



Blueprinting and Sharing with Canvas

As part of your districts existing Assignment Sync and Grade Passback integration with McGraw Hill and Canvas, McGraw Hill supports a number of ways of sharing assignments and resources between users within your district.

These abilities include:

- [Canvas Blueprinting](#) (Admin Only)
- [Canvas Commons](#)
- [User to User Sharing](#)

This document was last updated on 1/12/26. Be sure to view the most up-to-date version by checking our [DTS community help site page](#).

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Canvas Blueprinting (Admin Only)

Canvas Blueprinting is a specific functionality that allows a district administrator to create a customized lesson plan within Canvas that can be shared with their teachers. This enables an administrator to build and share assignments and resources with their teachers. This not only creates a unified course for all teachers to follow, but also enables teachers to readily begin teaching without needing to build their own course.

Note: Creating a Blueprinted course as an Administrator involves many of the same steps that teachers follow when managing their courses and assignments when using Assignment Sync and Grade Passback within Canvas. Links to these steps are included throughout this document.

Enable Blueprint Course Option

To successfully create, build, and share a Blueprinted course within Canvas using McGraw Hill materials, you first need to have completed and meet the following requirements:

Important Note: You will need to be licensed for the appropriate program within McGraw Hill to be able to create assignments and resources for those programs.

Requirements:

- Administrator access within Canvas
- Teacher specific access within McGraw Hill
 - Users can have both administrator and teacher roles enabled within the McGraw Hill platform.
 - Refer to the [Manage Roles for an Existing User](#) article for steps on managing user roles within the McGraw Hill platform. When creating teacher accounts, be sure to follow your district integration process.
- A license/class within the McGraw Hill platform for the program(s) you are creating a Blueprint course for.
- Successfully pair your Canvas course with your McGraw Hill class.
 - Refer to the [\(Quick Start\) Guide for ASGPB Canvas](#) article for steps on pairing your McGraw Hill classes with your Canvas courses.

Once these requirements have been met, you can begin creating a Blueprinted course!

1. Sign into Canvas as an administrator.

2. Navigate to **Course Settings**.
3. Click on the **Course Details** tab.
4. Check the box next to **Enable course as a Blueprint Course**.

All other settings are optional and can be configured based on your needs.

5. Click the **Update Course Details** button at the bottom of the page.

The screenshot shows the 'Course Details' form. At the top, there are tabs: 'Course Details', 'Sections', 'Navigation', 'Apps', 'Feature Options', and 'Integrations'. The 'Course Details' tab is selected. Below the tabs, there is a section for 'Image' with a 'Choose Image' button. The 'Name' field contains 'BP Test Course (Reveal)' and the 'Course Code' field contains 'BP'. A red circle with the number 4 highlights the 'Enable course as a Blueprint Course' checkbox, which is checked. Below this, there is a section for 'General Locked Objects' with a description: 'Define general settings for locked objects in this course. Locked objects cannot be edited in associated courses.' There are four checkboxes: 'Content', 'Points', 'Due Dates', and 'Availability Dates'. The 'Points' checkbox is checked. At the bottom, there is a radio button for 'Locked Objects by Type'.

You should now be able to see the Blueprint icon  at the top-right of your screen. You may need to first navigate to your **Modules** page.

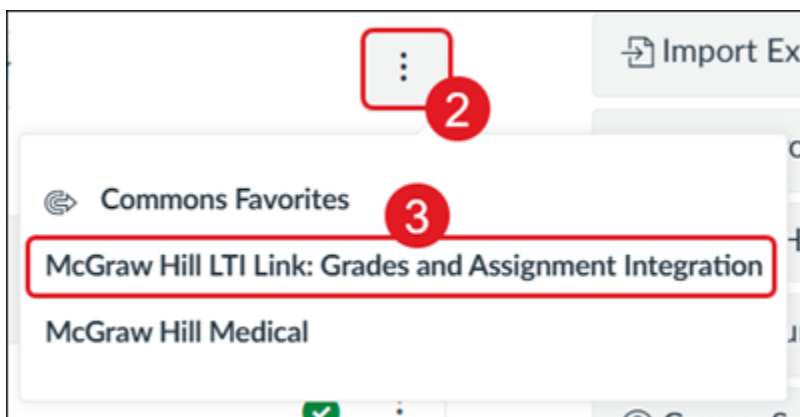
Once the Blueprint course option has been enabled, you can start building your course. This can include any resources you would like to add and do not have to be McGraw Hill specific. Keep in mind, this document only focuses on adding McGraw Hill resources and assignments.

