



Integrating Research Guides and Databases into 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 don't know the Research Guide's web address, when you only want to add a portion of the Research Guide, or if you want to add a Database to your Canvas course.

Know the Research Guide or Database's URL? 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.

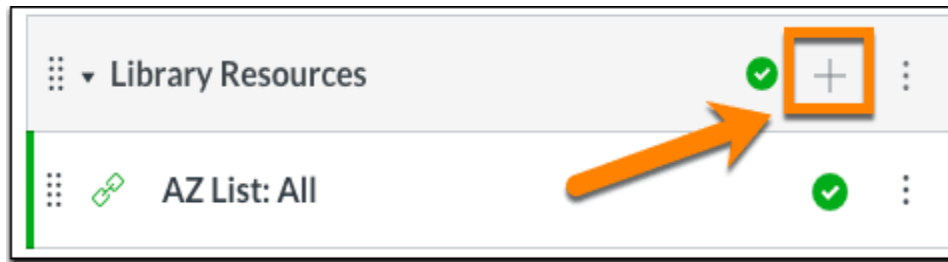
This guide begins with how to access Canvas and add a Module item. If you don't need these instructions, you can skip to the [Adding the Resource](#) section.

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.

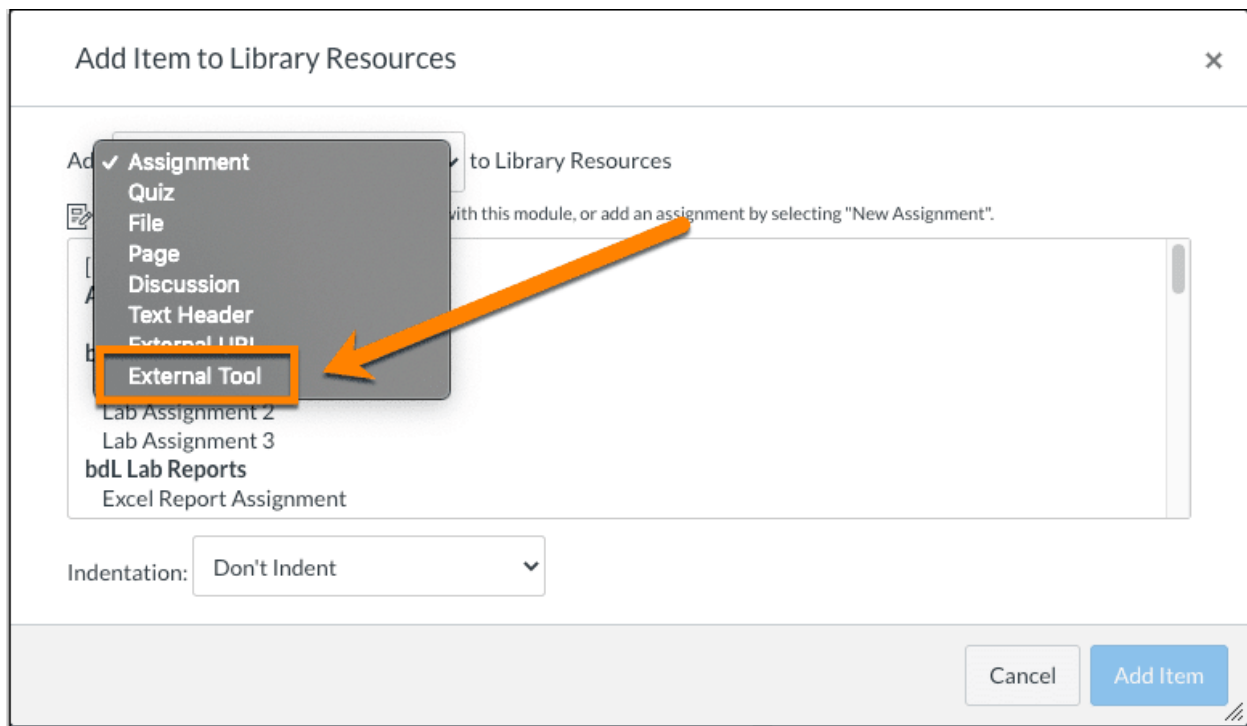


You could also create a module specifically for the Research Guide/Database by selecting the blue **+ Module** button at the top of the modules page.



