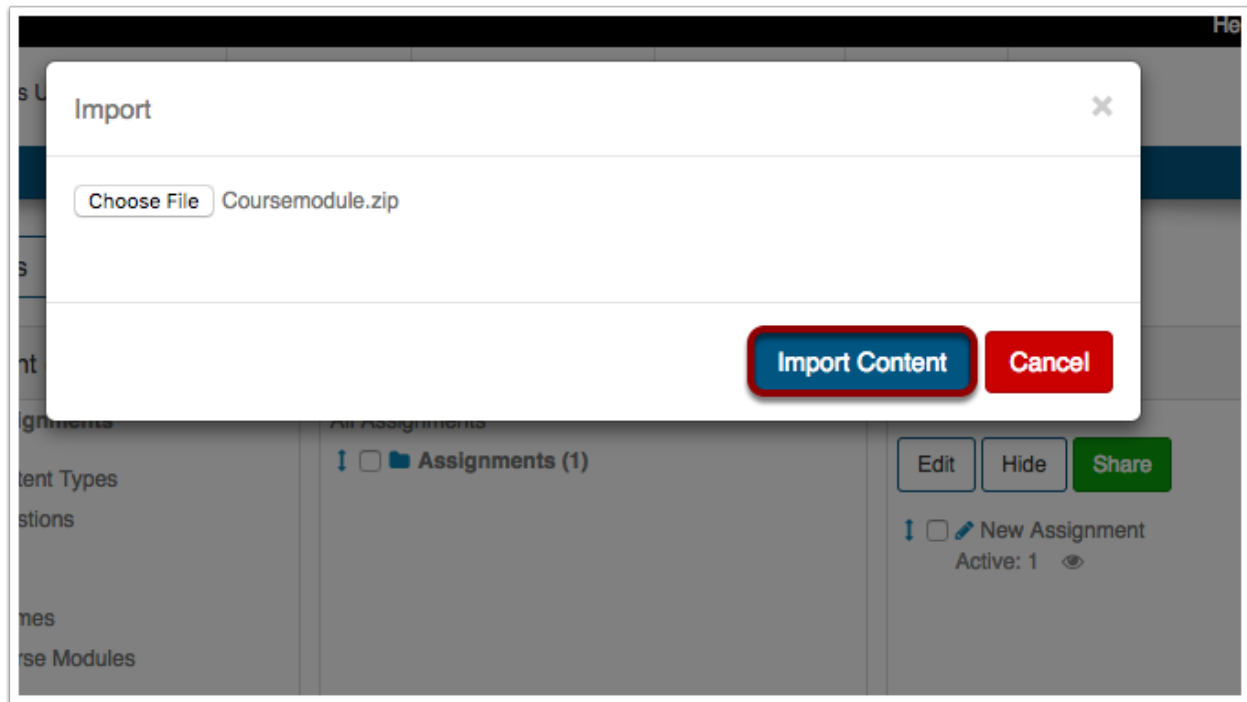


Click on Choose File.




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Select Coursemodule.zip and click on Open.



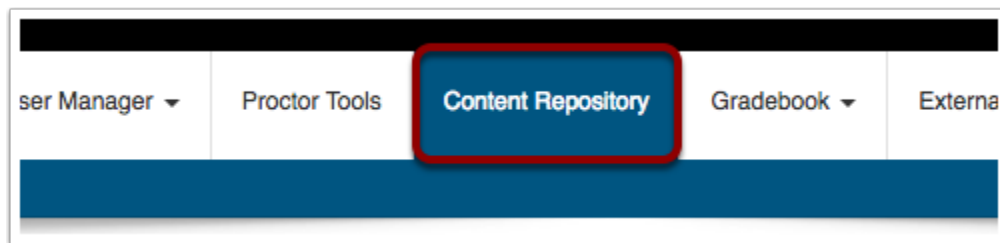
Click on **Import Content** and your course is successfully copied. You may need to refresh your page.

 You may notice that your assignments appear to be out of order after they are imported. If this is the case, simply drag them back into order in the Content Repository.



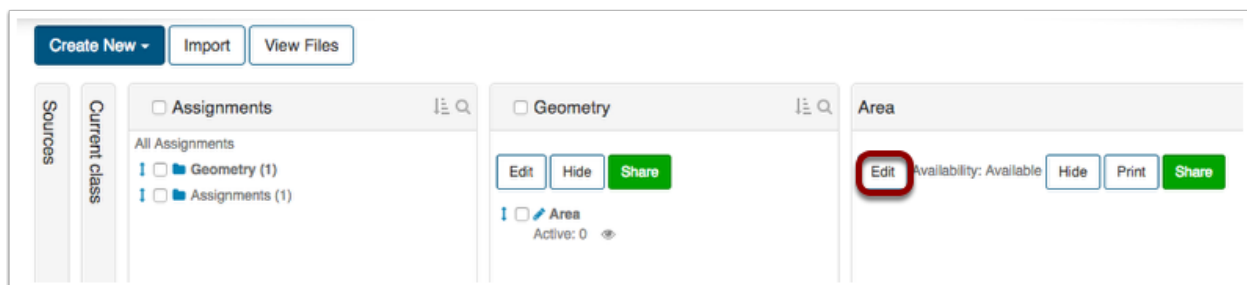
# How Do I Set Dates On A Maple TA Assignment?

## Content Repository



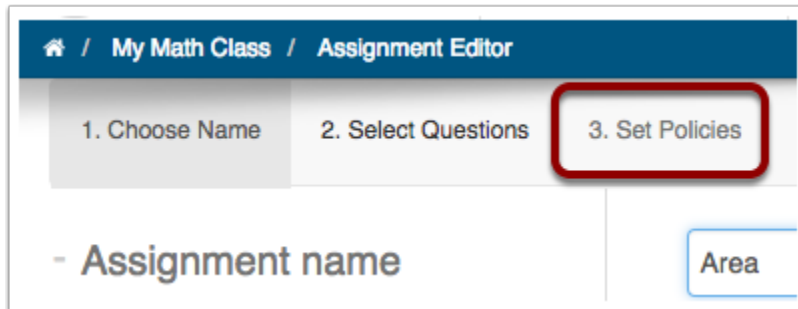
Navigate to the class you want and select the Content Repository at the top of the screen.

## Assignment Editor



Navigate to your assignment through the tabs and click the edit button.