Build Blueprint Course

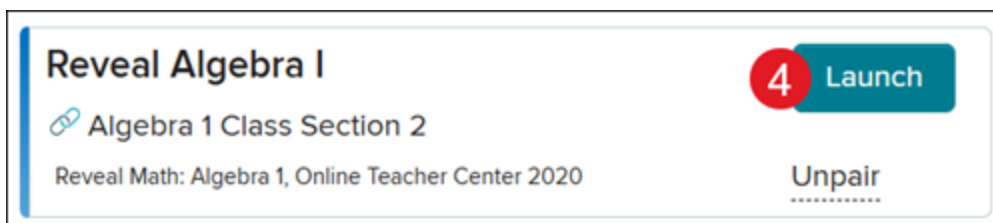
Once the Blueprint course option has been enabled, you can start building your course. This can include any resources you would like to add and do not have to be McGraw Hill specific. Keep in mind, this document only focuses on adding McGraw Hill resources and assignments.

1. From your Canvas **Dashboard**, click on the course tile.
2. Click on the kebob button either at the top-right of the page or on an existing module within the course.
3. Click **McGraw Hill LTI Link: Grades and Assignment Integration** from the menu.

Note: The way you navigate here will dictate where the assignments/resources are synced. If you use the menu within an existing module, anything you sync will be placed within that module. If you use the menu at the top-right of the course page, a new module will be created with the title “New Content from App.”



4. Click **Launch** for the class.



5. For supported **Open Learning** programs, click to **Add Pre-Built Assignments** or **Create Custom Assignments**.

The Pre-Built Assignments option also allows you to deep-link specific assets and resources without making them into assignments.

For in-depth steps on creating assignments and deep-linking assets, refer to the [Assignment Sync and Grade Passback with Canvas](#) article.

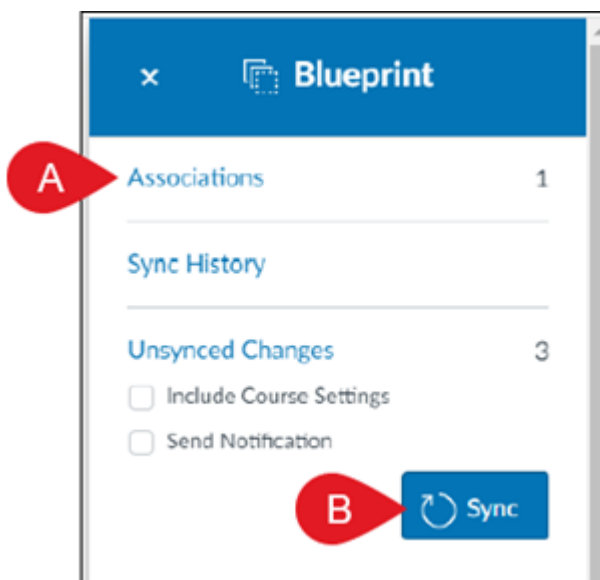
For **StudySync** assignments, refer to the [StudySync Assignment Sync and Grade Passback with Canvas](#) article. StudySync does not support deep-linking.

Note: The start and end dates you set for assignments will be shared with teachers. Teachers can then change these dates or use the dates populated by the administrator.

Once you have built the desired resources and assignments, you can share the course with teachers.

A. Ensure you have associated all of the desired courses first, using the **Associations** link within the Blueprint menu.

B. Click the **Sync** button to push the course out to teachers.



Refer to the [Accessing Shared Content](#) section for details as to how teachers can use the materials that have been shared with them via Blueprinting.

Canvas Commons

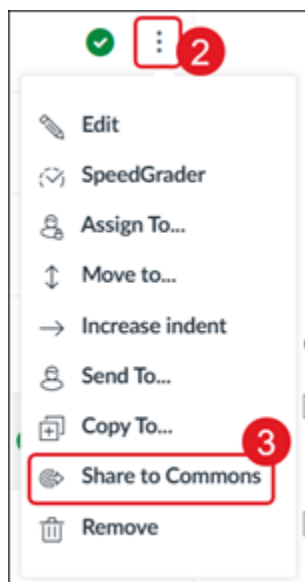
Canvas Commons acts as a repository for resources that any user can access and import into their courses. It's a great way for teachers to share a customized assignment with the entire district instead of having to send it to each individual user separately.