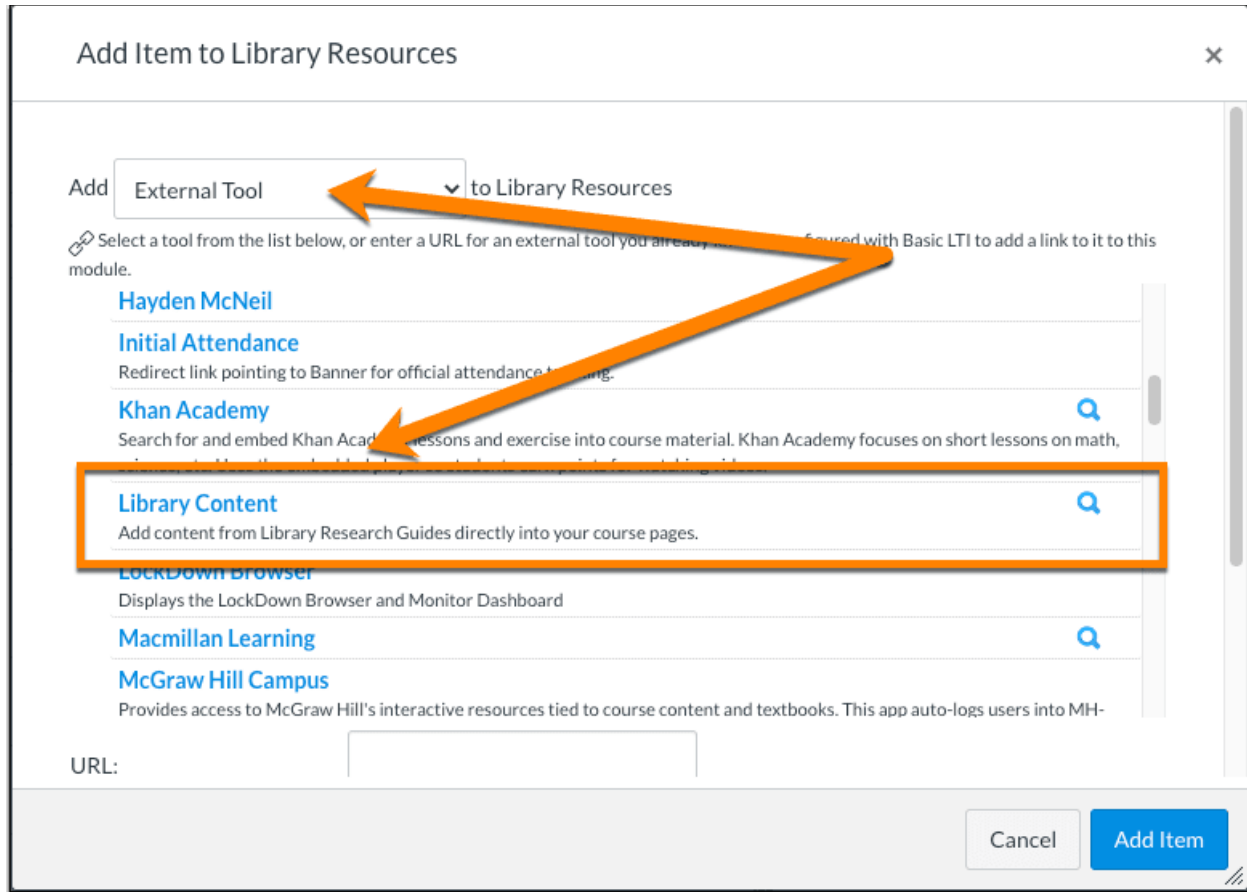
Adding the Resource using External Tool

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.



