Blackboard and SoftChalk™ Cloud Integration Guide

Updated December 21, 2018

Contents

Introduction

This guide is for instructors who have [SoftChalk Cloud](#) accounts and are using Blackboard 9.1 Service Pack 7 or higher.

Links to SoftChalk FAQs, System Specs and Guides

For your instructors, you may want to post the URLs for our guides (see below). As we update the guides, the URLs will remain the same.

Item	Description and URL
SoftChalk FAQs	Search our FAQs https://softchalk.atlassian.net/wiki/spaces/SKB/pages/196182576/SoftChalk+FAQs
System Specifications and Supported Browsers	This web page lists the system specifications for instructors and students. http://softchalk.com/features/system-specifications
Blackboard and SoftChalk Cloud Integration Guide	This guide has step by step instructions for linking your SoftChalk Cloud lessons into Blackboard. Please note that scores from SoftChalk lessons can go into your Blackboard gradebook. https://softchalk.atlassian.net/wiki/download/attachments/121929729/lms_blackboardcloud.pdf?api=v2
Student Guide to SoftChalk Lessons	This Student Guide includes a **Troubleshooting section**. https://softchalk.atlassian.net/wiki/download/attachments/200114368/studentguide.pdf?api=v2
SoftChalk Create Guide	SofChalk Create is SoftChalk's content authoring program. It is available in both a web launch version (as part of a SoftChalk Cloud Account - see the section SoftChalk Cloud) and in a desktop version. https://softchalk.atlassian.net/wiki/download/attachments/129532299/createguide.pdf?api=v2
SoftChalk Cloud Guide	SoftChalk Cloud is an award-winning, multi-function platform that combines a learning object repository, content authoring, hosting and management features. https://softchalk.atlassian.net/wiki/download/attachments/129404604/cloudguide.pdf?api=v2

SoftChalk Cloud

As mentioned in the previous table, SoftChalk Cloud is an award-winning, multi-function platform that combines a learning object repository, content authoring and hosting and management features.

With a SoftChalk Cloud account, you can:

- *Create and update your content in one place* by logging into your SoftChalk Cloud account whether you are at work or at home. (SoftChalk Create is part of your Cloud account.)

- *Link to your content in many places.*

- *Search for content in SoftChalk Share (SoftChalk Cloud's public content repository)* and add it directly to your lessons. You can modify the content you find with a SoftChalk Cloud account.

- *Collaborate with other instructors on SoftChalk lessons.* For more details, see the section **Collaborate with Other Instructors on SoftChalk Lessons** in the SoftChalk Cloud Guide.

- *Collect scores using the SoftChalk ScoreCenter Feature.* Grades from your SoftChalk lessons can appear within the gradebook of your learning management system.

Volume Purchase or Purchase Order

To take advantage of volume purchasing (or if you plan to purchase a SoftChalk Cloud account with a purchase order), please contact sales@softchalk.com.

Enterprise SoftChalk Cloud

Your institution also has the option to purchase an Enterprise SoftChalk Cloud. Please contact sales@softchalk.com

Individual Purchase on the SoftChalk Cloud Website

Go to our SoftChalk Cloud website and click the **Join Now** button in the upper right part of the screen (see below). Fill out the information and submit your credit card information.
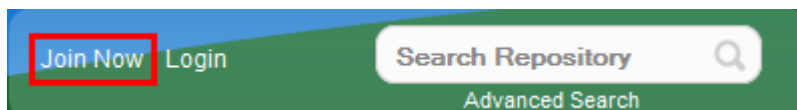
Trial SoftChalk Cloud Account

Try out a SoftChalk Cloud account for 30 days. Click the **Join Now** button (see above) and fill out the information.

SoftChalk Lessons in Blackboard

If you are a SoftChalk Cloud user, please see the section SoftChalk Cloud Users.

(If you only have the desktop version of SoftChalk Create, please see our Blackboard and SoftChalk Desktop Integration Guide.)

If you are a Blackboard administrator, see the section Blackboard Administrator for instructions on enabling your LTI feature to work with SoftChalk Cloud. (The LTI feature allows an instructor to copy and paste an LTI link for his/her SoftChalk Cloud lesson and have the student scores for that lesson go directly into the Blackboard gradebook.)

SoftChalk Cloud Users

Use a SoftChalk Cloud account to save your lesson in the Cloud (see the section SoftChalk Cloud). Then you will paste a link to this lesson in Blackboard. You can update your content in SoftChalk Cloud and all your link(s) will reflect your changes. (You can link to the same lesson in multiple sections or courses.)

Before pasting a link to your lesson into Blackboard, you will want to decide if you want to collect scores from your students or if you want your lessons to be "practice" lessons and you don't need to collect scores. (For each lesson you can decide whether or not to collect scores. Many instructors use both "scored" and "practice" lessons within a course.) For details on:

- Scored lessons, see the section Scored Lessons. (While your preferred method would probably be to collect student scores in the Blackboard gradebook, you can also collect emails from students and have students print certificates. See the section Print or Email Scores.)

- If you plan to copy a course with LTI links, see the section In Blackboard: LTI Links and Course Copy.

- Non scored lessons, see the section Non Scored Lessons.

Scored Lessons

ScoreCenter Overview

When you view your SoftChalk lesson scores within the Blackboard gradebook, you are using a SoftChalk feature called the ScoreCenter. In other words, you click on the name for your lesson in the assignments area of Blackboard and you see the SoftChalk ScoreCenter interface but all the scores are also "plugged into" the Blackboard gradebook. (In Blackboard, students will also see their grades from SoftChalk lessons as well.)

IMPORTANT: To use the ScoreCenter feature, your Blackboard administrator needs to configure your system to use this feature. See the section Blackboard Administrator.

With the ScoreCenter feature, you can:

- Determine which score is the grade for the student (i.e. first, highest, most recent or average score). (Attempts for all scores are viewable.)

- Determine how many times a student can go into a lesson (unlimited times or a specific number of times).

- Get detailed scoring information for individual students (i.e. what a student did on an activity and or quiz items).

- Change scores.

- Update your lesson in one place (SoftChalk Cloud) and link to it in multiple sections or courses.

Basic Procedures

IMPORTANT: Within your lesson in SoftChalk Create, be sure to *assign points to each QuizPopper and Activity.* (In the main editing window of your SoftChalk lesson, right-click on the QuizPopper or Activity and choose **Modify QuizPopper** or **Modify Activity**. Go to the **Options** tab and use the **Points** dropdown menu to assign points.)