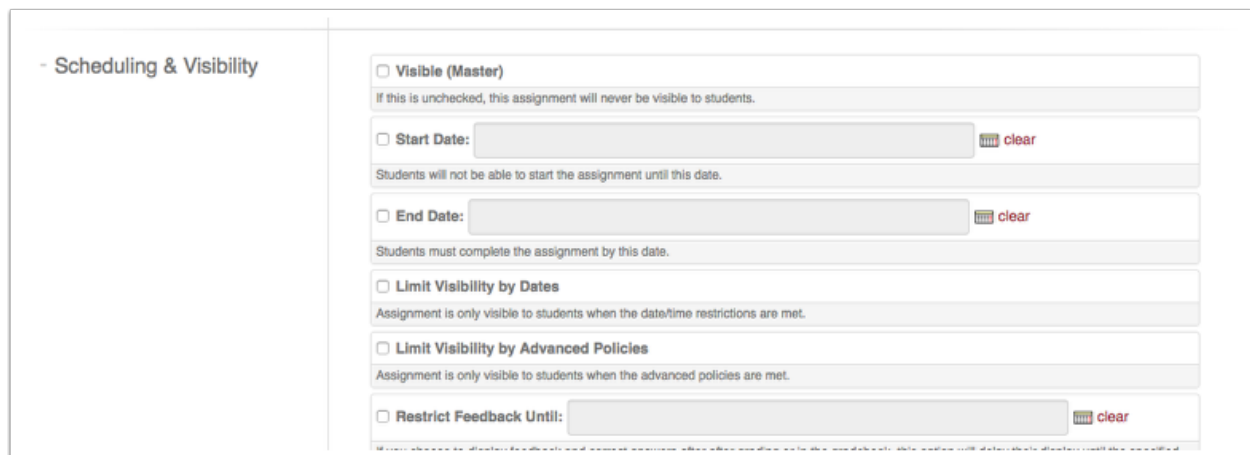
## Set Policies



The screenshot shows the 'Assignment Editor' interface. At the top, there is a blue header bar with a home icon and the text 'My Math Class / Assignment Editor'. Below this, there are three steps: '1. Choose Name', '2. Select Questions', and '3. Set Policies'. The '3. Set Policies' step is highlighted with a red rectangular box. Below the steps, there is a section for 'Assignment name' and an 'Area' button.

Select Set Policies.

## Scheduling & Visibility



The screenshot shows the 'Scheduling & Visibility' section of the Assignment Editor. On the left, there is a sidebar with the text '- Scheduling & Visibility'. The main content area contains several options with checkboxes and input fields:

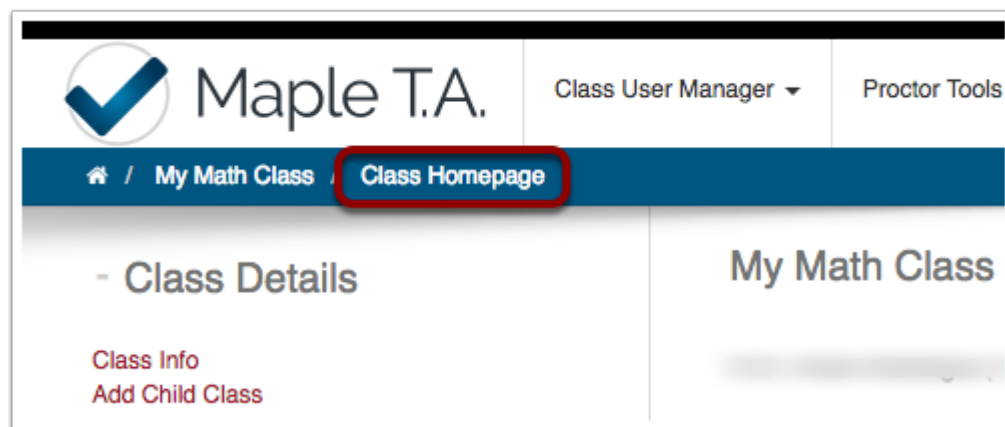
- ☐ **Visible (Master)**  
If this is unchecked, this assignment will never be visible to students.
- ☐ **Start Date:** [input field] [clear button]  
Students will not be able to start the assignment until this date.
- ☐ **End Date:** [input field] [clear button]  
Students must complete the assignment by this date.
- ☐ **Limit Visibility by Dates**  
Assignment is only visible to students when the date/time restrictions are met.
- ☐ **Limit Visibility by Advanced Policies**  
Assignment is only visible to students when the advanced policies are met.
- ☐ **Restrict Feedback Until:** [input field] [clear button]  
When chosen to restrict feedback, your answer choices will be hidden until the date/time restriction is met.

Scroll down to the Scheduling & Visibility options and make the changes you want to the dates.

# How Do I Set A Maple TA Course As Featured/Unfeatured?

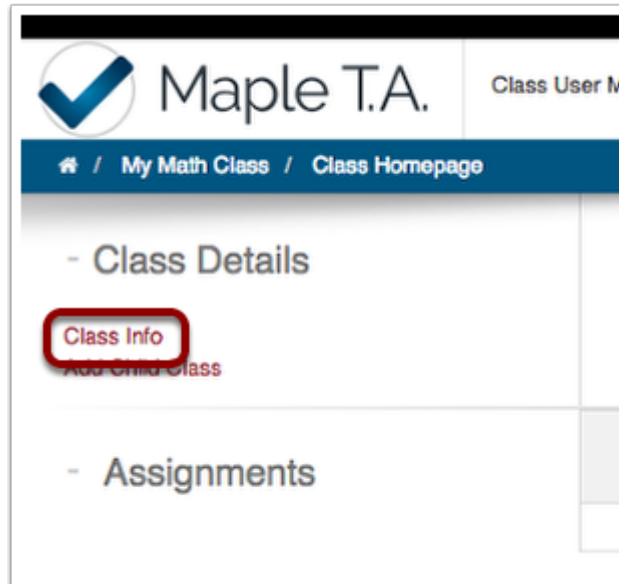
This article explains how to set a Maple TA course as featured or unfeatured. A featured Maple TA course allows any instructor at the university to make a child course based on the featured Course. This feature is typically used only for Online courses.

## Homepage



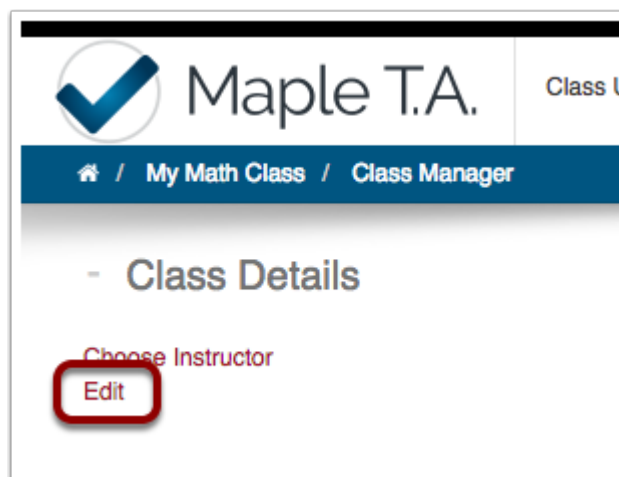
Navigate to your class homepage.

## Class Info



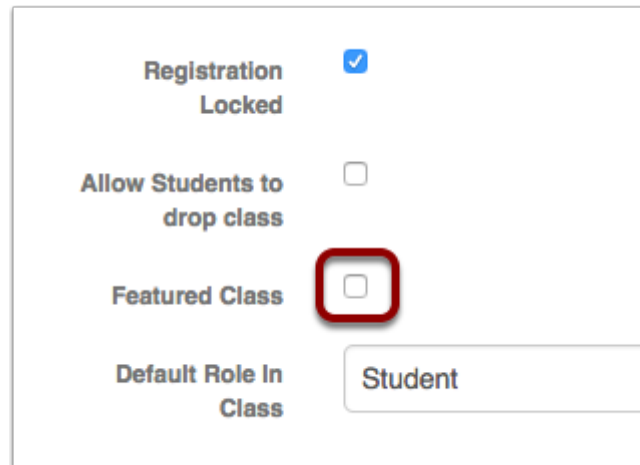
Click the Class Info link.

