NCCERconnect Quick Start Guide

To help you use NCCERconnect, we've highlighted common implementation processes. Feel free to choose the right first step for your program.

Processes

Start - Create a course (required)

The system default is that all homework is available from the course start date to the course end date.

Use pre-built quizzes (optional)

Practice Module End Review Quizzes have been created for your use. These quizzes are not immediately available to the students. If you would like your students to complete these quizzes, you will need to “assign” them to make them available.

Use prerequisites for quizzes (optional)

You may require a pre-requisite for the practice Module End Review Quiz. Use this process to require that students complete the Concept Check homework assignment prior to taking the Module End Review Quiz.

Assign reading, but omit it from the gradebook (optional)

A link to the eText is included as part of the homework for every Module. The reading homework carries a value of 10 points and is a completion grade. By opening the assignment, the student receives full credit, regardless of time spent. If you’d like to allow for students to read the eText without counting it towards their grade, choose use this process to omit the reading assignment from the gradebook.
Start - Create a course

If you are teaching with a Learning Management System follow the LMS specific instructions for Blackboard, Canvas, Brightspace, or Moodle.

Steps

1. Sign in to your Pearson account at [ncerconnect.com](http://ncerconnect.com)
2. Select “Create/copy course” at the top right
3. Search “NCCER” from catalog
4. Select the Title
5. Select Student-use Course
6. Enter Title and course dates
7. Select Create Course

If your course material will be used in multiple sections consider creating an Instructor course as a template.

If this course will be copied by other instructors check “Instructors can copy this course”. You will still be able to copy your own courses if this is left unchecked.
Use pre-built quizzes

Be sure to create your course using the steps in Start - Create a course. Quizzes by default are not assigned to students.

Steps

- Select Instructor Tools
- Select Assignment Manager
- Select Change Dates & Assign Status

- Select the All Assignments filter
- Select Quizzes & Tests

- Check the box for all assignments at the top left
- Select the Assigned radio button at the top center
- Select Apply to Selected
- Select Update Changes Only at the top right or bottom left of page

Assign or unassign individual assignments from the Assignment Manager using the Select drop down menu for that assignment and selecting “Assign” or “Unassign”.

Pearson Support
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Use prerequisites for quizzes

Be sure to create your course using the steps in Start - Create a course and assign quizzes using the steps in Use pre-built quizzes.

Steps

- Select Instructor Tools
- Select Assignment Manager
- Select More Tools
- Select Set Prerequisites

- Select the All Assignments filter
- Select Quizzes & Tests

Use the left drop down menus to select prerequisite assignments for the quizzes listed on the left.

Select Update Prerequisites
Omit readings from the gradebook

Be sure to create your course using the steps in Start - Create a course.

Steps

1. Select Instructor Tools
2. Select Gradebook
3. Select Change Weights

4. Select the All Assignments filter
5. Select Homework

6. Check the Omit box across from Reading assignments.
7. Select Save when finished