Grade & Roster Sync Shortcut

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Student Response Systems
Learning Environments and Tools, Research Teaching & Learning
University of California, Berkeley
Grade & Roster Sync Shortcut

This document describes how to find shortcuts for
(1) syncing bCourses roster to iClicker, and
(2) sync polling data to bCourses Gradebook
For iClicker Cloud 6.0

It is required that you have an official class in bCourses and an
enterprise account in iClicker by logging in through our Berkeley
single sign on + CalNet 2-Factor Authentication.
Roster Sync
Upon successfully login, click on your Course, and click on **Settings**
Click on **Integrations** tab

**Sample Course Settings**

- **Course Details**
- **Devices**
- **Attendance**
- **Polling**
- **Quizzing**
- **Integrations**

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**Canvas Integration**

**You can:**

- Sync your roster to add students from Canvas to your iClicker course.
- Sync your grades to send scores from iClicker to your Canvas gradebook. (Choose how grades are sent.)

**Students must:**

- Use their institution email or Student ID for their iClicker accounts. (That's it!)

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You can also export grades as a .csv file from your Gradebook.
Click on Go to Canvas

ONE-TIME INITIAL SETUP
Click on **Authorize**
Click on the circle next to your course and click Next
Select the Section to sync with your course (this is usually your lecture class).
Click on **Sync Rostern Now** – this copies your roster from bCourses.

**NOTE:**
It is important that students login to [https://student.iclicker.com](https://student.iclicker.com) through the campus portal selecting *University of California Berkeley* and logging in with CalNet and Duo 2FA in order to sync with your class.
The **Sync Roster** shortcut can now be found under **People**.

**TIP:**
*Sync early and sync often* to make sure that any updates to your official class list is reflected as you conduct your polls.
When you click on the **Sync Roster** shortcut, a pop-up window will appear to indicate its status.
Once the sync is complete, the popup window may tell you of any action items needed to be taken by your students, and clicking on **View Details** allows you to send an email directly to the student to follow up with them.
Grade Sync
Navigate to your **Gradebook** and click on **Sync Grades**
Click on the checkbox of the activities that you wish to sync to bCourses, and click on **Sync**.
A pop-up window will open indicating the status of the sync.

Syncing with Canvas

Large courses can take a while to load based on your roster size and your connection speed.
You also have the option to send follow-up emails to students who need to take action on their accounts.

4 students successfully synced to your Canvas gradebook.

**Action may be needed:**

1 student from Canvas needs to enroll in your iClicker course.

1 student may need to update their iClicker profile.
Thank you!
For further information or inquiries please contact
studentresponse@berkeley.edu