

**Teacher Connect Gradebook &
Google Classroom Integration
User Guide**
v. 10.2.0



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Summary

Linking Teacher Connect Gradebook to Google Classroom creates a one-way integration that pulls information from Google Classroom into Teacher Connect. Teachers control assignment selections and the flow of score information using the Link Assignments and Sync features.

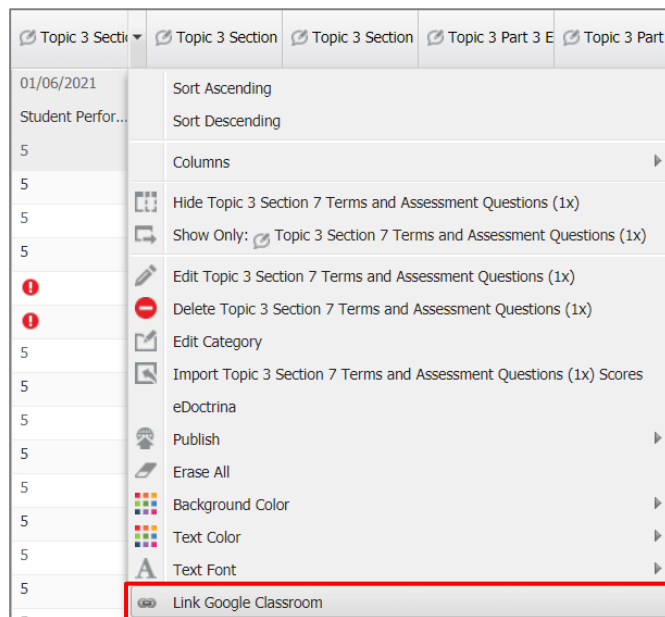
- **Link Existing Assignments** – Creates a link between an existing Teacher Connect Gradebook assignment and a Google Classroom assignment.
- **Import New Assignments** – Automatically creates a link by importing assignments from Google Classroom into Teacher Connect.
- **Sync Assignment Scores (Manual)** – Teachers run the sync process for each assignment in Teacher Connect that imports new or updated scores from Google Classroom.
- **Sync Assignment Scores (ZAP)** – Use Guru ZAPS to run the sync process for ALL linked assignments and import new or updated scores from Google Classroom.

Link Assignments

Link Existing Teacher Connect Assignments to Google Classroom Assignments

Teacher Connect > Gradebook: Assignment Dropdown Menu

Locate the existing assignment in Teacher Connect and select the drop down on the right-hand side of the assignment name. Then select the “Link Google Classroom” option from the available options.



Clicking the **Link Google Classroom** option opens the “**Link Assignment with Google Classroom**” window.

Important:

Teacher and Student email addresses **MUST match exactly** in Google Classroom AND the Student Information System.

Important:

Once Teacher Connect assignments are linked to Google Classroom assignments, **all assignment updates MUST be made in Google Classroom** and then synced to Teacher Connect.

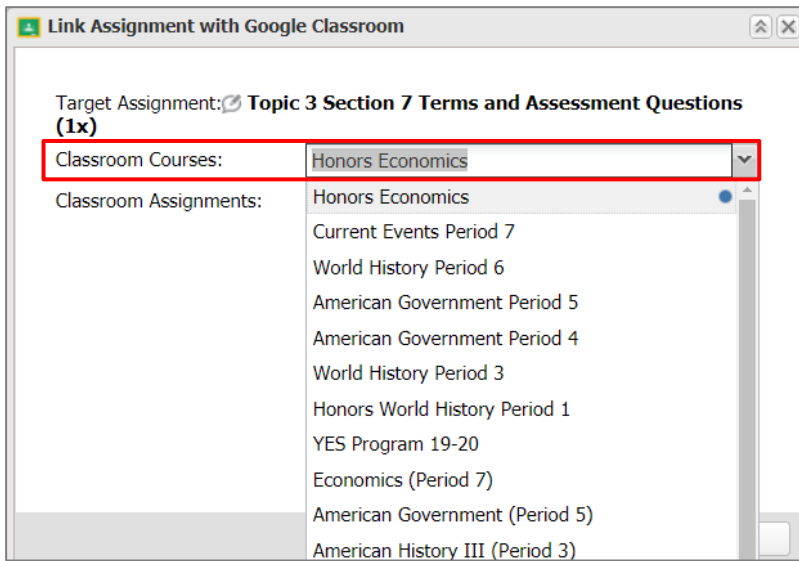
Note:

Once an assignment is linked with Google Classroom, the assignment score column will be “**Locked**” in Teacher Connect. This lock requires the sync process to update assignment scores.