## Edit



Click Edit.

## Featured Class

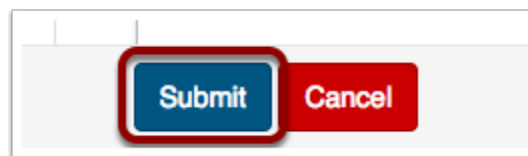


A screenshot of a settings form for a class. It contains four rows of controls: 'Registration Locked' with a checked checkbox, 'Allow Students to drop class' with an unchecked checkbox, 'Featured Class' with an unchecked checkbox highlighted by a red square, and 'Default Role In Class' with a dropdown menu showing 'Student'.

Registration Locked	<input checked="" type="checkbox"/>
Allow Students to drop class	<input type="checkbox"/>
Featured Class	<input type="checkbox"/>
Default Role In Class	Student

Check the Featured Class option.

## Submit



A screenshot of two buttons at the bottom of a form: a blue 'Submit' button and a red 'Cancel' button. The 'Submit' button is highlighted with a red square.

Submit Cancel

Click the Submit button at the bottom of the screen.



Note: When featuring a course for the upcoming semester, **remember** to unfeature the previous semester course.

## Algorithm Documentation

This article gives a brief introduction to commonly used features in the algorithm section of the question editor. For more detail, see [this article](#) from Maple TA's help documentation.

When building a question in Maple T.A. two different input fields are available: the Question text field (with familiar image and video input, html editing capabilities and formatting options), the algorithm field, a Custom CSS field, and a Feedback Field. To view the Algorithm field simply click "Algorithm" to expand it into view.

The Question Text field will house your actual question, but it is just a display – think of the brains of the question being the algorithm.

Getting the two to talk to each other involves variables (defined with "\$" symbol).

When \$variable is in the question field it will display as the value defined by the algorithm.

For example: if in the question text a length is displayed as equal to \$L (ie length = \$L in) and in the algorithm  $L = 7$ , the question field will display 7 (ie length = 7 in).

Responses from the student are received through an item called a Response Area – variables are used here as well to link the responses to the algorithms.

## Introduction to Algorithm Code

Algorithm code (Formally documented as MAPLE TA) is a programming language that follows specific rules and constructs – for instance the symbol "\$" declares a variable. Functions can be called (like in excel) and constants like pi are recognized. Breaking these rules will trigger a built in debugger that will attempt to tell you where the error in the code is located.

Don't stop reading!! This is simpler than it sounds.

## A First Question

First let's look a little closer at the multiplication problem:  $a \times b = c$ . The question might read something like "Find the product of a and b:" The instructor wants all these values to change and then c to change accordingly.

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1. First write the question to reflect the variables: reword as "Find the product of \$a and \$b." This will now link the question display to the algorithm.
2. Build the variable in the algorithm field
  1. do this the same was as in the question field with the "\$" symbol (ie \$a and \$b)
3. Set the variables equal to a random number between 1 and 6
  1. \$a=range(1,6);
  2. \$b=range(1,6);

Whoa! What just happened? Programming!! Look a little closer at 3.a: First we told Maple T.A. which algorithm we were working with by using "\$a", next we set it equal to something using the "=" operator. Finally we used a function to find a random integer based on some conditions. In this case a random integer between 1 and 6 using the range() function. Don't forget to close your code lines with the ";" semi-colon operator.

Now when we preview the question, a and b will randomly be changed to values between 1 and 6.

Now for the answer – c.

Back in our question text let's add a response area and then select the numeric response. In the numeric part field (this is what would be the question answer) simply create a variable called \$answer to link it to the algorithm.

Now in the algorithm field, create a variable called \$answer and then set it equal to a x b with the "=" operator and the a and b variable names and the "\*" multiplication operator.

Your code might look something like this:

```
$a=range (1, 6) ;  
$b=range (1, 6) ;  
$ans=$a*$b;
```

Now in previewing the question answers can be entered and grading them will show that the answer changes with a and b.

Great! You are now a master of the algorithm feature in Maple TA.

## The Algorithm Designer

Maple TA has a quick wizard for creating variables so we don't have to remember all the syntax. Expand the red "Show Designer" link under the Algorithm heading to show the wizard. After entering the needed data and hitting "Add" Maple TA will automatically generate the syntax at the point where the cursor is in the algorithm field.

## Useful Algorithmic Functions

### R-Int

```
rint(x)
```

Rint returns a random integer between 0 and the argument given (x).

### Switch

```
switch(i,1,2,3,4,5,6...)
```

Switch essentially means “pick x from list”. The first argument is the index of which item to pick ( i ) and the following arguments are the list.

### Range

```
range(x,y,z)
```

Range returns a random number greater than x and less than y in steps of z. ie range(15,30,5) would return either 15, 20, 25 or 30

### Maple

```
maple("string entry")
```

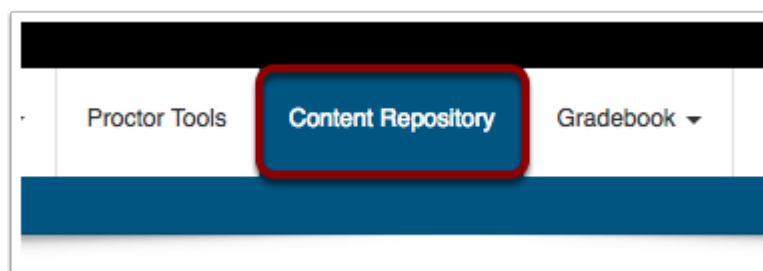
Maple TA has access to the Maple programming engine when greater complexity of code is needed or wanted. The string entry argument is simply maple code that will be evaluated with the Maple engine and return a value.



## How Do I Get to the Policies Tab?

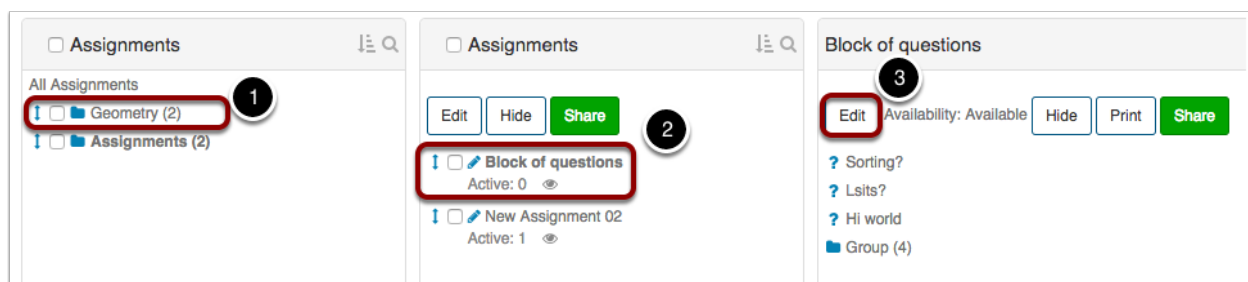
The Policies Tab allows you to add passwords, add time limits, change dates, and configure feedback on assignments.