To have your student scores appear within the Blackboard gradebook area (i.e. ScoreCenter interface), you need to:

- Save your lesson into your SoftChalk Cloud account (see the section **Save a Lesson or Course to the Cloud** in the SoftChalk Cloud Guide).

- Copy the LTI Link for this lesson (see the section **Copy the LTI Link for Your Lesson** in the SoftChalk Cloud Guide).
  IMPORTANT: Be sure to copy the LTI Link and NOT the Hyperlink for the lesson.

- Paste this LTI Link into the **Lessons** area in Blackboard (see the section Paste the LTI Link into Blackboard).

- Set the Grading Method and Maximum Attempts for each lesson (see the section Set the Grading Method and Maximum Attempts).

- View or change your students' scores (see the section View or Change Scores).

- If you plan to collect and/or score essays, see the section Essays.

Copy the LTI Link for a Lesson in SoftChalk Cloud

See the section **Copy the LTI Link for Your Lesson** in the SoftChalk Cloud Guide.
**IMPORTANT**: As mentioned previously, be sure to copy the LTI Link and NOT the Hyperlink for the lesson.

Paste the LTI Link into Blackboard

(If the screens below don't match for your Blackboard, you may be using Blackboard Service Pack 7, 8 or 9. In that case, please contact help@softchalk.com and we can send you information on using LTI with those service packs.)

1. After copying the **LTI Link** for your lesson (see the section **Copy the LTI Link for Your Lesson** in the SoftChalk Cloud Guide.), log into your Blackboard account. At the top of your screen, click the **Courses** tab.

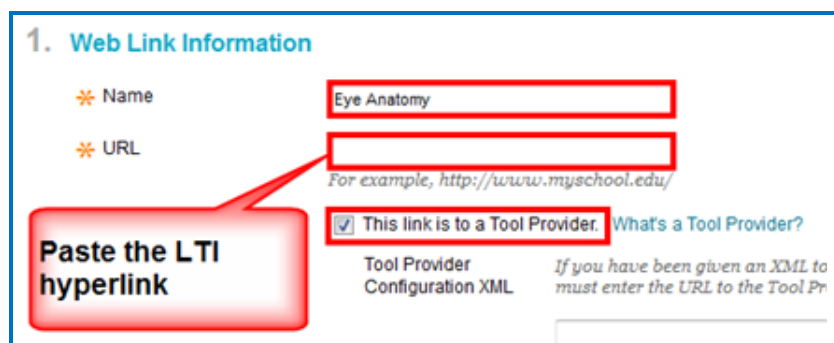2. Within the **Course List**, click on your course to select it.

3. At the top left, select **Content** (see below). In case you don't see the left panel below, click the expand arrow ⬜ or ⬜ at the left of the screen to see the panel.
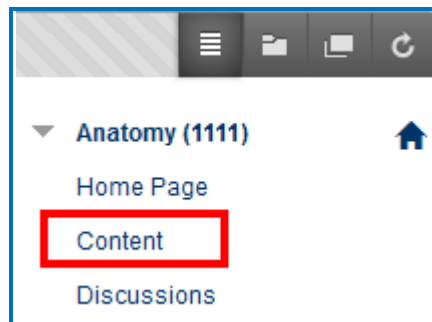
4. Under the **Build Content** menu, select **Web Link** (see below). (If you don't see the menu below, be sure to turn on your **Edit Mode** in the upper right hand corner of your screen.)
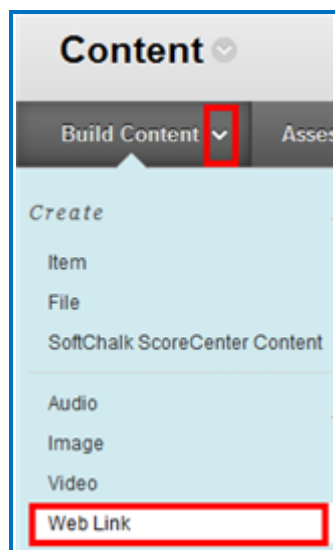
5. Enter a name for your lesson and for the **URL** paste the **LTI hyperlink** (see below). (Notice that lti is included in the path that you pasted.) **IMPORTANT**: Be sure to select **This link is to a Tool Provider**. Leave the Tool Provider XML field blank.

6. For **Enable Evalutaion**, select **Yes**. Enter the points possible for your SoftChalk lesson. (The value does not have to be 100, but it should match the number of points for your lesson.) For **Visible to Students**, select **Yes** (see below).

7. Under **Description**, you can enter a description if you like. You can ignore the **Attachments** area.

   IMPORTANT: We have identified a few Blackboard errors that occur with certain formatting in the description area. Please click on a link below to see the FAQ explaining the error:

   - Invalid OAuth signature or content identifying information
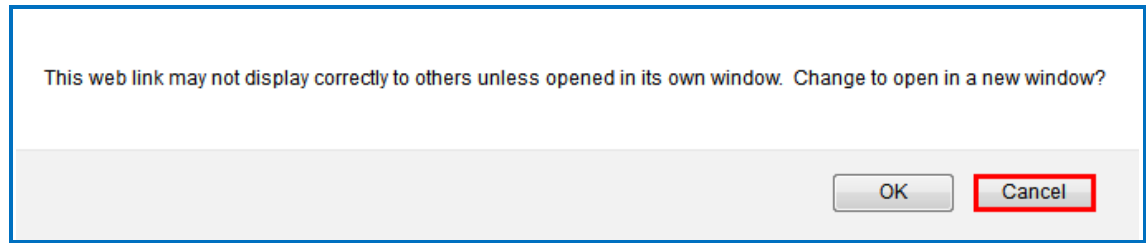   - u'\xa0'
   - u'\u201c'
   - u'\xc1' or u'\xe9'

8. Under **Web Link Options**, for **Open in New Window,** select either **Yes** or **No** (see below).

   IMPORTANT: If your students are using Internet Explorer 10, you may want to have your lesson open in a **New Window**. Otherwise, they will see a message for activities that they have to have JavaScript enabled.
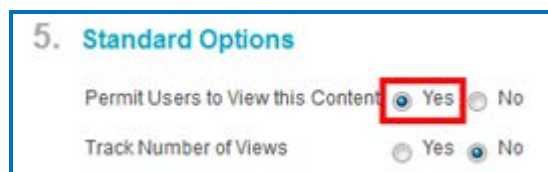
IMPORTANT: If you select **No** in Service Pack 12, a pop up message will appear. Select **Cancel** to have the lesson open within the Blackboard framework (see below).

