



Adding Research Guides and Databases to Canvas Modules using the External Tool option

This guide will walk you through adding a Research Guide or Database as a Canvas module item using the **External Tool** option.

This option is useful when you want to add a Published or Private Research Guide, when you only want to add a portion of the Research Guide, or if you want to add a Database to your Canvas course.

Have a resource that is not a Research Guide or Database that you want added to Canvas?
Review our guide about using the [External URL](#) option instead.

Want to add a resource to Canvas using the Page option instead of as a Module? Review our guide about [E-Resources](#) instead.

This guide begins with how to access Canvas and add a Module item. If you don't need these instructions, you can skip to the [Adding the Resource](#) section.

Accessing Canvas

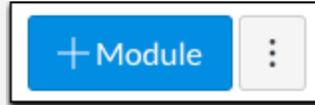
1. Begin by accessing your Canvas course at online.utk.edu.
2. Select **Log into Online@UT (Canvas)**, then sign in with your NetID and password.
3. Navigate to the Canvas course in which you would like to share a Research Guide/Database.

Adding a Module Item

1. Select the Modules tab and decide which module you would like to add the guide.
2. Click the **Plus Sign** in the grey module header bar.

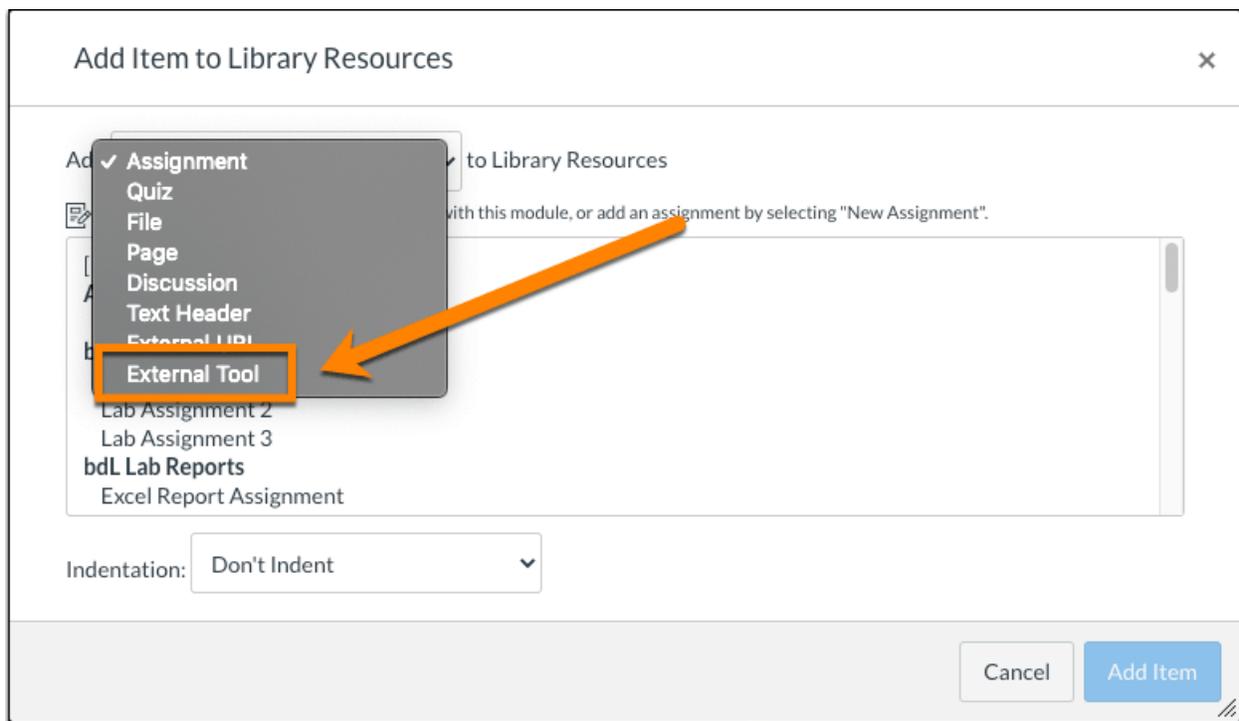


You could also create a module specifically for the Research Guide/Database by selecting the blue **+ Module** button at the top of the modules page.