### Content Repository



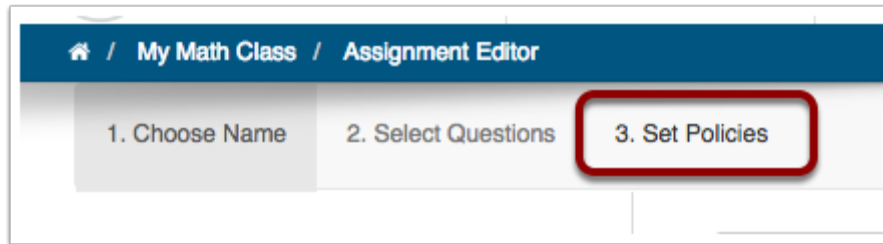
Click on the Content Repository tab at the top of the screen.

### Locate and Edit the Assignment



- 1) Click on the assignment's group.
- 2) Click on the assignment itself and
- 3) Click on the Edit button.

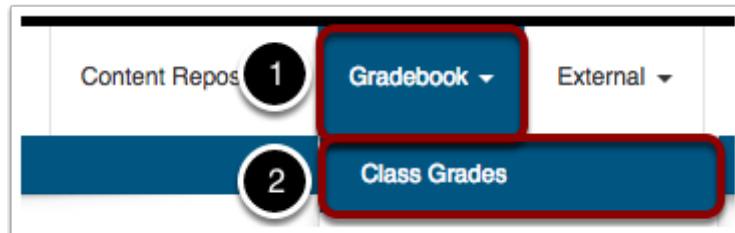
## Set Policies



Click on the Set Policies tab to make changes. Save after you're done.

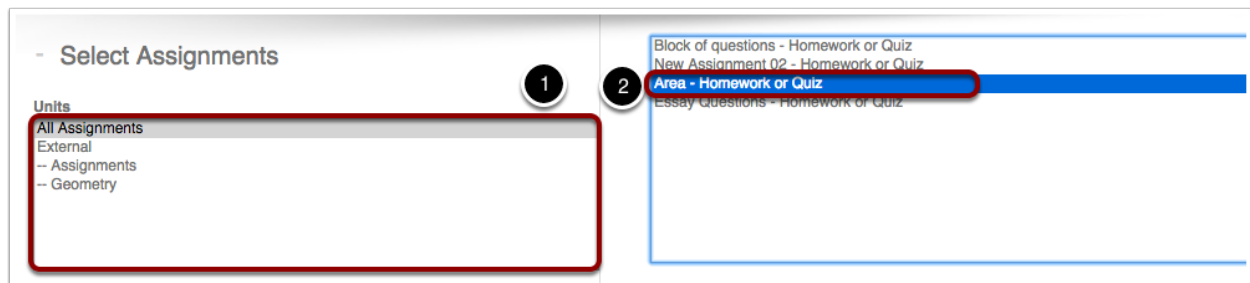
# How Do I Review a Student Assessment?

## Class Grades



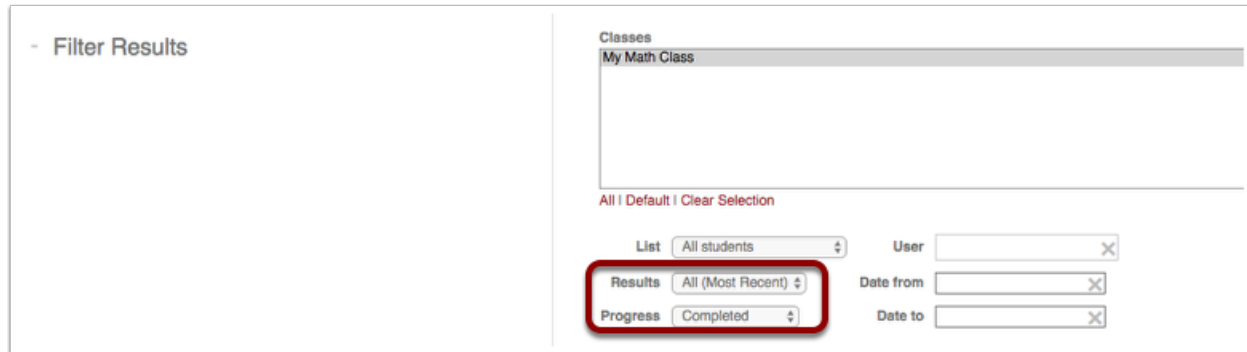
- 1) Click on the Gradebook tab
- 2) Click Class Grades.

## Find the Assignment



- 1) Select the Unit from the box on the left
- 2) Click the assignment from the box on the right.

## Filter the Results



- Filter Results

Classes  
My Math Class

All | Default | Clear Selection

List: All students | User:

Results: All (Most Recent) | Date from:

Progress: Completed | Date to:

Filter your results. In most cases, you will want the Results to show Most Recent and then Progress set to Completed.

## Search



Search Export to CSV Rows 20

Click the blue Search button at the bottom of the screen.

## Select Student

Class Grades			
Item Statistics			
Page: 1 of 1 Rows: 1 - 1 of 1 - Mos			
Summary Data		Essay Questions	
Total Points		1.0	
Last	Given	Progress	Grade
		✓	1
Page: 1 of 1 Rows: 1 - 1 of 1 - Mos			

Click on the grade number next to the student's name.

## View Results

- View Panel

Style: Number

- Student Assignment Details

Essay Questions

Score: 1/1.0

Duration: 0 min

Started: 12/9/17 12:12:06 AM GMT

Finished: 12/9/17 12:12:17 AM GMT

- FTC -

Login: ftc\_noser1194

Assignments

Email: mos12011@byui.edu

Completed: 1

Active: 0

Student ID:

To Be Reviewed: 0

Passed: 1

Update selected grades as ☐ Update Grades Save Question Grades

Page: 1 of 1 Rows: 1 - 1 of 1 - 0

Q1

1/1.0

Search

Filter

Grade

Comment

Fully Graded: ✓

Grade Overridden: ✓

Parts Ungraded: 0

View Annotated Response Original Response

Write an essay on why geometry is the best.

Because it is

Keywords:

Partial Grades: n 0.00

Grade: 1/1.0

✓ Total grade: 1.0x1/1 = 100%

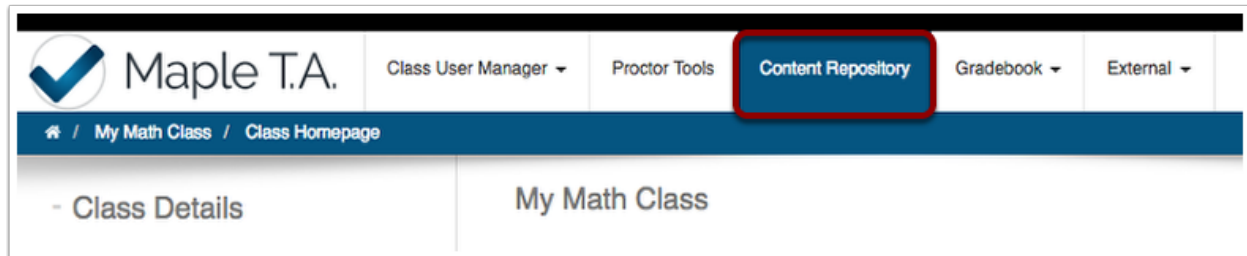
Comment:

Search Export to CSV Rows: 20

Here you can see all of the students answers to questions and change their grade.