This web link may not display correctly to others unless opened in its own window. Change to open in a new window?

OK   Cancel

9. Under **Standard Options**, for **Permit Users to View this Content**, leave **Yes** selected.

5. **Standard Options**

Permit Users to View this Content   ⦿ Yes ○ No

Track Number of Views   ○ Yes ⦿ No

10. Scroll to the bottom and click **Submit** (see below).

Cancel   **Submit**
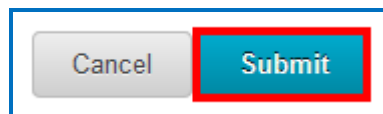
IMPORTANT: Be sure to see the next section Set the Grading Method and Maximum Attempts.

Set the Grading Method and Maximum Attempts

You will need to set the grading method (i.e. first attempt, most recent attempt, average attempt or highest attempt) and the maximum attempts allowed (unlimited or a specific number of attempts). All the student attempts will be collected and you can view all the attempts for each student for each lesson. You can change the grading method and maximum attempts at any point. (Obviously, if you want to allow your students only one attempt for the lesson, you need to set that option right away.)

1. Log into your Blackboard account and choose your course from the **Courses** dropdown menu at the top. At the top left, select **Content**.
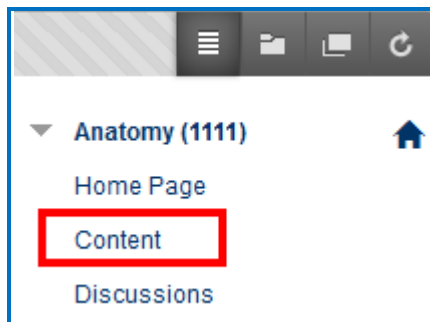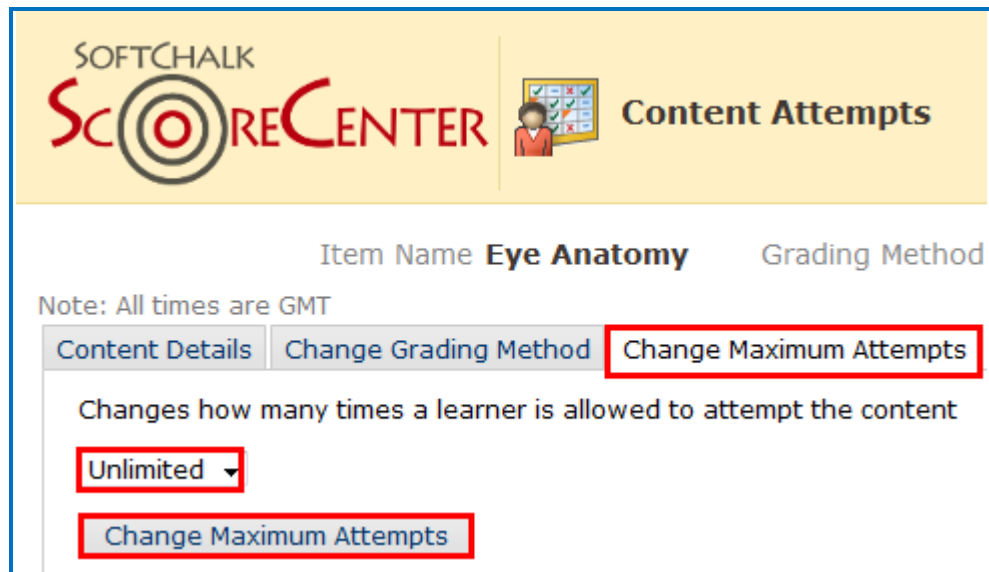

2. Click on name of your lesson (see below).

3. The SoftChalk ScoreCenter screen appears. Click **Change Grading Method**. Select a grading method from the drop down menu and be sure to click **Change Grading Method** (see below).
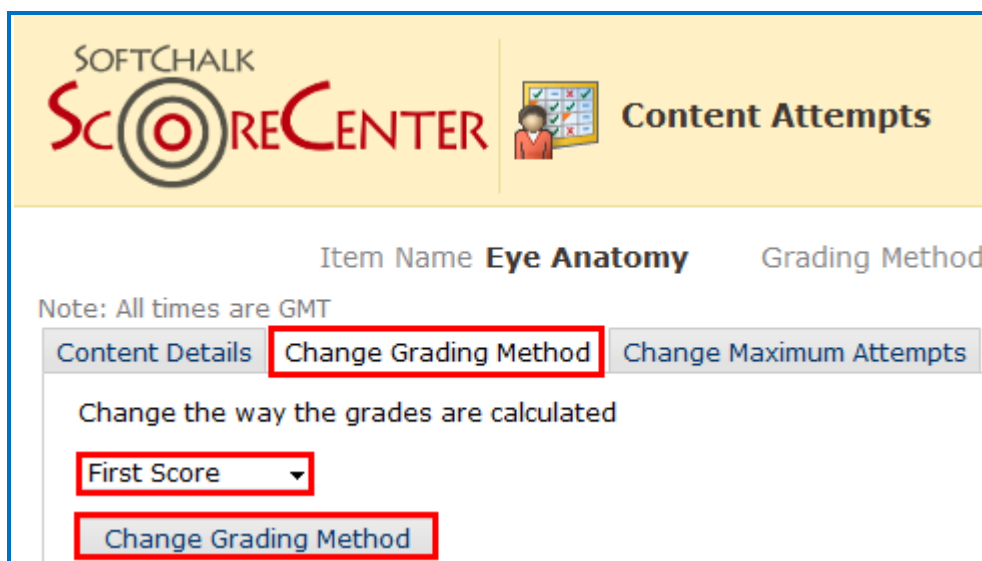
4. At the SoftChalk ScoreCenter screen, click **Change Maximum Attempts**. Select the maximum attempts from the drop down menu and be sure to click **Change Maximum Attempts** (see below).
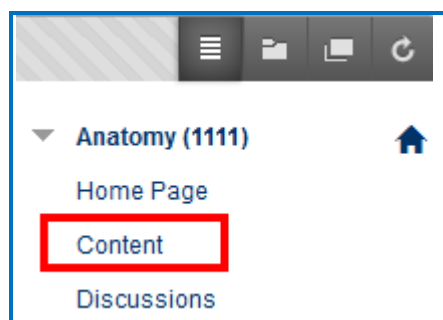

Preview the Lesson

To test out the lesson, you need to be logged into your course as a student.