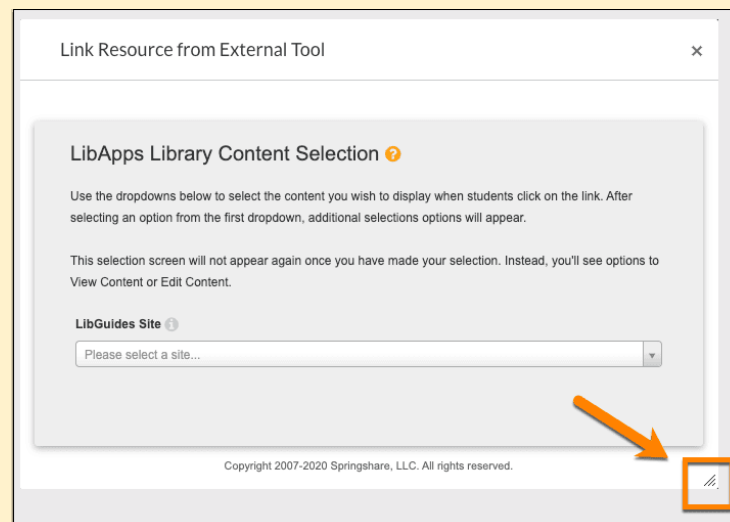
Step 1: Selecting Library Content and Choosing Resource

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** from the list. (Note: List items will appear in alphabetical order.)

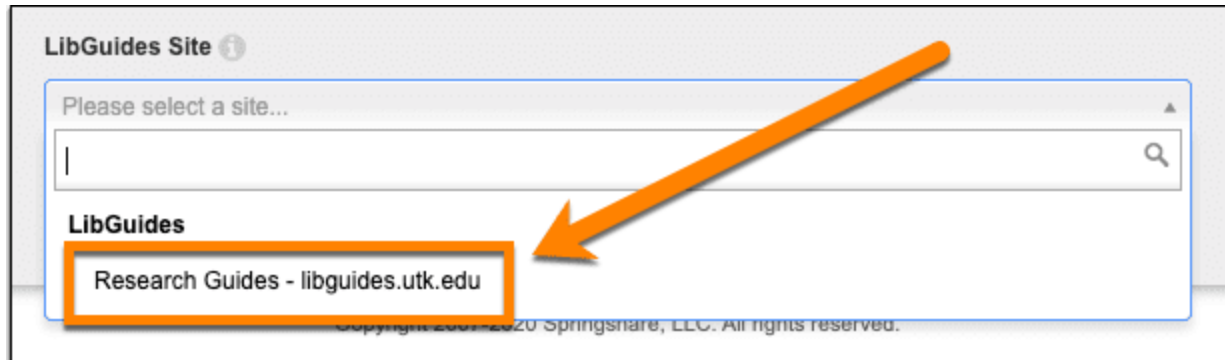


2. A new pop-up window will appear titled **LibApps Library Content Selection**. (Note: You may have to select **OK** at the bottom of the window to get rid of the cookie notification.)

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.



- Click the search bar under **LibGuides Sites** and select **Research Guides - libguides.utk.edu**.



- Click the search bar below Content Type 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.

Full LibGuide

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

The screenshot shows a form with the following fields and annotations:

- LibGuides Site**: Dropdown menu with "Research Guides - libguides.utk.edu" selected.
- Content Type**: Dropdown menu with "Full LibGuide" selected. This field is highlighted with an orange box and has a blue callout bubble labeled "1" pointing to it.
- Guide**: Dropdown menu with "First-Year Composition by Charissa Powell" selected. This field has a blue callout bubble labeled "1a" pointing to it.
- Guide Page**: Dropdown menu with "Please select an optional landing page..." selected.
- Embed Content**: A blue button with white text. A blue callout bubble labeled "2" points to this button.

1. Select a Research Guide from the list.
 - a. Specifying a page within the guide is an option, but not required.
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 full guide will still be displayed, but the landing page will be the page you select.)

