Simple Syllabus: Syncing Tentative Course Schedule with D2L

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Simple Syllabus integrates with D2L to keep your syllabus aligned with course content. You can sync graded activities such as assignments, quizzes, and discussions so they appear in your syllabus with their titles, due dates, and point values (if applicable). This ensures students can view all graded work in one place, reducing manual updates for instructors.

To alter dates in the **Tentative Course Schedule**, any changes to dates or details should be made in the grading activity first, then re-synced in Simple Syllabus to keep the syllabus accurate.

ALERT: Manually making any changes to the Tentative Course Schedule in Simple Syllabus *will permanently break its ability to sync with D2L*. This cannot be reversed. If this happens, you will need to manually maintain the Tentative Course Schedule if you wish to continue using it. For merged courses, only one section's **Tentative Schedule** can be synced automatically. Other sections require manual entry or importing.

Tentative Course Schedule and Merged Courses

- **Primary Section Sync:** Only the **primary section** of your course will automatically sync with Brightspace.
- **Manual Updates for Secondary Sections:** For secondary sections that are merged with the primary section, you must manually enter or update the information for those sections.
- Automatic Schedule Sync: The schedule syncs with Brightspace **nightly**. If information is incorrect, update it in Brightspace, and the changes will automatically appear in Simple Syllabus.
- Avoid Editing in Tentative Course Schedule: Editing items directly in this section will break the sync. Any changes made will not reflect in Brightspace.
- **Third-Party Integrations:** Activities or assessments from third-party integrations (such as McGraw-Hill Connect, Pearson, or other publisher tools) do not sync with the Tentative Course Schedule in Simple Syllabus, as these tools are external to D2L.

Syncing Activities from D2L Brightspace

Simple Syllabus can pull activities directly from your D2L course, including assignments, discussions, and quizzes. When you sync, these items appear in the syllabus with their **titles**, **due dates**, and **point values** (if applicable), helping students see all graded work in one place. Instructors can choose which items to include, hide, or remove after syncing.

NOTE: The Tentative Course Schedule only syncs dates from graded items created in Assignments, Quizzes, or Discussions.

1. Ensure all activities in D2L have the correct dates set. For Assignments and Quizzes,

dates are pulled from the **Due Date** you have set for each grade item. For **Discussions**, it uses the **End Date**.

A. Assignments: Due Date

Back to Manage Assignments	Week 2 Assignment	
Assignment Title *		
Week 2 Assignment		
Grade Out Of Due Date Ungraded	025 11:59 PM	
Instructions Paragraph B I U ~	^y ≣ - × ≣ - 8∎ - ∞ K3 + - ×	53
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		1.

B. Quizzes: Due Date

K Back to Manage Quizzes	Syllabus Quiz
Quiz Title *	
Grade Out Of O points Not in Grade Book	 ✓ ② Due Date 11:59 PM
Description	

C. **Discussions:** End Date

Topic Title * Week 1 Discussion	Availability Dates &		
Forum * Discussions Create Forum	Start Date		
Grade Out Of 100 points In Grade Book ~	End Date # 8/22/2025 11:59 PM		
Paragraph $ \underline{B} \times \equiv \times \equiv \vee + \vee \text{Lato (Recomm } \vee);$ 19px ($\vee \overrightarrow{P} \cong \vee \overleftarrow{O} \overrightarrow{C}$	After end: Visible with access restricted Release Conditions		
What is one concept from this week's readings that you found most interesting or challenging? Explain why it stood out to you and provide an example of how it could apply in a real-world situation.	discussion topic unless they meet the release conditions.		
Respond to at least two of your peers' posts by offering additional insights or asking clarifying questions.	Group and Section Restrictions Restrict this topic by group or section Manage Restrictions		

2. Navigate to the **Tentative Course Schedule** section in Simple Syllabus and verify that the visibility setting is toggled to **[Visible]**.

Tentative Course Image: Course of the second sec	Schedule	_		
Date	Assignment Name	Assignment Type	Points	G
	Syllabus Quiz	Quiz		Î
	Week 1 Discussion	Discussion	100	Î
	Week 2 Assignment	Assignment		Î
⊕ Add new item				Show Deleted

3. Click the **two-arrow circular icon** on the right to sync your **Tentative Course Schedule** with grading activities such as **assignments**, **quizzes**, and **discussions**.

Tentative Course Schedule				
Visible				
Date	Assignment Name	Assignment Type	Points	
7/28/25	Syllabus Quiz	Quiz		Î
7/31/25	Week 1 Discussion	Discussion	100	Î
8/1/25	Week 2 Assignment	Assignment		Î
Add new item				Show Deleted

4. During syncing, you will see the icon spinning for a few minutes.

NOTE: After selecting the **sync icon**, it may take some time for updated dates to appear. *Even if the spinning icon stops and the page reloads, the previous dates might still be visible.* **Please allow 10-20 minutes for the new dates to fully update.**

Tentative Course Schedule				
Visible				
Date	Assignment Name	Assignment Type	Points	0 G

 Once the dates are synced, you can manually remove any items by clicking on the [trashcan] icon, or add any additional dates by clicking [Add new item]. Enabling the [Show Deleted] checkbox will reveal items that were deleted.

ALERT: Please be aware that manually making any changes to the tentative course schedule in Simple Syllabus *will permanently break its ability to sync with D2L*. This cannot be reversed. If this happens, you will need to manually maintain the Tentative Course Schedule if you wish to continue using it.

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Date	Assignment Name	Assignment Type	Points	A G
7/28/25	Syllabus Quiz	Quiz		Î
7/31/25	Week 1 Discussion	Discussion	100	Î
8/1/25	Week 2 Assignment	Assignment		С
Add new item	B			Show Deleted

FAQ: Course Merges and Simple Syllabus

- 1. If I merge my courses after creating a syllabus in Simple Syllabus, will I lose the syllabus content I've already entered?
 - A. No, you will not lose your syllabus content. Syllabi in Simple Syllabus are tied to sections, not to the Brightspace course shell. When courses are merged in D2L, the individual sections still exist, so the syllabi assigned to those sections remain intact.
- 2. Do I need to copy and paste my syllabus content into a Word document as a backup before merging?
 - A. While your syllabus will remain intact, creating a backup is always a good precaution. If you have significant edits, saving a local copy can provide peace of mind.
- 3. What happens to the Tentative Course Schedule after merging?
 - A. The Tentative Course Schedule syncs only with the primary course shell in Brightspace. If you have a secondary section, its schedule will not automatically sync.
 Faculty may need to update this manually or import the schedule from another syllabus if needed.
- 4. If a student is in a secondary section and clicks the Syllabus link in the Navbar, will they see the correct syllabus?
 - A. Yes. Students will be directed to the syllabus assigned to their section, even after the course merge. They will not need to navigate through the dashboard manually.