Note: Creating resources to import into Canvas Commons requires many steps that teachers follow when using the McGraw Hill Assignment Sync and Grade Passback integration with Canvas, which are not included in this document. For in-depth steps on creating assignments and deep-linking assets, refer to the [Assignment Sync and Grade Passback with Canvas](#) article.

Sharing to Canvas Commons

Note: These resources and assignments are copyrighted materials and cannot be accessed by a user that does not have the proper license for the program.

1. Populate all assignments, assessments, and/or resources into your Canvas course by following the [Assignment Sync and Grade Passback with Canvas](#) article steps.
2. Click the kebob menu next to the module, course, or resource you would like to share.
3. Click **Share to Commons** from the menu.

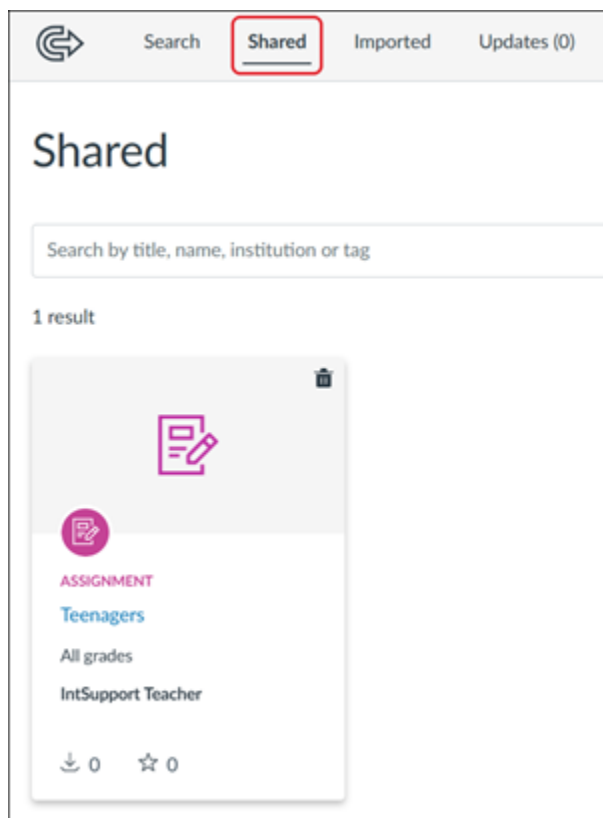


4. Select the **Who can use this resource** and **License** options. Enter a **Title** and **Description**. All other selections are optional.

It is recommended to fill in a **Title**, **Description**, and any relevant **Tags** for the resources so they can be easily found and recognized within Canvas Commons.

5. Click **Share** at the bottom of the page.

Any modules, courses, and/or resources shared within Canvas Commons can be located on the **Shared** tab.



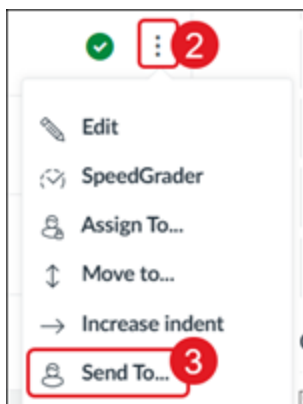
Refer to the [Accessing Shared Content](#) section for details as to how teachers can import and use the shared resources from within Canvas Commons.

User to User Sharing

User to User sharing is a function within Canvas that allows teachers to share an assignment or resource with other teachers. It's a great way for teachers to share a customized assignment with another user.

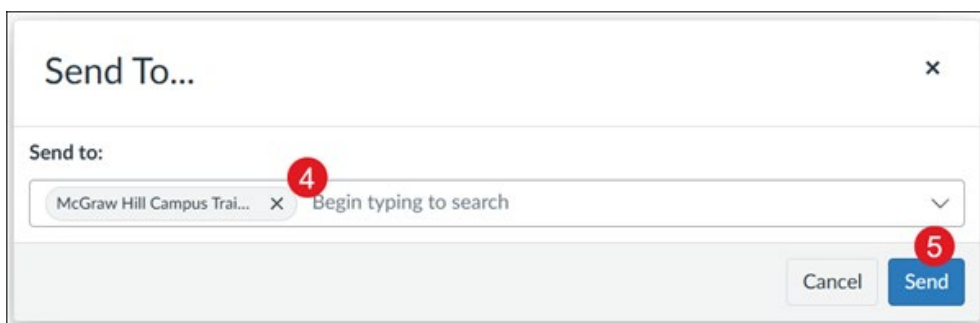
Note: Creating resources to share with others requires many steps that teachers follow when using the McGraw Hill Assignment Sync and Grade Passback integration with Canvas, which are not included in this document. For in-depth steps on creating assignments and deep-linking assets, refer to the [Assignment Sync and Grade Passback with Canvas](#) article.

