Nursing Concepts Online - Re-assigning Case Studies and Simulations in NCO

This is a guide that walks through the steps needed to re-assign the Premade Case Studies and Simulations.

Locating SimChart Case Studies

1. Start by clicking on SimChart Setup inside your NCO course. This will open SimChart in a new tab.

2. Next, Click the Elsevier Content tab in the upper-left.
3. Select either the **Simulations** or **Case Studies** tab, based on desired content.

4. On the left, you will see a list of folders.
   a. Click on the folder you wish to view.
   b. If the folder has an arrow to the left of it, click the arrow to see the subfolders it contains.
5. Click the radio button next to the desired assignment to copy it into the appropriate tab.

6. Click the **Copy** button.
7. A pop-up window appears that says *Copy items from Elsevier Content to [folder name]*: Select the appropriate folder.

8. Click **OK** to publish the case study to the folder.

9. A confirmation dialog box appears that says *Item copied to [folder name] folder. Do you want to open this copied item?* Click **Yes** to open the item.
10. The Setup page appears. Click **Assign**.

11. A dialog box appears that says *Are you sure you want to assign?* Click **OK** to publish the assignment to students.

**NOTE:** Once a Case Study or Simulation is assigned, you are unable to make edits to the assignment. The only exception to this is in *Simulations*, you can adjust Barcodes being On or Off.
12. The Notification dialog box appears. Complete the Confirm Email Address field if desired or check the Email Opt Out box, then click Submit.

**NOTE:** If Email Opt Out is not chosen, an email will be sent to the instructor whenever a student submits his/her assignment.

13. A confirmation will appear in the upper-right.
14. The assignment will then be published to students and will appear in the either the Case Studies or Simulations folder inside of the NCO course.

**Case Studies**

Berkley, Julia: Acute asthma exacerbation

END OF GUIDE