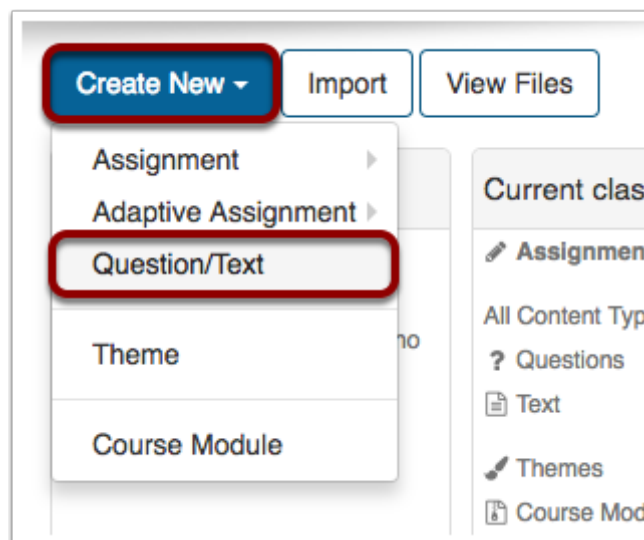
# How Do I Create a Question in Maple TA?

## Content Repository



Navigate to your class in Maple TA and click on the Content Repository tab.

## Create New Question



Click on the Create New button and then on Question/Text.



You can also create questions from within an assignment under the Select Questions tab and clicking on the New Question button.

## Name and Text

- Question Name	Area
- Question Text	<div><div>Source</div><div>Find the area of a square with a width of \$width cm and a length of \$length cm.</div></div>

Give your question a simple name to help you find it later and enter the text for the question. In this example we will be using two variables called \$width and \$length.

## Response Area

Equation Editor

Response Area

of \$width cm and a length of \$length cm.



## Select Answer Type

**Choose Question Type**

Clickable Image  
Essay  
Scanned Document  
Free Body Diagram  
HTML  
List  
**Maple-graded** (1)  
Matching  
Math App  
Mathematical Formula  
Multiple Choice  
Numeric  
Sketch  
Sorting  
True/False

**Maple-graded:**

**Weighting:** 1

**Answer:** \$answer (2)  
(referenced when grading as \$ANSWER)

**Grading Code:**  
evalb((\$ANSWER)-(\$RESPONSE)=0);

**Expression Type:** Formula - e.g.  $e^x \sin(x^2)$

**Text/Symbolic entry:** Student can choose



There are many different answer types that you can select. For this example we will use a Maple-graded answer which we set to variable \$answer. Once you have set up your answer click OK.

## Algorithm

### - Algorithm

Edit the code for your algorithm in the text box to the right, or click "Show Designer" to use the algorithm designer. The algorithm designer tool allows you to define algorithms for your question by completing a form.

Show Designer

Refresh algorithm preview

```
1 $width = range(1,8);  
2 $length = range(4,10);  
3 $answer = $width * $length;
```

Now we are going to define what all the variables are that we have used. Click on the Algorithm option and enter the following code. This will set variable \$width to a whole number between 1 and 8. Variable \$length will be set to a whole number between 4 and 10. The variable \$answer will equal the product of width and length.

## Save and Close

Save & Close

Save

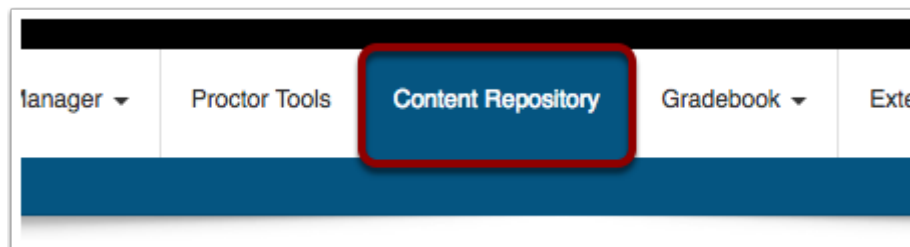
Preview

Cancel

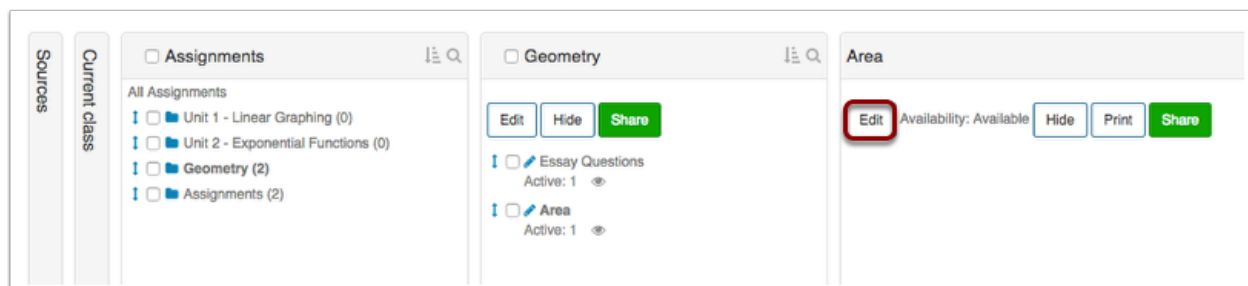
Congratulations you have successfully created a question in Maple TA. Click on Save & Close to finish.

# How Do I Add a Question to an Existing Maple TA Assignment?

## Content Repository



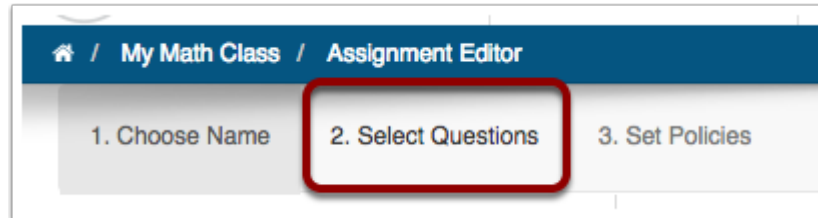
## Select the Assignment



Navigate to your assignment and click the Edit button.