1. Populate all assignments, assessments, and/or resources into your Canvas course by following the [Assignment Sync and Grade Passback with Canvas](#) article steps.
2. Click the kebob menu next to the module, course, or resource you would like to share.
3. Click **Send To** from the menu.



4. Enter the **Name** or **Email Address** of the user to share the resource with. Multiple users can be entered at one time.
5. Click **Send**.

Once the resource has been shared, that user will need to import the resources shared with them. These steps can be found in the next section.



Accessing Shared Content

This section reviews how teachers can successfully access/import McGraw Hill content and resources within their Canvas course after it has been shared with them via Blueprinting, Canvas Commons, or directly from another user.

Getting resources to successfully appear/import into the teacher's course differs between each sharing type. However, once the resources have been successfully imported/synced into the teacher's course – viewable on their Modules screen – all steps for accessing the content are the same.

Note: Any Blueprinted/shared assignments will be imported with the same start/end dates that the creator set. Teachers can use these default dates or change them manually within each assignment if preferred.

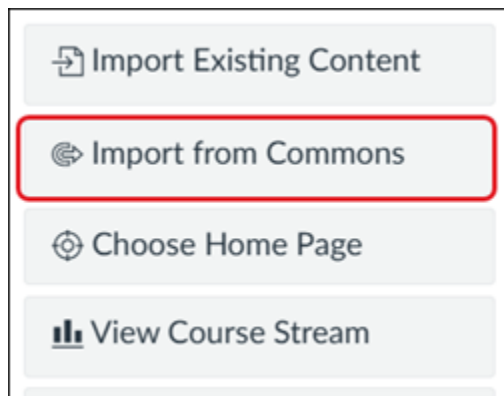
Blueprinted Content

No steps required to access these shared resources!

Blueprinted content will automatically appear within a teacher's course after the administrator has synced the Blueprinted course content. There are no special steps required by the teacher. Refer to the [Accessing Shared Content After Sync/Import](#) section for steps on accessing these shared materials.

Canvas Commons Content

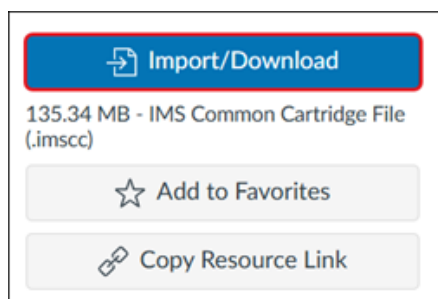
1. From the **Modules** page, click **Import from Commons** on the right-hand menu.



2. Use the **Search** and **Filter** options to locate the content that you want imported.

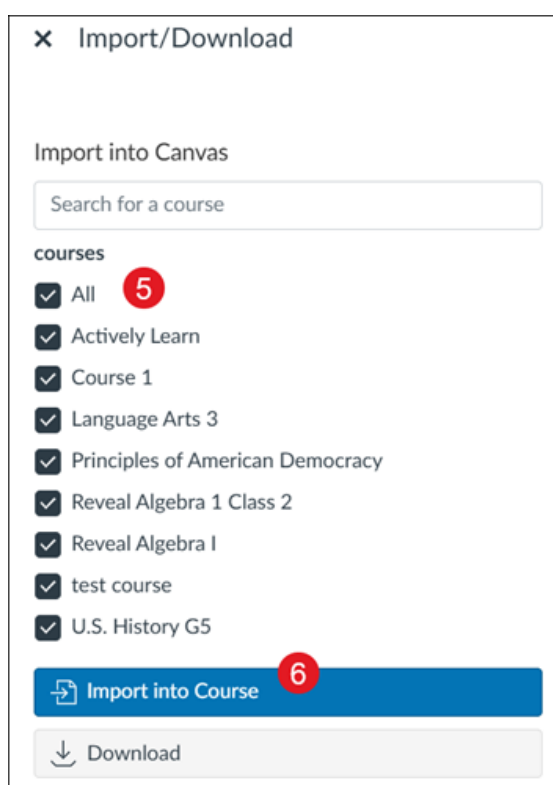
3. Click on the resource.