The screenshot shows the LibGuides Site interface with the following elements:

- LibGuides Site:** Research Guides - libguides.utk.edu
- Content Type:** Single Page (highlighted with an orange box and labeled 1)
- Guide:** First-Year Composition by Charissa Powell (labeled 2)
- Guide Page:** Primary Sources (labeled 3)
- Embed Content:** Button (labeled 3)

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 the LibGuides interface with the following elements:

- LibGuides Site:** Research Guides - libguides.utk.edu
- Content Type:** Content Box (highlighted with an orange box and labeled 1)
- Guide:** First-Year Composition by Charissa Powell (labeled 2)
- Guide Page:** Primary Sources (labeled 3)
- Box:** Primary and Secondary Sources Tutorial (labeled 4)
- Display box without header and border. (labeled 5)
- Embed Content** button (labeled 5)

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.**)

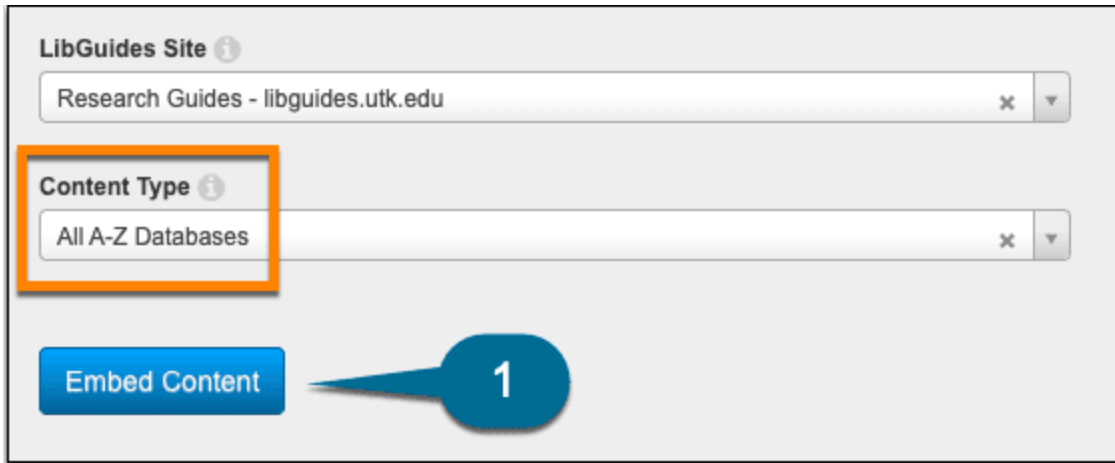
[Skip to Step 3: Finalizing Add Resource to Module.](#)

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.