IMPORTANT: Be sure to *LOG OUT* of your SoftChalk Cloud account when you are taking your lesson as a student to test out the ScoreCenter feature. (If you are logged into your SoftChalk Cloud account while logged into Blackboard and taking a lesson, then the scores won't be recorded.)
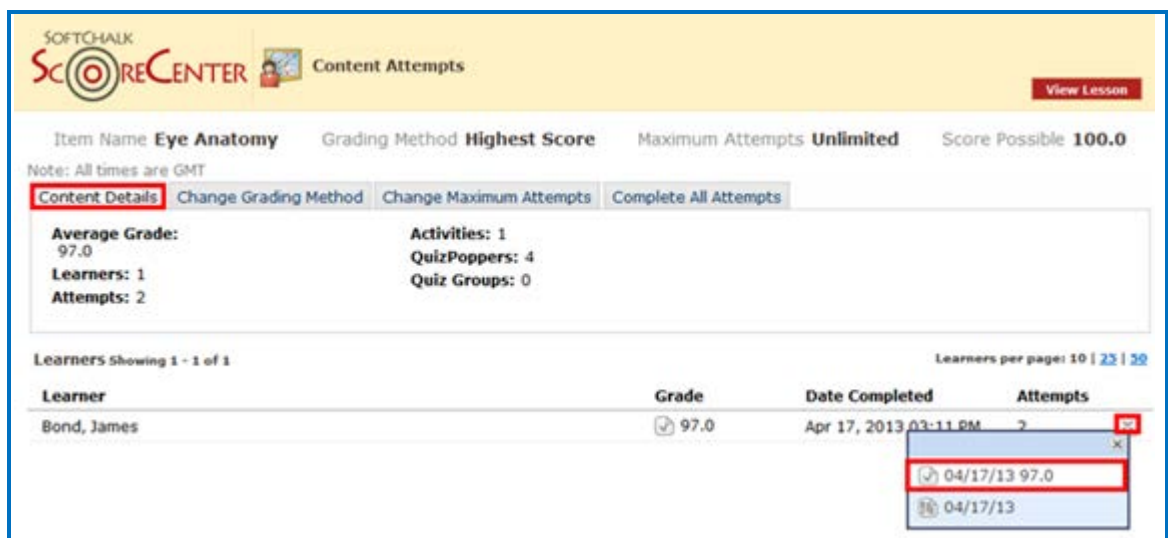
View or Change Scores

1. Log into your Blackboard account and choose your course from the **Courses** dropdown menu at the top. At the top left, select **Content**.

2. Click on name of your lesson (see below).

3. The SoftChalk ScoreCenter screen appears. In the **Learner** area, click the dropdown menu for the attempts for a specific student. Click on an attempt (see below). **IMPORTANT**: As mentioned previously, be sure to *LOG OUT* of your SoftChalk Cloud account when you are taking your lesson as a student to test out the ScoreCenter feature. (If you are logged into your SoftChalk Cloud account while logged into Blackboard and taking a lesson, then the scores won't be recorded.)

4. Notice you can view detailed information about this attempt at the bottom.
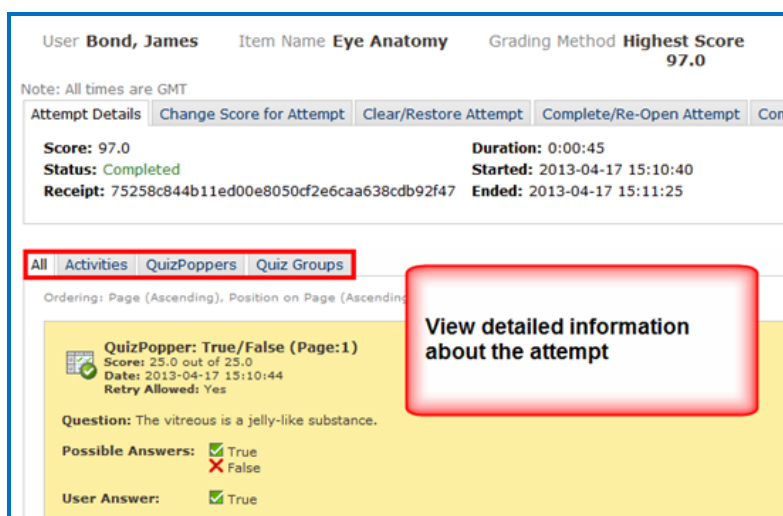
5. If you need to change the Score for the Attempt, click **Change Score for Attempt**. Enter a new score and click **Submit** (see below). **IMPORTANT**: An attempt has to be complete before you can change the score.

Note: All times are GMT

| Attempt Details | Change Score for Attempt | Clear/Restore Attempt | Complete/Re-Open Atte |

Score Value for Attempt: 97   **Notes:**

An attempt has to be Complete before you can change the score.

Submit

6. Notice that you also have the option to **Clear** an attempt (see below). If you clear an attempt, it will not count as part of the grade calculation. If you change your mind, you can restore the attempt.

Note: All times are GMT

| Attempt Details | Change Score for Attempt | Clear/Restore Attempt |

Clearing the attempt will remove it and allow the user to try again. C

Clear Attempt

7. Notice that you also have the option to **Complete** an attempt (see below). If a student starts a lesson but neglects to click the **Finish** button at the end of the lesson, then that attempt is incomplete. An incomplete attempt does not count as part of the grade calculation. You can cause the attempt to be completed so that the score for the attempt is part of the grade calculation.

Note: All times are GMT

| Attempt Details | Change Score for Attempt | Clear/Restore Attempt | Complete/Re-Open Attempt |

Completing an attempt will mark it as Complete and allow for the editing of grades. A completed at average of all the grades).

Complete Attempt

Complete All Attempts for All Students for a Lesson

You have the option to complete all attempts for all students for a lesson. You may find that your students have neglected to complete their attempts (i.e. they have neglected to click **Finish** on the last page of the lesson – clicking **Finish** sends a completion status to the gradebook).

IMPORTANT: You may want to do this procedure after the availability of your lesson has expired. After you do this procedure, future attempts can be incomplete.

IMPORTANT: This procedure cannot be undone. (You can change individual scores or re-open individual attempts if you need to.)