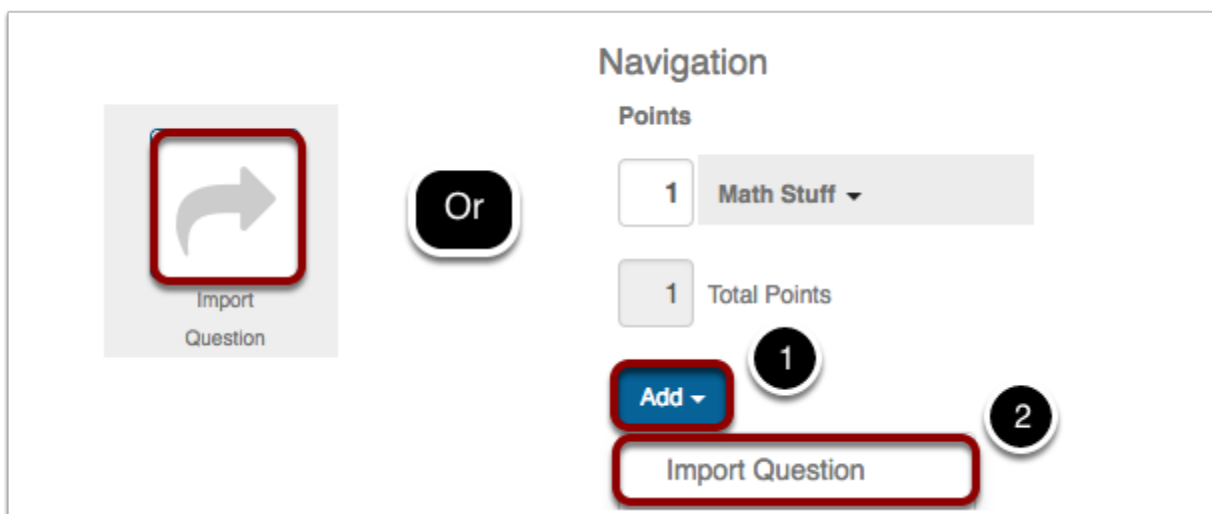
💡 If there is no "Edit" button it is because students may be currently working on the assignment. If this is the case click the "Force Grade" button. Note that this will end all students currently on the assignment and give them a partial grade.

## Select Questions



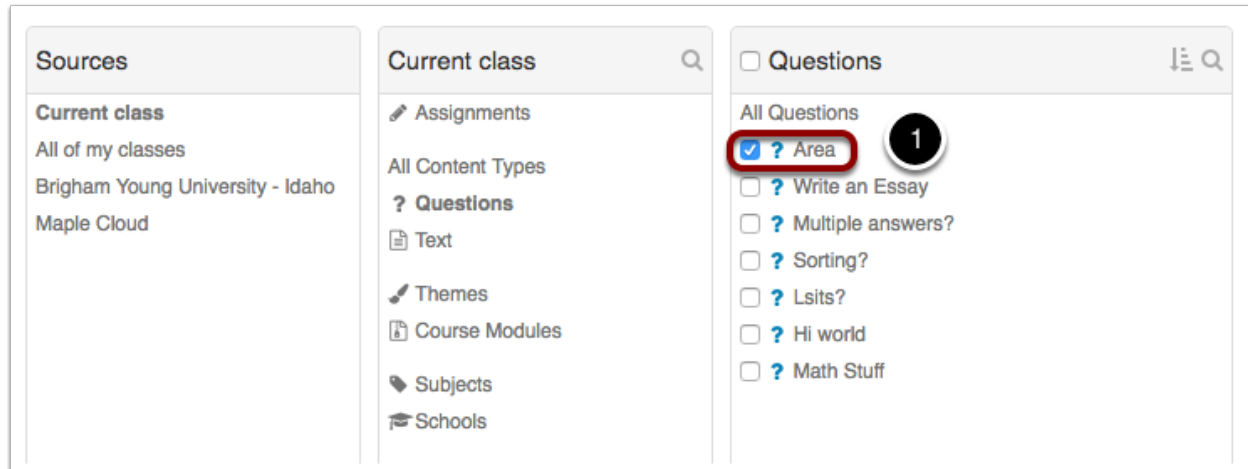
Click on the Select Questions tab at the top of the screen.

## Import Question



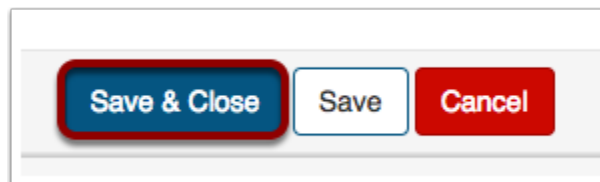
Click on the Import Question button. If there are already questions in your assignment then click on the Add button on the right of the screen.

## Select Question



Select the question(s) that you want to import and click the Import button.

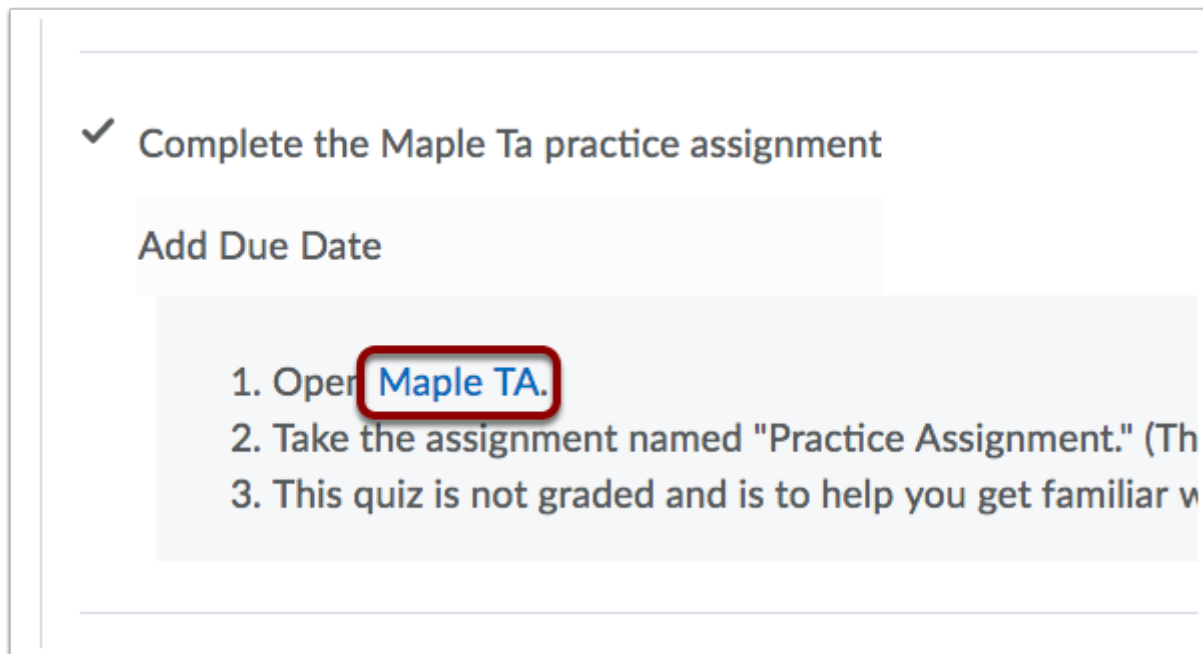
## Save and Close



Click the Save & Close button on the bottom of the screen.