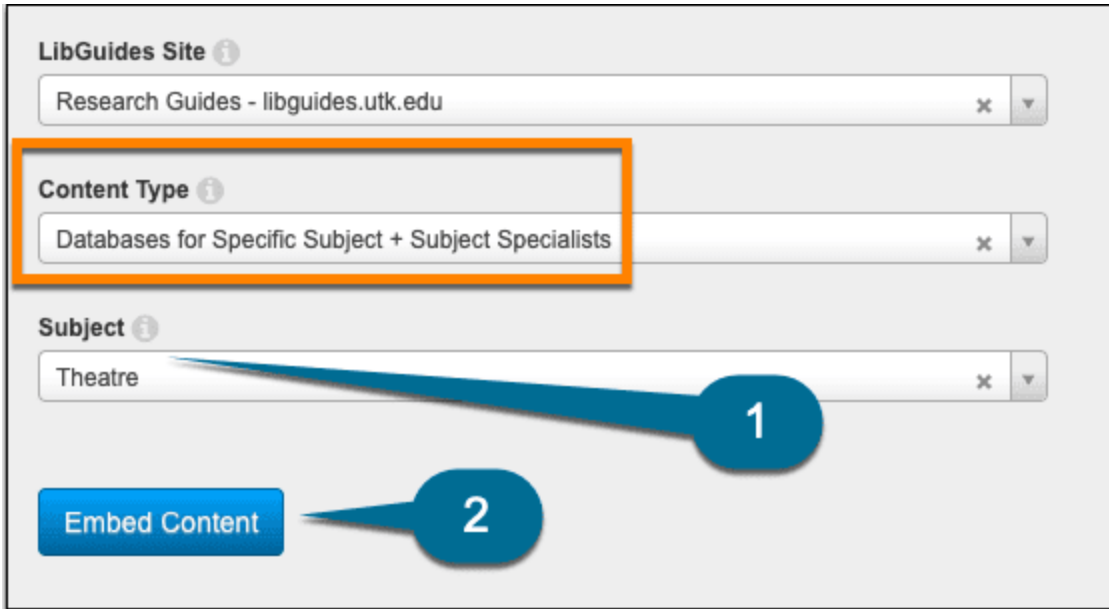


1. Select Embed Content.

[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.



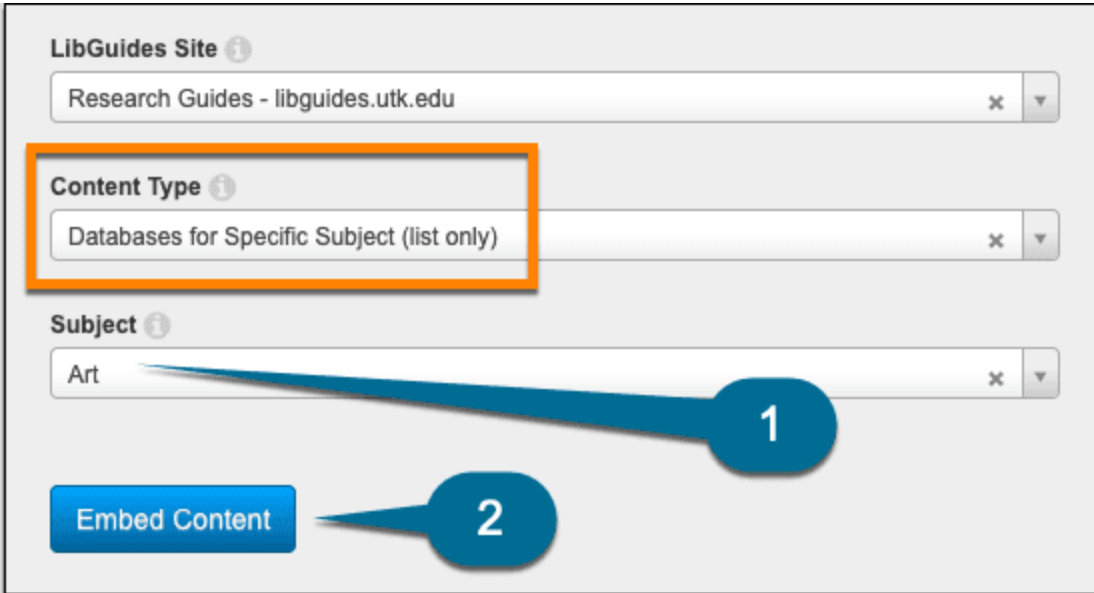
The screenshot shows a form with three dropdown menus and one button. The first dropdown is labeled 'LibGuides Site' and contains 'Research Guides - libguides.utk.edu'. The second dropdown is labeled 'Content Type' and contains 'Databases for Specific Subject + Subject Specialists'. The third dropdown is labeled 'Subject' and contains 'Theatre'. Below the dropdowns is a blue button labeled 'Embed Content'. A blue callout bubble with the number '1' points to the 'Subject' dropdown, and another blue callout bubble with the number '2' points to the 'Embed Content' button.

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.)



The screenshot shows the LibGuides Site interface. The 'LibGuides Site' dropdown is set to 'Research Guides - libguides.utk.edu'. The 'Content Type' dropdown is highlighted with an orange box and contains the text 'Databases for Specific Subject (list only)'. The 'Subject' dropdown is set to 'Art'. A blue callout bubble with the number '1' points to the 'Subject' dropdown. A blue callout bubble with the number '2' points to the 'Embed Content' button.