Adding the Resource using External Tool

After you have selected the option to add a Module item, the **Add Item** pop-up window will be open. Using the drop-down list, select **External Tool** to add the library resource to your module.



Step 1: Selecting Library Content and Choosing Resource

1. After selecting **External Tool** from the **Add Item** pop-up window, a new list will appear in the window. Scroll down and select **Library Content (UT Libraries)** from the list. (Note: List items will appear in alphabetical order.)

Add Item to Library Resources

Add to Library Resources

Select a tool from the list below, or enter a URL for an external tool you already know is configured with Basic LTI to add a link to it to this module.

- Library Content (UT Libraries)**

Add content from the University Libraries, such as research guides and databases, into your Canvas course.
- LinkedIn Learning**

LinkedIn Learning for LTI 1.3
- Macmillan Learning**
- Materia**

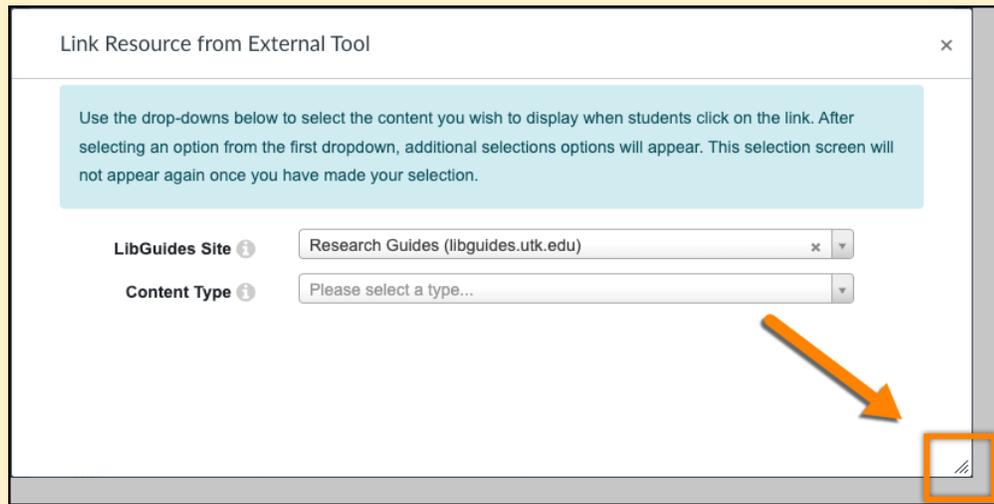
Add a Materia Widget as an assignment
- MATLAB Coding Problem**
- McGraw Hill Campus**

Provides access to McGraw Hill's interactive resources tied to course content and textbooks. This app auto-logs users into MH-

URL:

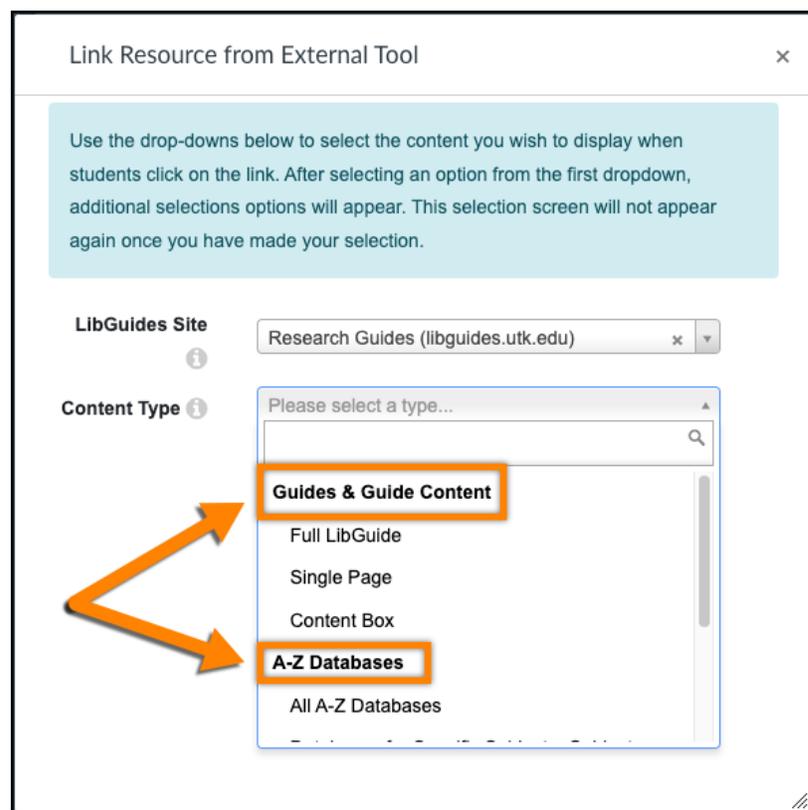
2. A new pop-up window will appear titled **Link Resource from External Tool**. (Note: You may have to select **OK** at the bottom of the window to get rid of the cookie notification.)
 - a. In your browser, Third-party cookies must be enabled in order to use the LTI. For more information, please reference the OIT Knowledge Base site [Canvas: Allowing Third-Party Cookies](#).

Hint: The LibApps pop-up window is easier to read when enlarged. Grab the bottom right corner of the window and drag it down to expand.



3. Leave the **LibGuides Site** option set to **Research Guides (libguides.utk.edu)**.

4. Click the **Content Type** search bar and select an option from one of the two headings: **Guides & Guide Content** or **A-Z Databases**. (Each option is broken down in the sections below.)



Step 2: Choosing Content Type

You are given multiple Content Type options that are categorized under two headings: **Guides & Guide Content** (Research Guides) or **A-Z Databases**. Each of these options, and the choices available for each, are described below.

If you already know what type of content you want to add, you can skip to that section using the links below.

[Research Guides](#)

[Full LibGuide](#)

[Single Page](#)

[Content Box](#)

[Databases](#)

[All A-Z Databases](#)

[Databases for Specific Subject + Subject Specialists](#)

[Databases for Specific Subject \(list only\)](#)

[Specific A-Z Database](#)

[New/Trial Databases](#)

Guides & Guide Content

This option will allow you to add Research Guides or portions of content from the guides.

*If you are currently logged into LibApps, your **Published** and **Private** guides will appear first in the list. If you are not logged in, **Published** guides will be listed in alphanumerical order.

Full LibGuide

recommended option Use this option if you want to include a Research Guide in your Canvas course.

The screenshot shows a 'Link Resource from External Tool' dialog box. It contains four dropdown menus and one button. The first dropdown is 'LibGuides Site' with the value 'Research Guides (libguides.utk.edu)'. The second dropdown is 'Content Type' with the value 'Full LibGuide'. The third dropdown is 'Guide' with the value 'General Search Tips & Strategies'. The fourth dropdown is 'Guide Page' with the value 'Please select an optional landing page...'. Below these is a blue 'Embed Content' button. Callout boxes are present: '1' points to the 'Guide' dropdown, '1a' points to the 'Guide Page' dropdown, and '2' points to the 'Embed Content' button.

1. Select a Research Guide from the list.
 - a. Specifying a page within the guide is an option, but not required. If you choose a guide page, the link will open on that page but the user can still navigate to other pages within the guide.
2. Select Embed Content. (**Embed Content button will not be available until after a guide is selected.**)

[Skip to Step 3: Finalizing Add Resource to Module.](#)

Single Page

Use this option if you want to direct your students to a specific page within a Research Guide. (Note: The user will be able to navigate through the page you select; however, the option to navigate to other pages within the guide will be removed.)