1. Log into your Blackboard account and choose your course.

2. Go to the area where you have your content or assignments.

3. Click on the name of your lesson.

4. Click **Complete All Attempts** and **Complete All Attempts** (see below).
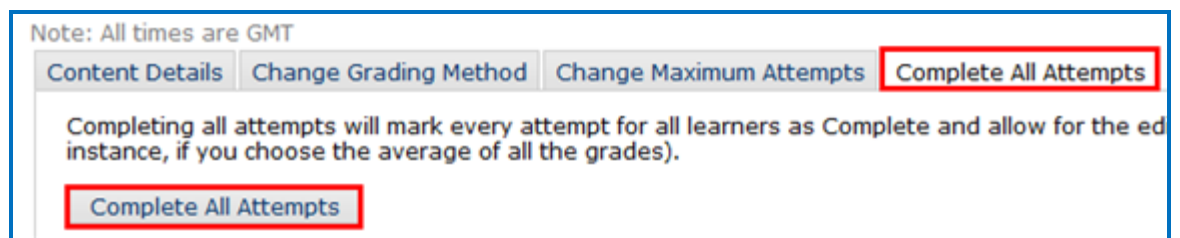
Essays

If you use essays in your lesson, you can view the essays within the ScoreCenter area (see the previous section [View or Change Scores](#)). Please note the following important information.

1. In SoftChalk Create, insert an essay (**File/Insert/QuizPopper/Essay**).

2. In SoftChalk Create, you can assign points to the essay under the **Options** tab for the essay (**File/Insert/QuizPopper/Essay**). (Assigning points is optional.)

3. Remind your students to click **Finish** for each essay (see below).
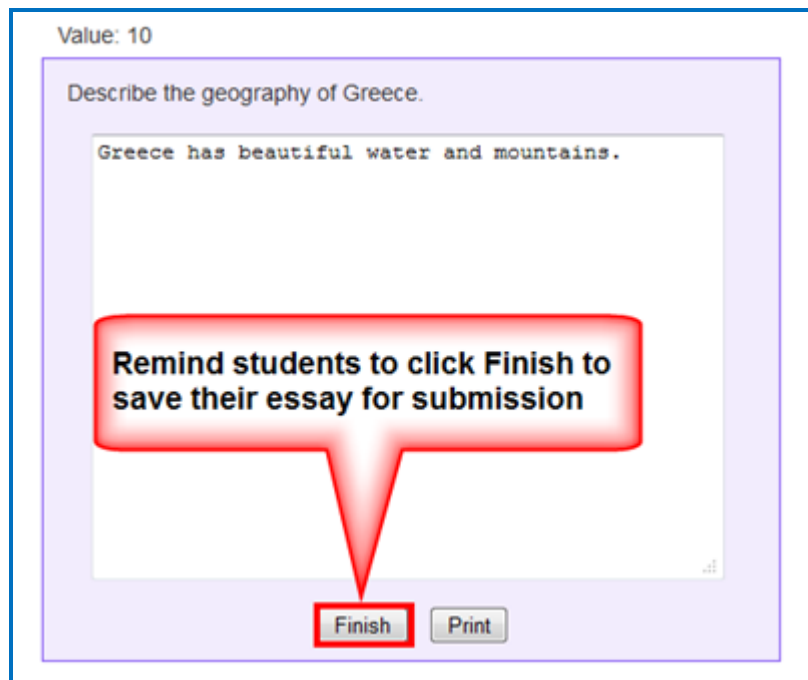
You can modify the grade for the lesson based on the points you decide to give to the essay. For example, you may have a lesson worth 100 points including one essay worth 10 points. (You assigned the points under the **Options** tab for the essay and other items.) Let's say a student completes everything correctly, completes the essay, clicks the **Finish** button for the essay and then clicks the **Finish** button on the last page of the lesson to submit his or her score. At this stage, the student has a score of 90 out of 100 because you will need to evaluate the essay and assign points. You can go into the gradebook (i.e. ScoreCenter) and evaluate the essay and modify the score. You may want to provide feedback to the student on the essay by clicking the **Feedback** button within the attempt.

(You may want to explain the above process to your students; as mentioned, you also have the option to assign 0 points to an essay if you like.)

View Grades from LTI Lessons in the Blackboard Gradebook

If you go to the Gradebook area in Blackboard, you can see that the scores from your lessons (using the LTI Link and external tool – see the previous sections Paste the LTI Link into Blackboard and Set the Grading Method and Maximum Attempts) appear in your Blackboard Gradebook. (If you want to view or change scores for individual student attempts, see the section View or Change Scores.)

IMPORTANT: As previously mentioned, be sure to *LOG OUT* of your SoftChalk Cloud account when you are taking your lesson as a student to test out the ScoreCenter feature. (If you are logged into your SoftChalk Cloud account while logged into Blackboard and taking a lesson, then the scores won't be recorded.)

1. Log into your Blackboard account.

2. At the top of your screen, click the **Courses** tab.

3. Within the **Course List**, click on your course to select it.

4. At the left of your screen under **Course Management**, select **Results Center and Full Results Center** (see below)
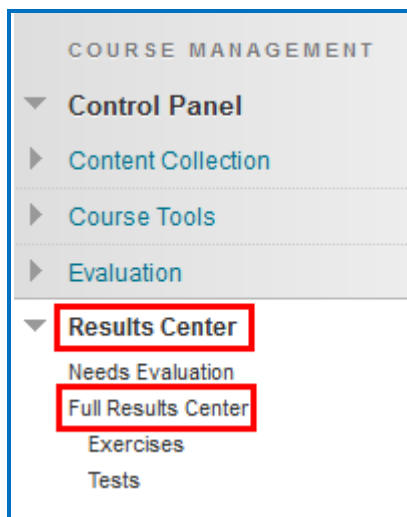
5. View your students' results (see below).

   IMPORTANT: If you want to change the grade or change your grading method (most recent score, first score, etc.), please see the section Set the Grading Method and Maximum Number of Attempts.

Print or Email Scores

We recommend the use of the ScoreCenter feature mentioned previously (see the section ScoreCenter Overview) to collect scores but if you want to have students print certificates or email you their scores, please see the basic steps below:

1. Create scored quiz questions and/or activities within your SoftChalk lesson and assign points via the **Options** tab for each quiz question or activity.

2. Add the email feature within your SoftChalk lesson. For **SoftChalk Create**, choose **File/Package Lesson**.

3. Make the appropriate selections under **Student Options**.

4. On the last page of your lesson within the web browser (e.g. Internet Explorer, Firefox or Safari), is an area for students to type their name or identifier and then click **Email Score, Print Certificate** and/or **Print Score Summary**. (You can preview your lesson on your local computer to see how this works.)

