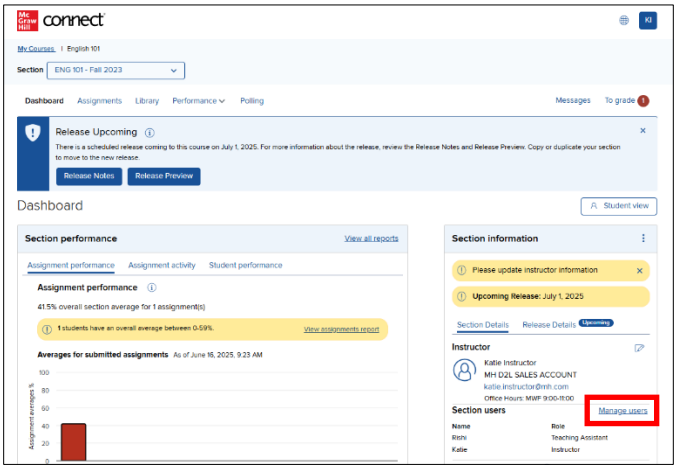
How to Add a Teaching Assistant (TA) to a Connect Course

Video: CLICK TO VIEW

Learn how to add a teaching assistant to a standalone Connect course, and how TAs can access their classes. First, you should be the owner of the class, meaning either you created the course, or the course was copied to you. Teaching assistants cannot be added to shared sections. Your TA will need to create a Connect Learner account, which they can access here: https://shop.mheducation.com/registration/he/student .

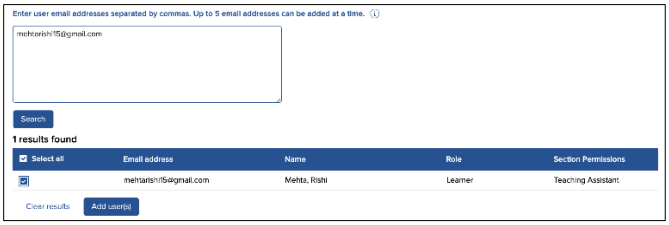
Click on the course that you would like to add a TA to. On your section dashboard, select 'Manage Users' from the section information area.



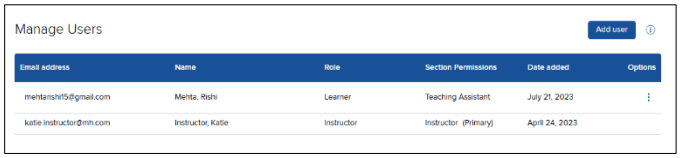
Next click on the 'Add users' button.



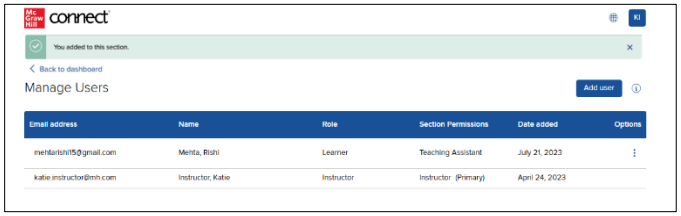
Enter the teaching assistant's Connect Learner email. Click search to find your TA's user and make sure to click select all next to your TA's information. Once you have selected your TA, click Add User.



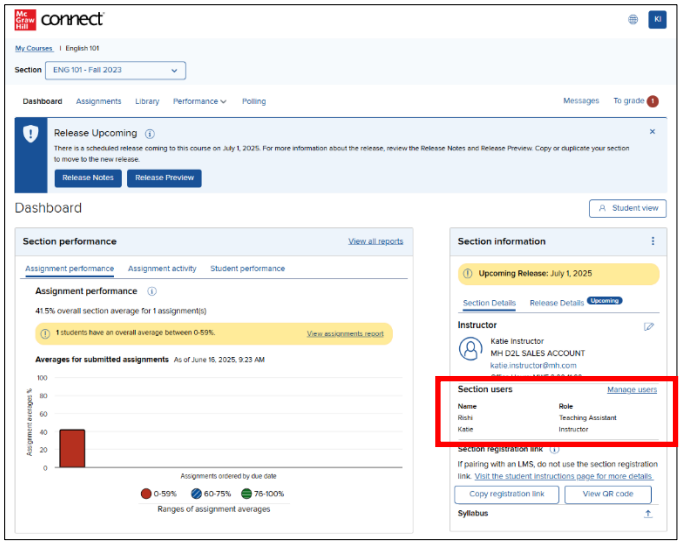
Note, if you have any existing TAs or other users in this course, you will see their info here as well.



On this page, a pop-up banner message will say that you have added to this section. You can also see the date you added a TA, their section permissions, role, name, email, and user options. Select "back to dashboard" to go back to your section dashboard.



You can now see your TA directly on your section homepage. Teaching assistants can access their TA classes by logging into connect.mheducation.com.



For more how-to resources and tutorials, check out https://www.mheducation.com/highered/support.html.

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