Note:

A **Link and Unlink to Classroom** button also appears in the dropdown when adding new or editing existing assignments.

Select the **Google Classroom** course.



Link Assignment with Google Classroom

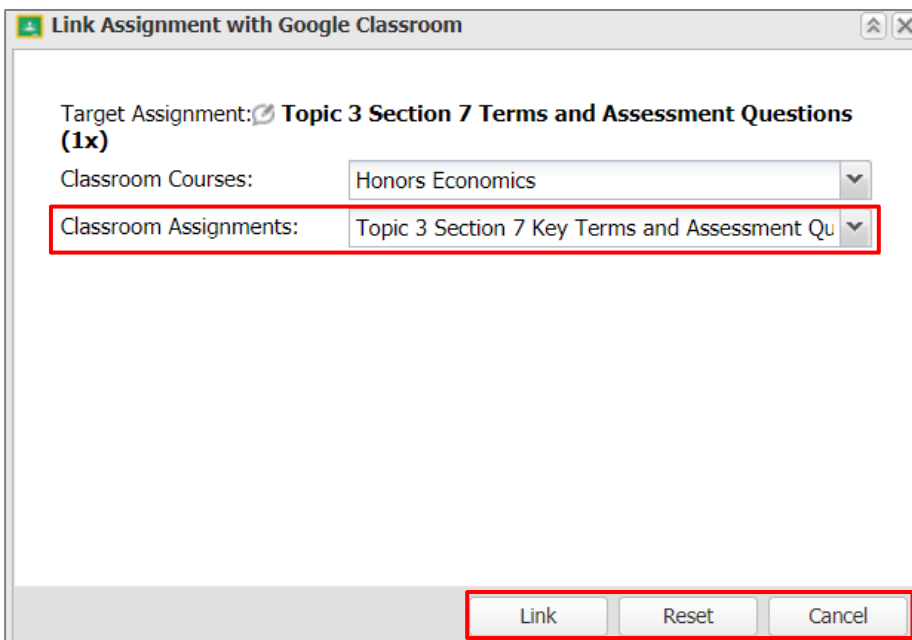
Target Assignment: Topic 3 Section 7 Terms and Assessment Questions (1x)

Classroom Courses: Honors Economics

Classroom Assignments:

- Honors Economics
- Current Events Period 7
- World History Period 6
- American Government Period 5
- American Government Period 4
- World History Period 3
- Honors World History Period 1
- YES Program 19-20
- Economics (Period 7)
- American Government (Period 5)
- American History III (Period 3)

Select the **Google Classroom** assignment that you would like to link to the **Target Assignment**.



Link Assignment with Google Classroom

Target Assignment: Topic 3 Section 7 Terms and Assessment Questions (1x)

Classroom Courses: Honors Economics

Classroom Assignments: Topic 3 Section 7 Key Terms and Assessment Qu

Link Reset Cancel

Note:

Target Assignment:
Teacher Connect
Gradebook Assignment
Name

Classroom Course:
Google Classroom Class

Classroom
Assignments:
Google Classroom
Assignments

Important:

Once Teacher Connect assignments are linked to Google Classroom assignments, **all assignment updates MUST be made in Google Classroom** and then synced to Teacher Connect.

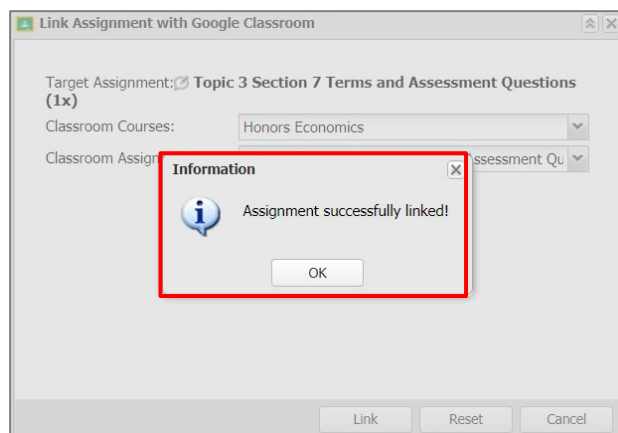
Note:

Link – Links Google Classroom & assignments to Teacher Connect.

Reset - clears Classroom Courses and Classroom Assignments selections and allows new selections to be made.