Link Resource from External Tool

LibGuides Site *i* Research Guides (libguides.utk.edu) x ▾

Content Type *i* Single Page x ▾

1 Guide *i* General Search Tips & Strategies x ▾

2 Guide Page *i* Strategies x ▾

3 Embed Content

1. Select a Research Guide from the list.
2. Select a Guide Page within the guide from the list.
3. Select Embed Content. (**Embed Content button will not be available until after a guide page is selected.**)

[Skip to Step 3: Finalizing Add Resource to Module.](#)

Content Box

Use this option if you only want to highlight a specific portion of a guide. (For instance, there's a Research Guide with a content box containing a list of recommended readings you'd like to include in your Canvas course.)

The screenshot shows a dialog box titled "Link Resource from External Tool". It contains the following elements:

- LibGuides Site:** A dropdown menu with "Research Guides (libguides.utk.edu)" selected.
- Content Type:** A dropdown menu with "Content Box" selected. This field is highlighted with an orange border.
- Guide:** A dropdown menu with "General Search Tips & Strategies" selected.
- Guide Page:** A dropdown menu with "Strategies" selected.
- Box:** A dropdown menu with "general strategies" selected.
- Display box without header and border:** An unchecked checkbox.
- Embed Content:** A blue button.

Five numbered callouts are present:

1. Points to the "Content Type" dropdown.
2. Points to the "Guide" dropdown.
3. Points to the "Box" dropdown.
4. Points to the "Display box without header and border." checkbox.
5. Points to the "Embed Content" button.

1. Select a Research Guide from the list.
2. Select a Guide Page within the guide from the list.
3. Select a Box within the guide's page from the list.
4. You may choose to check the option marked "Display box without header and border." or leave it unchecked to display the box as seen on the Research Guide.
5. Select Embed Content. (**Embed Content button will not be available until after a content box is selected.**)

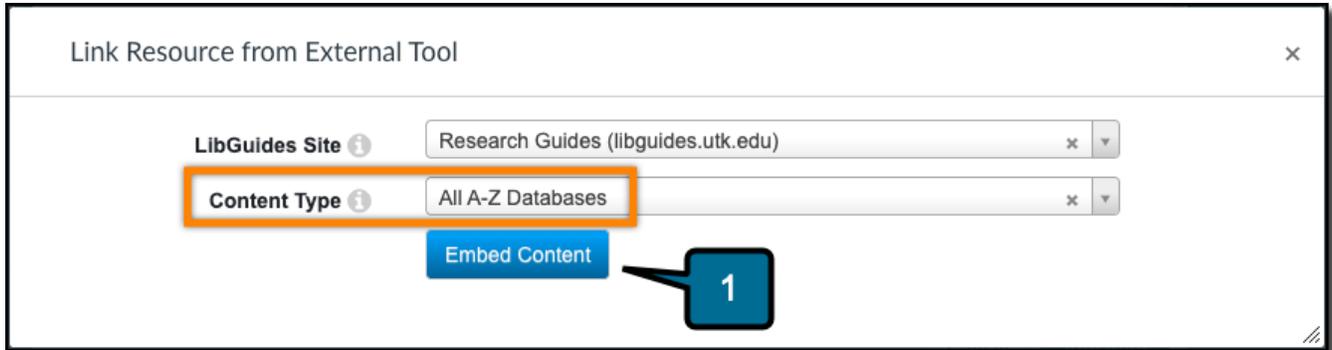
[Skip to Step 3: Finalizing Add Resource to Module.](#)

A-Z Databases

This feature is useful because it guarantees the student will access the database via UT Libraries rather than externally, which may limit students' access or ask for payment to access.

All A-Z Databases

This option will insert the UT Libraries A-Z Database site, which offers links to all of the Databases the library subscribes to. The list is searchable by database name. It is also filterable by alphanumeric order, subject, type, and vendor.