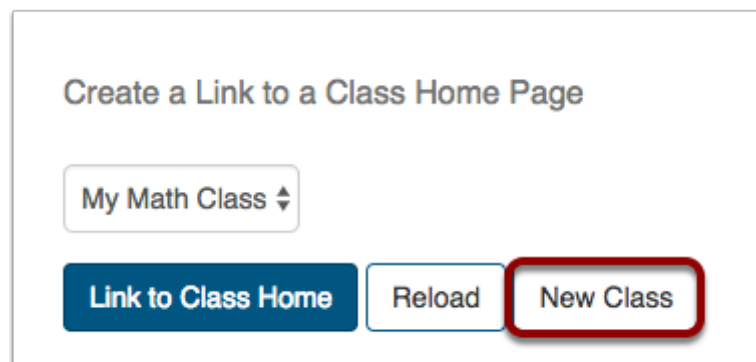
# How Do I Link my Online Class to Maple TA?

## Find a Link



From your iLearn Course find a Maple TA link and click on it.

## Make a New Class



# BYU-Idaho Online Knowledgebase

Click on the New Class button under the Create a Link to a Class Home Page section.

## Inherit Content

The screenshot shows a form titled 'Inherit Content' with the following fields and values:

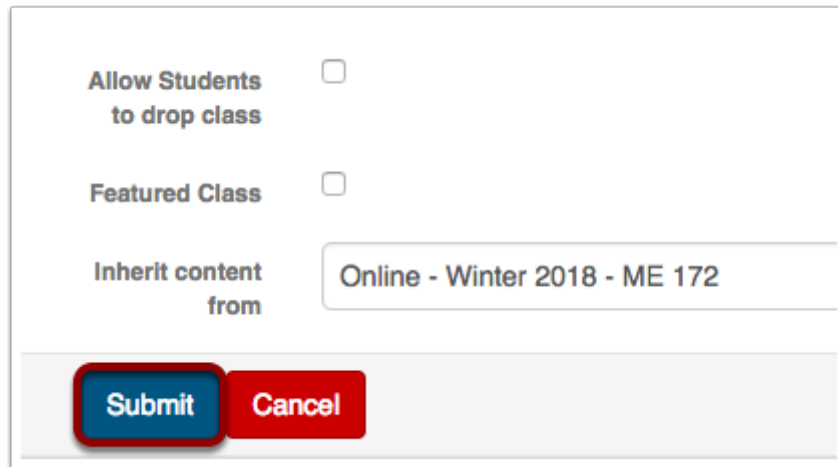
Field	Value
Instructor	FTC - Peter
Instructor Email	[Redacted]
Course ID	52ca3436-9b5c-447a-bb3f-5faa760d78t
Class Name	ME 172 - R---
Class Short Name	ME 172 - R---
Registration Locked	<input checked="" type="checkbox"/>
Allow Students to drop class	<input type="checkbox"/>
Featured Class	<input type="checkbox"/>
Inherit content from	- None -
Default Role in Class	Student
Sort Weight	

Two red boxes highlight specific areas: Box 1 highlights the top section (Instructor, Instructor Email, Course ID, Class Name, Class Short Name) and Box 2 highlights the 'Inherit content from' dropdown menu.

The majority of the information should be filled in from your iLearn course. Please do not make changes to box 1. If you would like to inherit content from a class select which class from box 2.

# BYU-Idaho Online Knowledgebase

## Submit



A form interface for submitting settings. It contains three rows of options, each with a checkbox. The first row is 'Allow Students to drop class', the second is 'Featured Class', and the third is 'Inherit content from' followed by a text input field containing 'Online - Winter 2018 - ME 172'. At the bottom, there are two buttons: 'Submit' (blue with a red border) and 'Cancel' (red).

Allow Students to drop class ☐

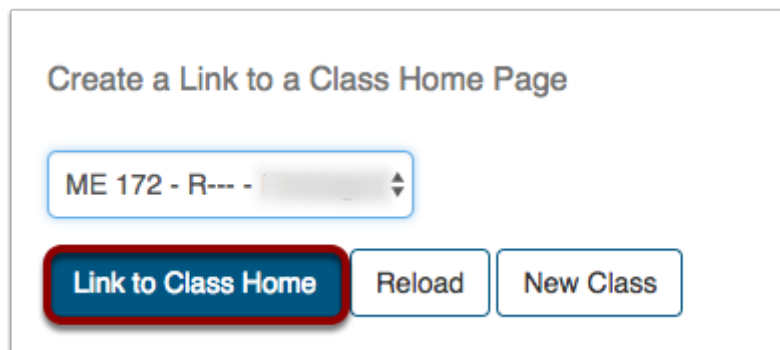
Featured Class ☐

Inherit content from

**Submit** **Cancel**

Go ahead and click on Submit.

## Link



A form interface for creating a link to a class home page. It has a title 'Create a Link to a Class Home Page'. Below the title is a dropdown menu showing 'ME 172 - R---'. At the bottom, there are three buttons: 'Link to Class Home' (blue with a red border), 'Reload', and 'New Class'.