Cancel closes the window.

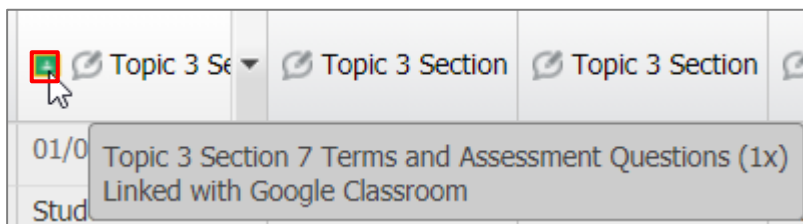
An information message displays when the link is complete.



Important:

Once Teacher Connect assignments are linked to Google Classroom assignments, **all assignment updates MUST be made in Google Classroom** and then synced to Teacher Connect.

A **Google Classroom Link Indicator** displays in Teacher Connect when assignments are linked to Google Classroom. Hovering the mouse over the indicator offers additional information.



Create New Assignments in Teacher Connect and link to Google Classroom Assignments

Click on the Add Assignment button in Teacher Connect and enter the assignment information. Click the “Link to Classroom” button to establish the link as outlined above.

Import Google Classroom Assignments

Teacher Connect > Gradebook: Setup

Use the Import Assignments button in the gradebook setup screen to import Google Classroom Assignments into Teacher Connect. The import process will automatically create a link to Google Classroom for the score sync process.

Gradebook - Honors Economics (2422) Section: 1 Period: PD 8 Room: 119 Teacher: Timothy Tobin

Classes: P: PD 8, Honors Economics (2422), S: 1,2, Days: M,T,W,R,F (1) MP: MP-2 (10/30/20 - 01/14/21)

Tools: Copy Assignments, Restore Assignments, Un-Link Template, Save As Template, Templates, **Import Assignments**, Back

Categories: Add Category

Name	Weight	Grading
Assessment	50	Averaging
Classwork	30	Averaging
Student Perfor...	20	Averaging

Assignments

Name	Max	Bonus	Multiplier	Due	Publish	Publish Date
Topic 3 Part 1 Exam	100	0	1	11/11/2020	Assignment and...	11/09/2020
Topic 3 Part 1 Quiz	30	0	1	11/06/2020	Assignment and...	11/09/2020
Topic 3 Part 2 Exam	66	0	1	12/04/2020	Assignment and...	11/30/2020
Topic 3 Part 2 Quiz	32	0	1	12/02/2020	Assignment and...	11/30/2020
Topic 3 Part 3 Exam	72	0	1	01/03/2021	Assignment and...	01/03/2021
Topic 3 Part 3 Quiz	14	0	1	12/22/2020	Assignment and...	01/03/2021

Other Measures

Select a Teacher Connect Gradebook category where the imported assignments will be stored. Then select a Google Classroom course from the Courses menu, select one or more assignments to import, and then click the import button.

Import Assignments from Google Classroom

Category: Assessment

Classroom Courses: Honors Economics

Classroom Assignments:

- Topic 8 Quiz
- Topic 8 Section 3 PowerPoint Presentation
- Topic 8 Section 3 Key Terms and Assessment Questions
- Topic 8 Section 2 PowerPoint Presentation

Import Reset Cancel

Important:

Once Teacher Connect assignments are linked to Google Classroom assignments, **all assignment updates MUST be made in Google Classroom** and then synced to Teacher Connect.

Note:

Import – Imports google classroom assignments into the Teacher Connect Gradebook.

Reset - clears Classroom Courses and Classroom Assignments selections and allows new selections to be made.

Cancel - closes the window

Fill in the **publish dates** for the imported assignment and then save the gradebook setup screen before returning to the gradebook

Important:

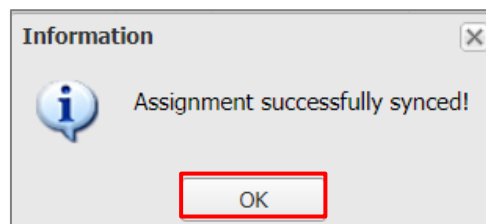
Once Teacher Connect assignments are linked to Google Classroom assignments, **all assignment updates MUST be made in Google Classroom** and then synced to Teacher Connect.