5. For more details, please search on **Student Options** within the SoftChalk Create Guide.

With the email option, you will get an email from each student for each attempt the student made for the lesson. As mentioned previously, we recommend the use of the ScoreCenter feature as you won't have to manage individual emails.

Non Scored Lessons

This section explains how to have your students access "practice" SoftChalk lessons. In other words, you don't plan to collect student scores from these lessons. [You can have items that have points assigned to them within your lesson, but if you want to collect the scores, see the section Scored Lessons (Cloud Users).]

1. Save your SoftChalk lesson to your SoftChalk Cloud account. See the section **Save a Lesson or Course to the Cloud** in the SoftChalk Cloud Guide.

2. Copy the Hyperlink (NOT the LTI Link) for your lesson. See the section **Copy the Hyperlink for Your Lesson** in the SoftChalk Cloud Guide.

3. Log into your Blackboard account.

4. At the top of your screen, click the **Courses** tab.

5. Within the **Course List**, click on your course to select it.

6. At the top left, select **Content** (see below).

   In case you don't see the left panel below, click the expand arrow ⟶ or ⟩ at the left of the screen to see the panel.
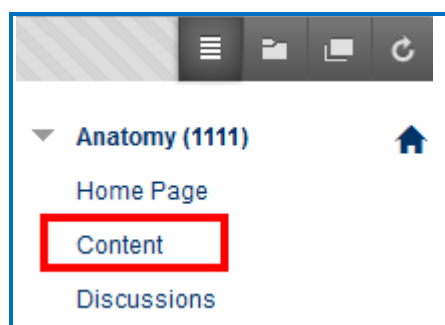
7. Under the **Build Content** menu, select **Web Link** or **URL** (older service packs) (see below). (If you don't see the menu below, be sure to turn on your **Edit Mode** in the upper right hand corner of your screen.)
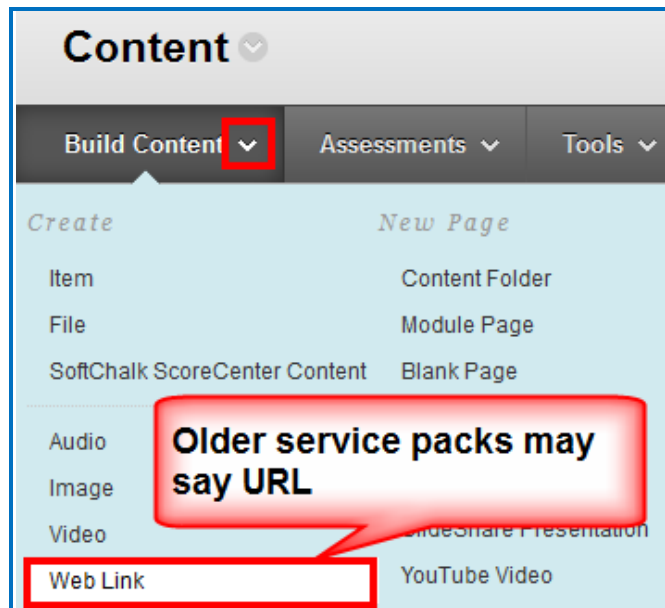
8. Type a name for your Lesson. Paste the hyperlink you copied from your lesson in SoftChalk Cloud into the **URL** area. Leave the checkbox de-selected. (see below). (Again, be sure to copy and paste the hyperlink and NOT the LTI hyperlink.) (see below).

9. Scroll down this window. If you like, under the **Web Link Options** area (older service packs label this area **Options**), select **Open in New Window** (see below). You can also select **No** if you like.

10. Scroll to the bottom and click **Submit** (see below).
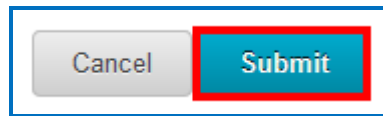
View the Non-Scored Lesson

1. If you are not already there, go into a course and select the Content area where you put your hyperlink to your SoftChalk lesson (see below).
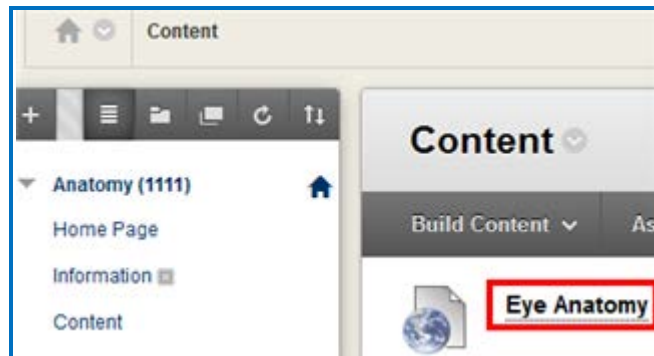
2. If necessary, turn editing off by clicking on the Edit Mode button in the upper right corner of your screen Then click on the link for your lesson (see above).
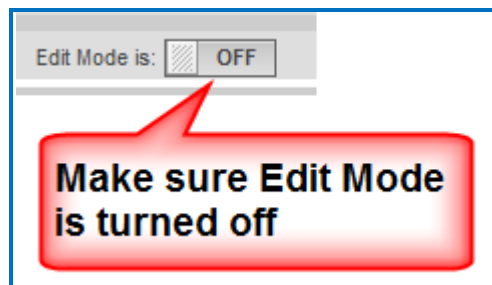
Edit a SoftChalk Cloud Lesson

If you used the LTI Link or Hyperlink to your SoftChalk Cloud lesson, then you can easily edit your lesson within your SoftChalk Cloud account. (You don't have to paste in a new LTI Link or Hyperlink; simply edit your current lesson in SoftChalk Cloud and the LTI Link or Hyperlink for this lesson will still work.)

IMPORTANT: If you edit a lesson that has scored items and you have pasted an LTI Link for this lesson into Blackboard, we recommend the scoring for your lesson remain the same if students have started taking this lesson.

1. Log into your [SoftChalk Cloud](#) account.

2. Click **My Content/My Lessons and Courses**.

3. Open the folder that contains your lesson. Click on the name of your lesson.

4. Scroll down to the bottom right under **Lesson Actions** and click **Edit Lesson in SoftChalk Create**.

5. Make changes and choose **File/Save to SoftChalk Cloud**. (If you click the **Save** icon, you are saving your lesson temporarily to your local computer.)

6. Double-check that you lesson is selected in the file tree at the right. Click **Save**. Click **OK** at the screen saying your item will be replaced. Click **OK** at the screen saying your lesson was saved to SoftChalk Cloud. Click **Close**. Choose **File/Quit** if you want to quit SoftChalk Create. (For more details on editing, see the section **Edit a Lesson** in the [SoftChalk Cloud Guide](#).)