4. Click **Import/Download** on the right.



5. On the **Import/Download** panel, checkmark the courses you want the resources imported to.

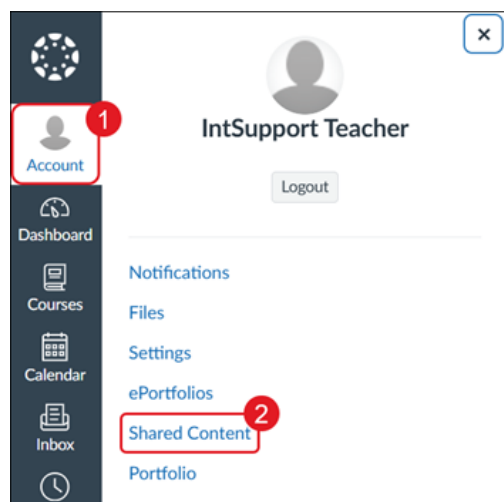
6. Click **Import into Course** at the button.



Note: It may take several minutes before the content is populated within your course.

User Shared Content

1. Click **Account** on the left-hand menu.
2. Click on **Shared Content** from the menu.



3. Next to each shared resource, click the kebob menu and choose **Import** from the menu.

Title	Type	From	Received	Actions
Roll of Thunder, Hear My Cry	Assignment	IntSupport Teacher	1/13/2026	⋮
A Long Walk to Water	Assignment	IntSupport Teacher	1/13/2	⋮

Preview
Import
Remove

4. On the Import panel, **Select a Course** to import the resource to. You can also **Select a Module** and **Place**, if preferred.
5. Click the **Import** button.

Import...

Select a Course 4

Language Arts 3

Select a Module (optional)

New Content From App

Place

At the Top

Cancel

Import 5

Accessing Shared Content After Sync/Import

Note: You MUST pair your McGraw Hill classes with your Canvas classes prior to attempting to launch any shared or blueprinted assignments and resources. If your class(es) are not paired, you will receive an L500 error message upon launch. For steps on pairing your McGraw Hill and Canvas courses, refer to the [\(Quick Start\) Guide for ASGPB Canvas](#) article.

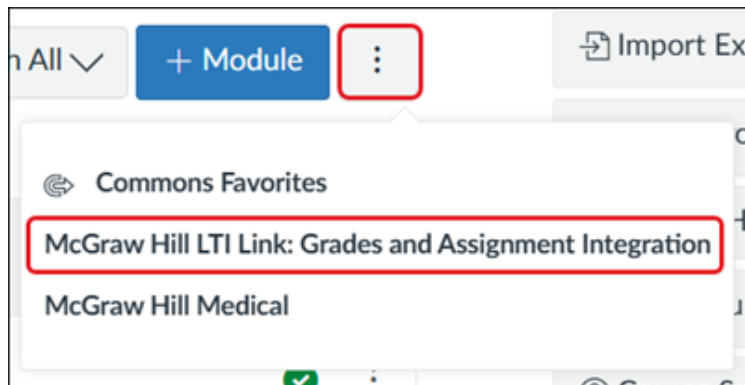
Once you have successfully imported/synced the necessary materials into your Canvas course, there are a few additional steps to take to be able to use and assign those resources that have been shared.

- For shared resources/assets (non-assignments), these are immediately accessible to be used by teachers and students.

For Assignments:

Option A: Launch the assignment as the teacher from within the Canvas course. This simply requires clicking the assignment name and waiting for it to launch. This will create the assignment on the McGraw Hill platform automatically. The process will be completed after a few minutes, once the assignment is launched into the teacher's view.

Option B: If there are multiple classes within the Canvas course and a Primary Section has been created, teachers can sync a list of assignments at once by launching the **McGraw Hill LTI Link: Grades and Assignment Integration** app within their course menu. Click the **Launch Primary Section** button.



Once the shared materials are within the teacher's Canvas course, the McGraw Hill app will automatically detect this and will display a new field on the class screen labeled **Blueprinted Course/Shared Materials**.

Click the **Sync Blueprinted/Shared Materials** button.

Blueprinted Course/Shared Materials

We have detected that you have Blueprinted or other shared materials from your district listed within your current Canvas Course. In order for these assignments and assets to function for both you and your students within Canvas, you will first need to sync the Blueprinted/shared materials with your McGraw Hill classes. Please click the button below to perform this step if you wish to utilize these materials.

[Sync Blueprinted/Shared Materials](#)