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.)

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

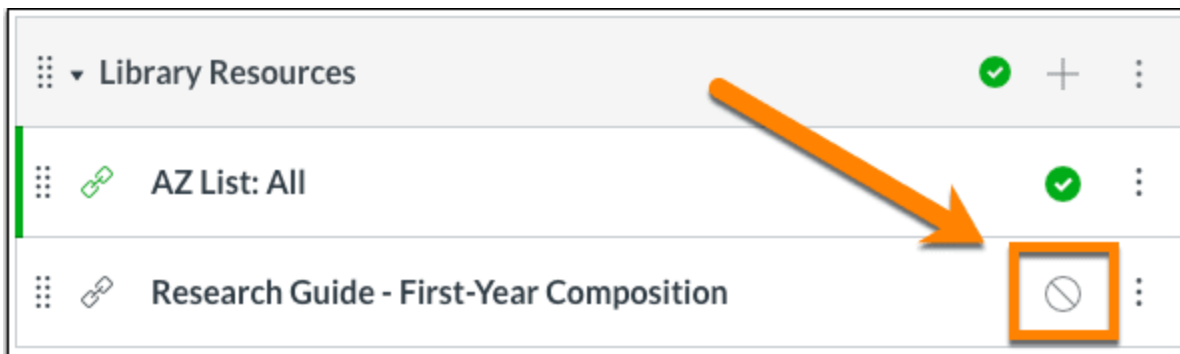
After selecting **Guides & Guide Content** or **A-Z Databases** options and clicking **Embed Content**, you will be taken back to the **Add Item** pop-up window. Here you are presented with a few options before adding the resource.

The screenshot shows the 'Add Item to Library Resources' dialog box. At the top, it says 'Add External Tool to Library Resources'. Below this, there is a search bar with 'Library Content' selected. The search results show 'Library Content' and 'LockDown Browser'. The 'URL' field is filled with 'https://utk.libapps.com/libapps/li'. The 'Page Name' field is filled with 'AZ List: Subject + S'. The 'Load in a new tab' checkbox is unchecked. The 'Indentation' dropdown is set to 'Don't Indent'. At the bottom right, there are 'Cancel' and 'Add Item' buttons. Five numbered callouts (1-5) point to the URL field, Page Name field, Load in a new tab checkbox, Indentation dropdown, and Add Item button respectively.

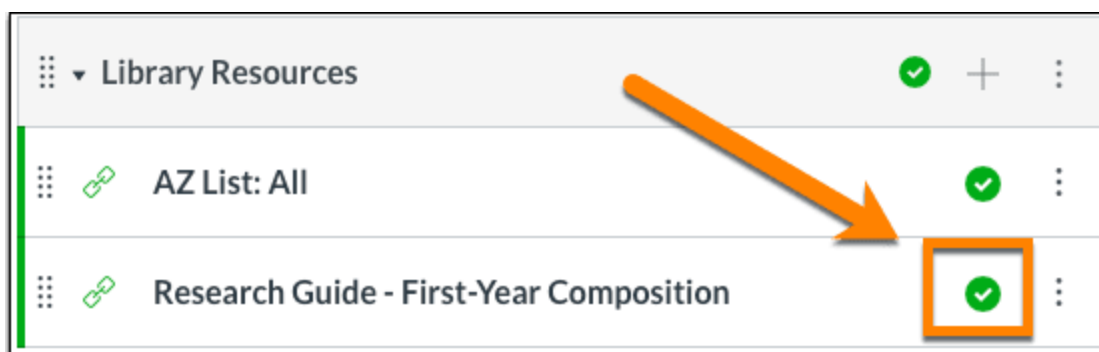
1. **URL** - This text box should be auto-filled based on your selections. **Do not alter this address.** Altering the address after making content selections will cause an error with the module link.
2. **Page Name** - This text box is auto-filled based on your selections. You may want to adjust the 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. However, Database pages will automatically open in a new page.)
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](#)