7. Your lessons will be automatically updated with any changes in all linked instances within Blackboard.

Collaborate with Other Instructors on SoftChalk Lessons

You can collaborate with other instructors to create your SoftChalk lessons using a SoftChalk Cloud account (or a trial SoftChalk Cloud account). Within SoftChalk Create, you can publish your lesson to your SoftChalk Cloud account. Another instructor [also using SoftChalk Create and a SoftChalk Cloud account (or a trial SoftChalk Cloud account)] can access and edit the lesson you published.

IMPORTANT: Simultaneous work in the same lesson is not supported. In other words, one person should be working on the lesson at a time. (If two or more people are making changes to the same lesson at the same time and saving the lesson to the Cloud, they may end up overwriting each other's changes.)

For more details, see the section **Collaborate with Other Instructors on SoftChalk Lessons** in the [SoftChalk Cloud Guide](#).

Link to a Discussion Forum within a Lesson

(The following instructions assume you already have a forum set up under the Discussion Board.)

1. **IMPORTANT:** Log into your Blackboard account *as a student* (rather than as the instructor).

2. At the top of your screen, click the **Courses** tab.

3. Within the **Course List**, click on your course to select it.

4. On the left sidebar, select **Tools**.
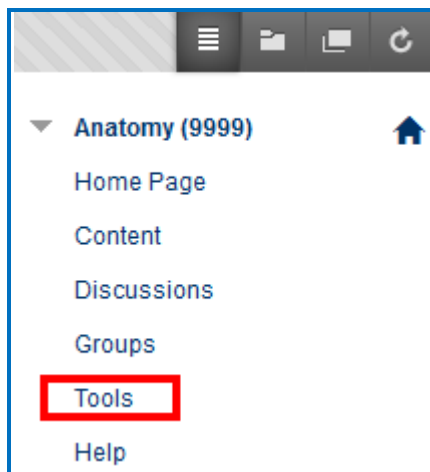
5. Within the **Tools** area, select **Discussion Board** (see below).
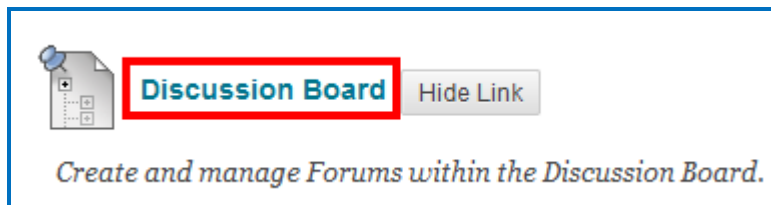
6. **Right-click** on the name of your forum and choose **Copy Link Location** (Firefox) or **Copy shortcut** (Internet Explorer) (see below).
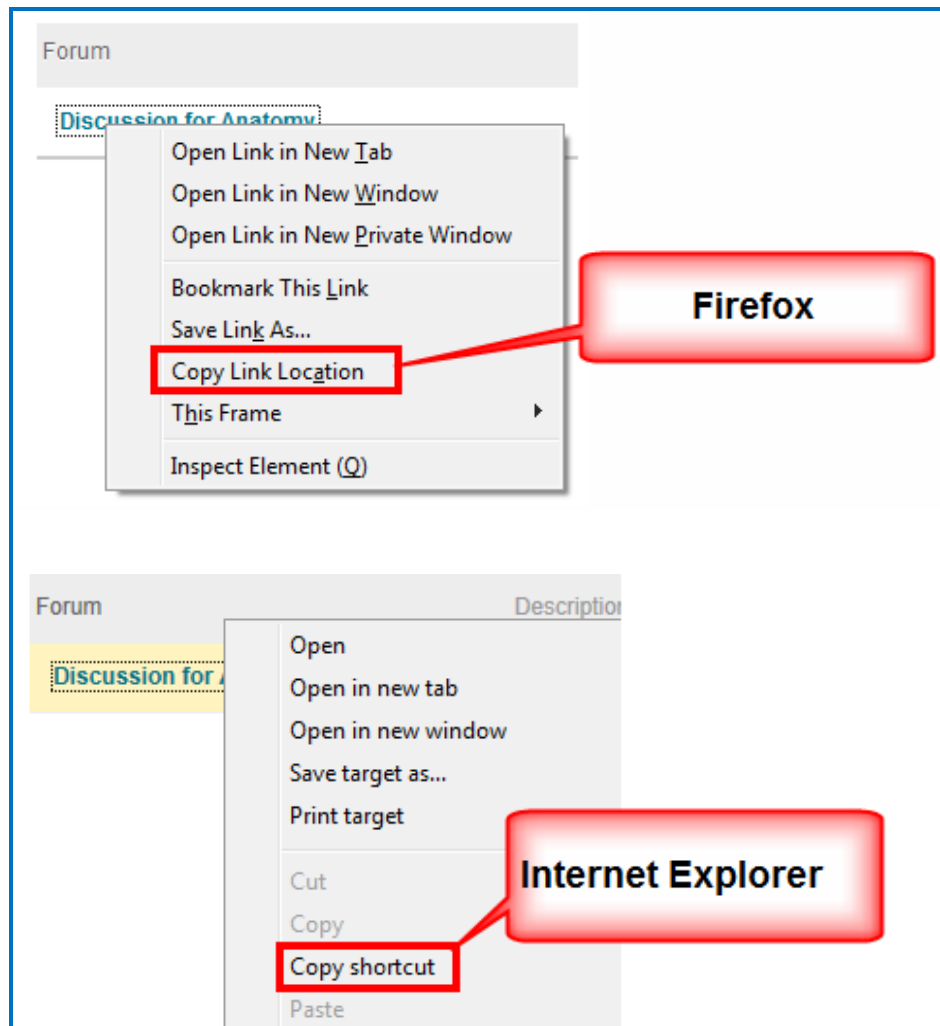
7. Start SoftChalk and open your lesson.

8. Select some text in your lesson.

9. Choose **Insert/Hyperlink**.

10. In the **URL or Selected file** area, use **Ctrl+V** to paste the link (or right-click and choose **Paste**.)

11. Select **Open the link in a new window**. Click **OK**.

12. Save your lesson. **IMPORTANT:** The link will only work when you're in Blackboard (not if you preview your lesson on your local computer). If you get an **Access Denied Error**, then you may have neglected to log in as a student. See step #1 above.