Link Resource from External Tool

LibGuides Site *i* Research Guides (libguides.utk.edu) x ▾

Content Type *i* All A-Z Databases x ▾

Embed Content 1

1. Select Embed Content.

[Skip to Step 3: Finalizing Add Resource to Module.](#)

Databases for Specific Subject + Subject Specialists

This option will insert the A-Z Database site onto your Canvas course, but it will be autofiltered by the subject you select and will display Subject Librarians associated with that subject.

Link Resource from External Tool

LibGuides Site *i* Research Guides (libguides.utk.edu) x ▾

Content Type *i* Databases for Specific Subject + Subject Specialists x ▾

1 Subject *i* Theatre x ▾

Embed Content 2

1. Select a Subject from the list.
2. Select Embed Content. (**Embed Content button will not be available until after a subject is selected.**)

[Skip to Step 3: Finalizing Add Resource to Module.](#)

Databases for Specific Subject (list only)

This option is similar to Databases for Specific Subject + Subject Specialist, but it only displays the filtered, subject-specific databases without other information (such as the associated Subject Librarians). (Note: Students will not be able to filter the database by other subjects in this option.)

Link Resource from External Tool

LibGuides Site *i* Research Guides (libguides.utk.edu) x ▾

Content Type *i* Databases for Specific Subject (list only) x ▾

Subject *i* Art x ▾

1

Embed Content

2

1. Select a Subject from the list.
2. Select Embed Content. (**Embed Content button will not be available until after a subject is selected.**)

[Skip to Step 3: Finalizing Add Resource to Module.](#)

Specific A-Z Database

This option allows you to insert the A-Z Database site onto your Canvas course with a specific database selected. (Note: Students will not be able access other databases in this option.)

Link Resource from External Tool

LibGuides Site ⓘ Research Guides (libguides.utk.edu) x ▾

Content Type ⓘ Specific A-Z Database x ▾

Database ⓘ Academic Search Complete x ▾

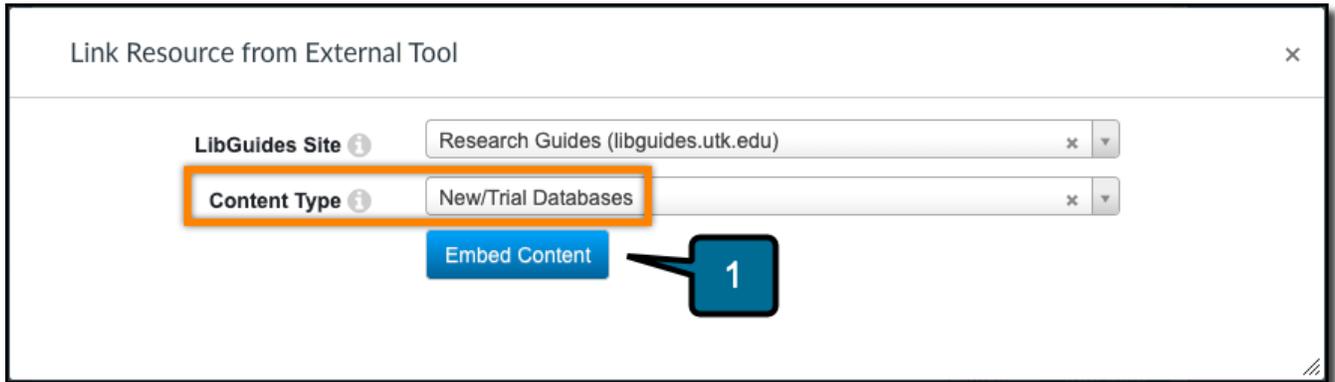
1 Embed Content 2

1. Select a Database from the list.
2. Select Embed Content. (**Embed Content button will not be available until after a database is selected.**)

[Skip to Step 3: Finalizing Add Resource to Module.](#)

New/Trial Databases

This option allows you to add a list of databases that are new or are accessible on a trial basis.