Create a Link to a Class Home Page

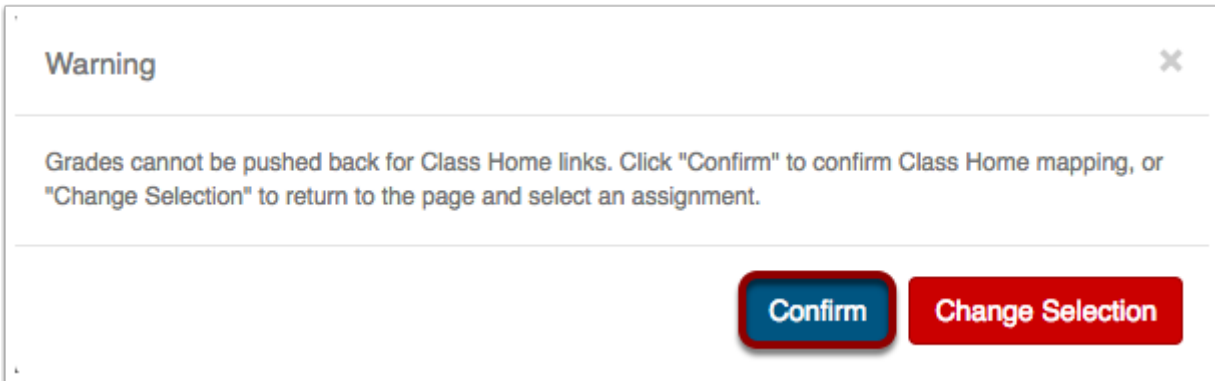
ME 172 - R--- -

**Link to Class Home** **Reload** **New Class**

Click on the Link to Class Home button to



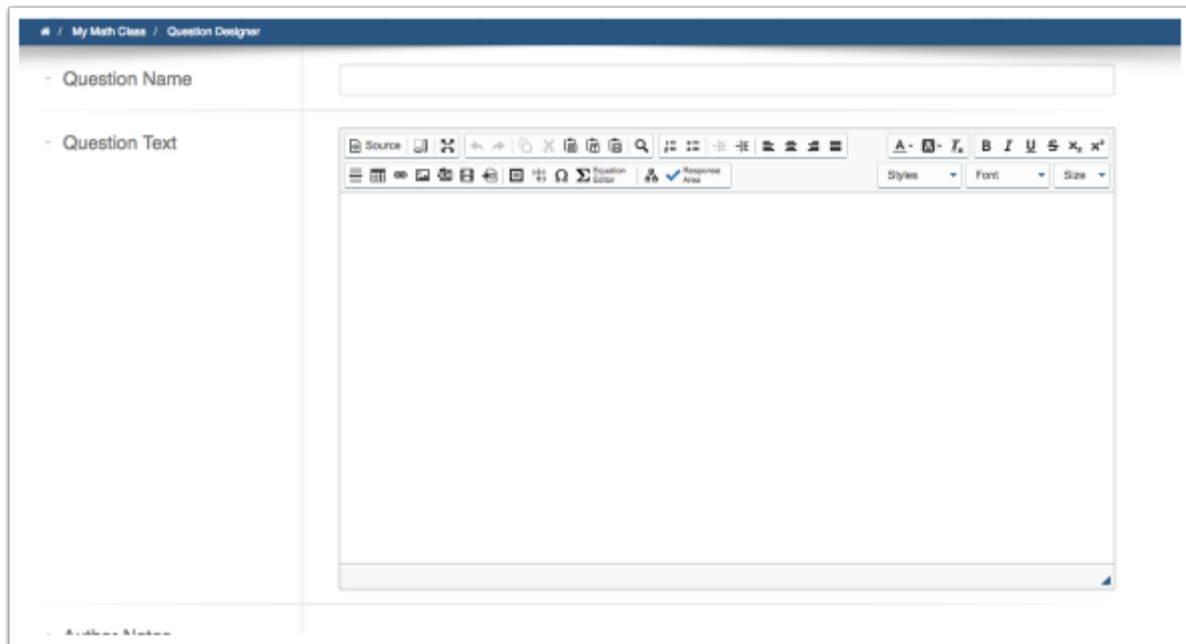
## Confirm



There is a warning concerning grades. You can ignore this by clicking Confirm.

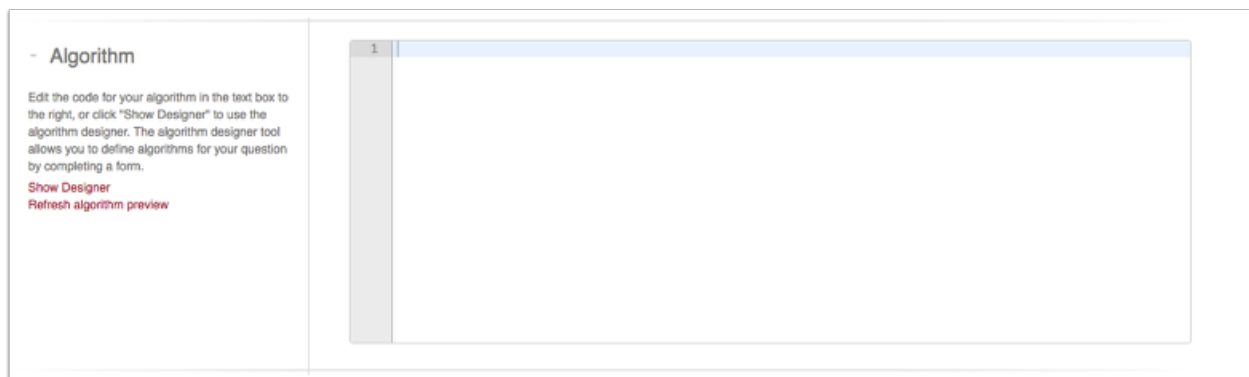
# How Do I Create a Plot/Graph in Maple TA?

## Create a Question



Navigate to the question creator by following [this tutorial](#).

## Maple TA Algorithm



# BYU-Idaho Online Knowledgebase

Scroll down to the Algorithm portion of the question to being adding the code.

## Add the Code

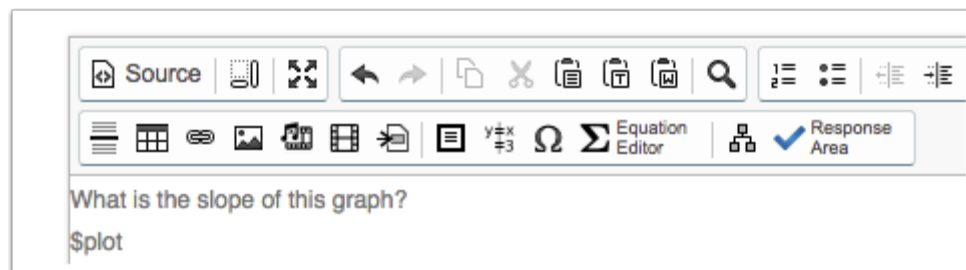
```
1 $a = range(1,5);  
2  
3 $plot = plotmaple("plot(($a*x), view=[0..5,0..5]), plotoptions='height=250, width=250'");  
4
```

```
$a = range(1,5);  
$plot = plotmaple("plot(($a*x), view=[0..5,0..5]), plotoptions='height=250,  
width=250'");
```

The following code will create a random variable from 1 to 5 then set it to the slop of a linear equation. The graph will plot the equation ( $a \cdot x$ ) and show it from 0 to 5 on both axes. The plot options referes to the width and heights in pixels that it will display on the screen.

## Add Plot to Question

You can use the variable `$plot` just like any other Maple variable and add it to the question text. `$plot` can also be added to the text area in hints, sorting questions and other places.



## Add Response Area

What is the slope of this graph?

\$plot

Choose Question Type

- Clickable Image
- Essay
- Scanned Document
- Free Body Diagram
- HTML
- List
- Maple-graded**
- Math App
- Mathematical Formula
- Multiple Choice
- Numeric
- Sketch
- Sorting
- True/False

Maple-graded:

Weighting: 1

Answer: \$a

Grading Code: evalb((\$ANSWER)-(\$RESPONSE)=0);

Expression Type: Formula - e.g.  $e^x \sin(x^2)$

Text/Symbolic entry: Student can choose

Optional:

Maple Repository: Maple Repository

Plotting Code:

Custom Previewing Code:

Cancel OK

Click on Response Area and

1. Select Maple-graded
2. Set answer to  $a$
3. Click OK

## Preview




Save & Close

Save

Preview

Cancel

What is the slope of this graph?

Grade

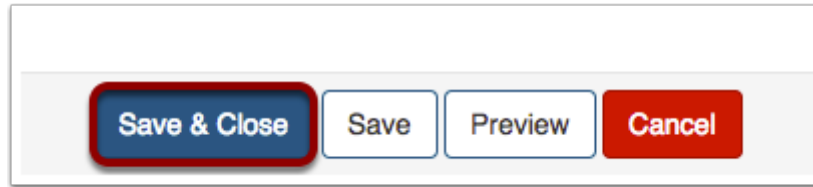
How did I do?

Refresh

Close

Click on Preview to see what your question looks like. When your done click on Close.

## Save & Close



Click on Save & Close to finalize your question.