Sync Assignment Scores

Sync Google Classroom Assignment Scores to Teacher Connect Gradebook

Teacher Connect > Gradebook: Assignment Dropdown Menu

Use the **Sync Google Classroom** feature to **import** assignment scores from **Google Classroom** to the Teacher Connect Assignment. Select the drop down on the right-hand side of the assignment name. Then select the “Link Google Classroom” option from the available options.



Once the sync is complete an information message displays that the Sync was successful.

Student Email & Google Sync:

Students are matched between the two gradebooks based on the student email address. Avoid syncing issues by verifying that all student email addresses in Google Classroom exactly match the student email addresses in the SIS.

Important Reminder:

Assignment grades in Google Classroom that are in “Draft” state will **NOT** sync with Teacher Connect.

Automate Sync Process:

A nightly process called the Google Classroom Zap can be set up by your system administrator to automate the sync process. Check with your system administrator to see if a zap is available for syncing assignment scores.

Please note that assignment scores in Google Classroom that are in a “Draft” state will **NOT** sync with Teacher Connect.

Assigned		Zulu Student-QA	
		Missing (See history)	
✓	Alfa Student-QA	90 Draft	
✓	Beta Student-QA	85/100 Draft	⋮
✓	Charlie Student-QA	70 Draft	
✓	Delta Student-QA	100 Draft	
✓	Echo Student-QA	95 Draft	

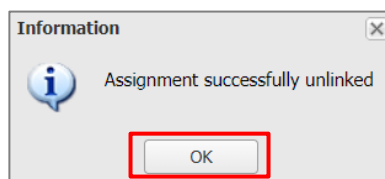
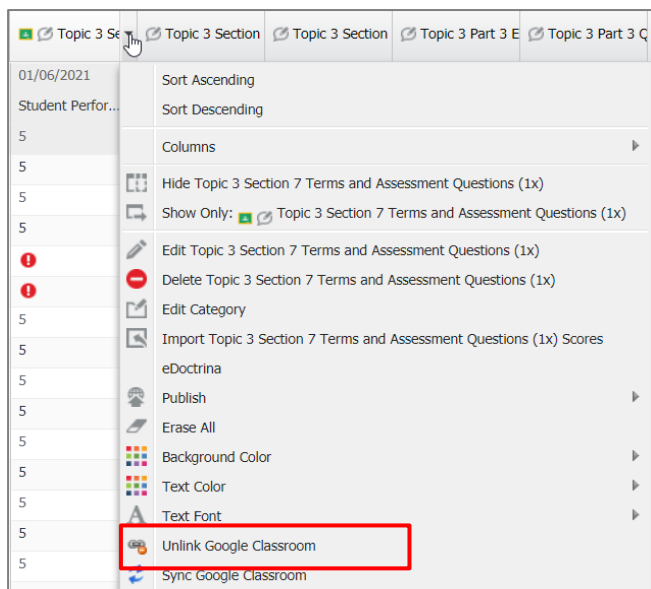
Unlink Assignments

Unlink Teacher Connect Assignments from Google Classroom Assignments

Teacher Connect > Gradebook: Assignment Dropdown Menu

When an assignment in Teacher Connect is unlinked from an assignment in Google Classroom, then grade entry is enabled in Teacher Connect, and the user can no longer sync grades with Google Classroom.

Locate the existing assignment in Teacher Connect and select the drop down on the right-hand side of the assignment name. Then select the “Unlink Google Classroom” option from the available options.








An information message displays that the unlink is successful.

Important:

Once an assignment is unlinked from Google Classroom, assignment scores will no longer sync from Classroom to Teacher Connect.

Note:

Unlink Google Classroom options are available in the edit screen of existing assignments, or by viewing the gradebook Setup screen and clicking the unlink icon.

Assigned		Zulu Student-QA	
		Missing (See history)	
✓	 Alfa Student-QA	90 Draft	
✓	 Beta Student-QA	85/100 Draft	⋮
✓	 Charlie Student-QA	70 Draft	
✓	 Delta Student-QA	100 Draft	
✓	 Echo Student-QA	95 Draft	

Google Classroom ZAP

A nightly process called “Google Classroom Zap” can be set up by your system administrator to automate the sync process. Student assignment scores that have been updated within a designated number of days will “automatically” sync overnight when the Zap runs. Your system administrator can control the number of days.

The Google Classroom Zap process will sync assignment scores when the following criteria are met:

- Assignment is linked to a Google Classroom assignment
- Google Classroom scores were modified within the window of days specified in the Zap settings
- Google Classroom assignment scores are **not in draft state**

Check with your system administrator to see if this process is set up on your system.