1. Select Embed Content.

[Skip to Step 3: Finalizing Add Resource to Module.](#)

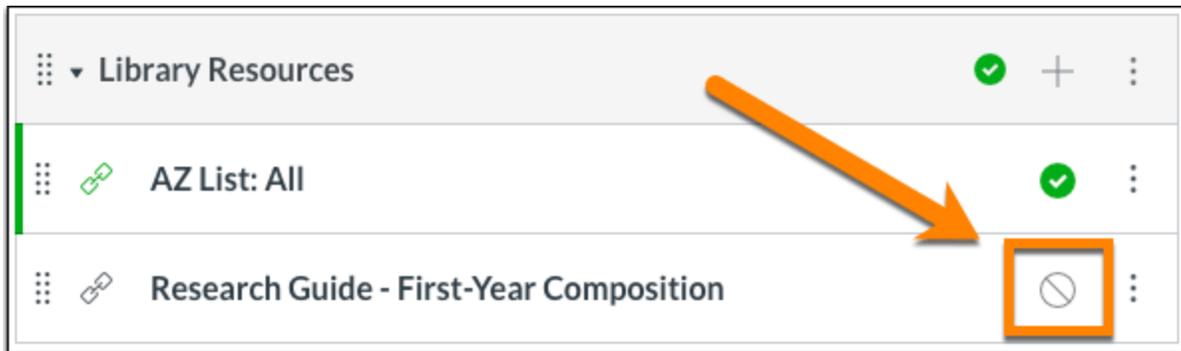
Step 3: Finalizing Add Resource to Module

After selecting **Guides & Guide Content** or **A-Z Databases** options and clicking **Embed Content**, you will be taken back to the **Add Item** pop-up window. Here you are presented with a few options before adding the resource.

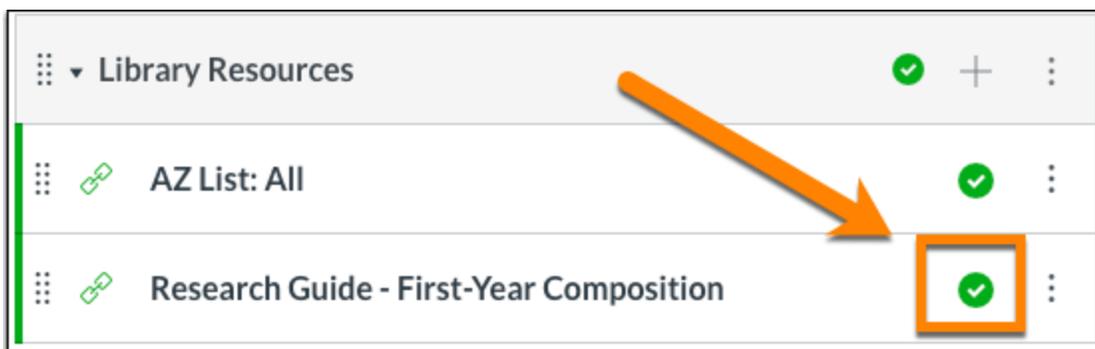
1. **URL** - This text box should be auto-filled based on your selections. **Do not alter this address.** Altering the address after making content selections will cause an error with the module link.
2. **Page Name** - This text box is auto-filled based on your selections. You may want to adjust the information slightly to provide more information relevant to your Canvas course.
3. **Load in new tab** - Choose whether or not you want the Research Guide/Database to open in a new tab. (Note: We recommend leaving this box unchecked so that students don't have to navigate away from Canvas.)
4. **Indentation** - Choose whether or not you want the resource indented in the module.
5. Select **Add Item**.

Step 4: Publish Resource

1. The Research Guide or Database has been added to your module, but it is not yet published or available to students. This is indicated by the fact that it is grey instead of green and by the unpublished icon.



2. To publish the item, click the unpublished icon. (Note: The module must also be published in order for students to access the resource.)



Troubleshooting & Known Issues

Canvas Course-Related Concerns or Questions

Contact the **OIT HelpDesk**:

Call -- (865) 974-9900

Write -- <http://help.utk.edu/>

Chat -- <http://oit.utk.edu/help/chat/>

Visit -- [Services in the Commons](#)