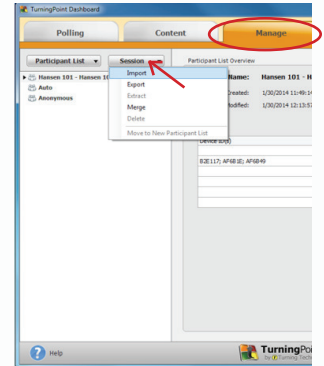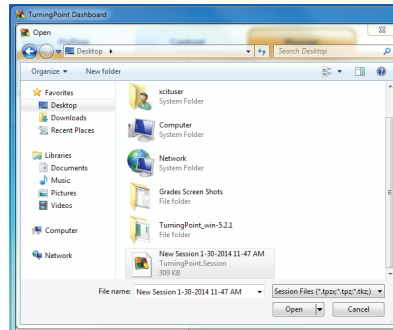# IMPORTING GRADES
FROM CLICKERS TO CANVAS

1. After completing a TurningPoint session, save the session file name as the title that you would like to appear in your Canvas gradebook.
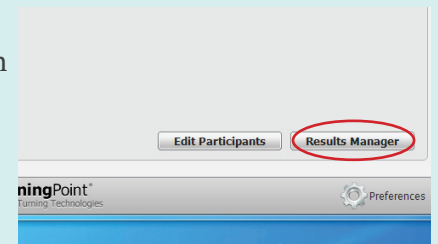
2. In the TurningPoint Dashboard window, click on the **Manage** tab. Make sure that the course you are importing grades to is selected in the left column, then select **Import** from the Session dropdown box.
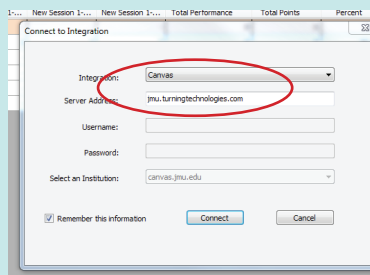

3. **Select the session** you would like to import from your files, then click **Open**.

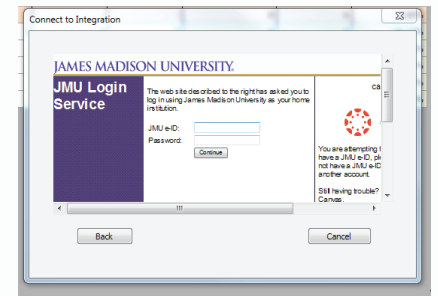**4.** Select the **Results Manager** button in the bottom right of the window.

5. Select the **Integrations icon**, then **verify that Canvas is selected** in the Integration drop down list of the new window.
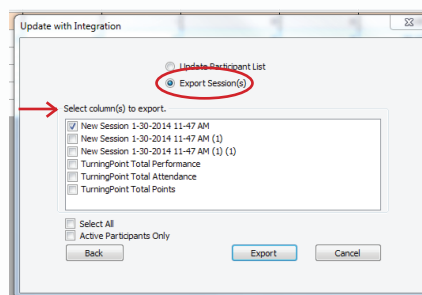
Enter **jmu.turningtechnologies.com** into the server address box, then click **Connect.**

6. A Canvas window should appear prompting you to **log in**. Enter your information, then click **Connect.**

7. In the box that appears, select **Export Session(s)** and **check ONLY the column(s) you want to export**. Then, click **Export.**

8. The TurningPoint file should be directly exported to your grades list in Canvas. To change the assignment name after exporting grades, simply navigate to the assignment settings and edit the name like usual.