In Blackboard: LTI Links and Course Copy

When copying a course that has LTI links in Blackboard, be sure to select the **Results Center Columns and Settings** option (see below). (To copy a course in Blackboard, log into Blackboard and select the course you want to copy. At the left, choose **Packages and Utilities/Course Copy**.)

(Otherwise, there are no Blackboard gradebook columns for the LTI links. Scores from LTI lessons would not pass to the Blackboard gradebook unless the **Results Center Columns and Settings** option is selected before the course copy.)

Blackboard Administrator

The steps below are for your Blackboard administrator to enable the LTI/ScoreCenter feature for your Blackboard server. For details on the LTI/ScoreCenter feature, see the section Scored Lessons (Cloud Users).

(If you already have a SoftChalk Publish with ScoreCenter building block installed in your Blackboard server, you can still configure your system to use the LTI feature as well. You may have some instructors who use the File/Save to LMS (or File/Publish Lesson to Blackboard) feature within SoftChalk while other instructors update their content once in SoftChalk Cloud and link to it in many places. The latter instructors may want to use the LTI feature for grading.)

As a Blackboard administrator to use the ScoreCenter feature, you need to register with SoftChalk and configure the ScoreCenter for your system.

If you have a test server that is a different physical server from your production server, you'll need to register each server separately.

1. If you have already registered with SoftChalk for a consumer key and secret for your SoftChalk Publish with ScoreCenter building block, you may use the same key and secret for your LTI configuration and skip step 2 below.

2. If you have not registered with SoftChalk for a consumer key and secret (or you cannot find your previous key and secret), please contact help@softchalk.com and provide the following information to register with SoftChalk and receive authentication credentials (i.e. an OAuth Consumer Key and an OAuth Consumer Secret).
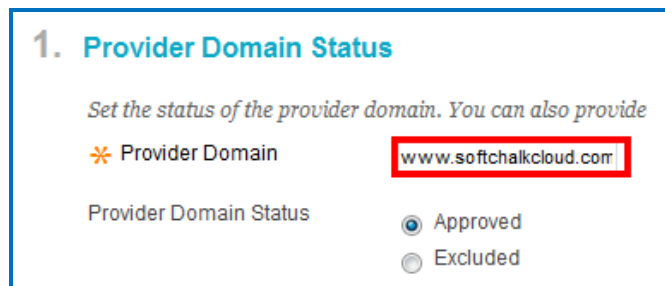
   If you have a test server and a production server, you may send us two LMS URLs and we will register both of them. (You will receive a separate email with a unique key and secret for each registered URL.)

   a. Your institution name

   b. LMS URL

   c. First Name (optional) of the person registering with us

   d. Last Name (optional) of the person registering with us

   e. Email for this registration (the email can be a specific person's email or a generic email such as lmsadmin@myinstitution.edu)

3. It is okay to use a different key and secret for your LTI configuration from your SoftChalk Publish with ScoreCenter building block. **IMPORTANT**: *Please keep the SAME key and secret once you have started collecting scores* for your LTI configuration or SoftChalk Publish with ScoreCenter building block.
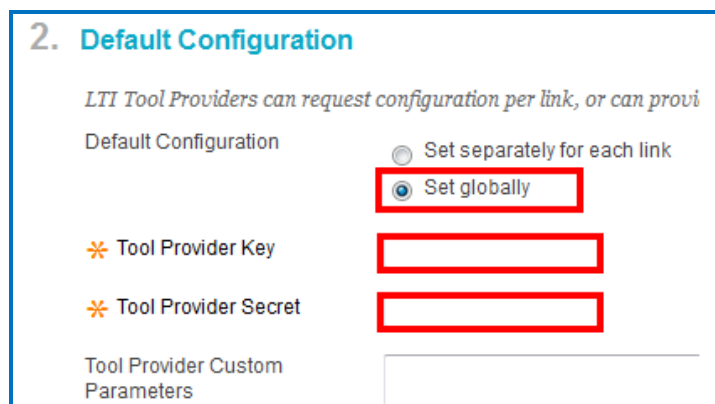
4. After registering, you will receive an email from SoftChalk with information to enter into your Blackboard system (see the steps below).

5. Log into Blackboard. Click **System Admin** tab. Under the **Building Blocks** area, click **Building Blocks**.

6. Click **LTI Tool Providers**.

7. Click **Register Provider Domain** (see below).

LTI Tool Providers

This report is available to show all provider domains in use in the sys
Provider Domain option to create additional LTI Tool Providers. Mo

Manage Global Properties | Register Provider Domain
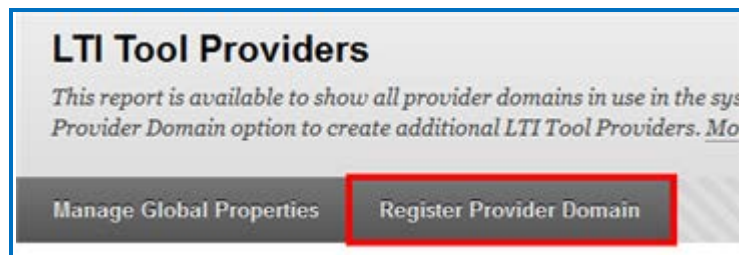
8. For the **Provider Domain**, enter www.softchalkcloud.com (see below).

1. Provider Domain Status

Set the status of the provider domain. You can also provide

✳ Provider Domain: www.softchalkcloud.com

Provider Domain Status:
- ◉ Approved
- ○ Excluded

9. For the **Default Configuration**, select **Set globally** (otherwise instructors would have to enter the key and secret information). Paste in the Key and Secret information that you received in an email when you registered with SoftChalk (see below).

2. Default Configuration

LTI Tool Providers can request configuration per link, or can provi

Default Configuration:
- ○ Set separately for each link
- ◉ Set globally

✳ Tool Provider Key: [ ]

✳ Tool Provider Secret: [ ]

Tool Provider Custom Parameters

(The instructions continue on the next page.)

10. Select your **Institution Policies.** Select **Batch UID** (see below). (We've worked with customers who didn't see this option within their **Institution Policie**s; even though they didn't see this option everything worked fine.)

11. Click **Submit** (see below).

12. Select **Manage Global Properties** (see below).

13. For **Feature Availability**, make the following selections including **Allow configured tool providers to post grade** (see below).

14. Select your **Default Configuration**. Select **Batch UID** (see below). For some Blackboard servers, the Batch UID radio button may not appear; therefore you can ignore this step.

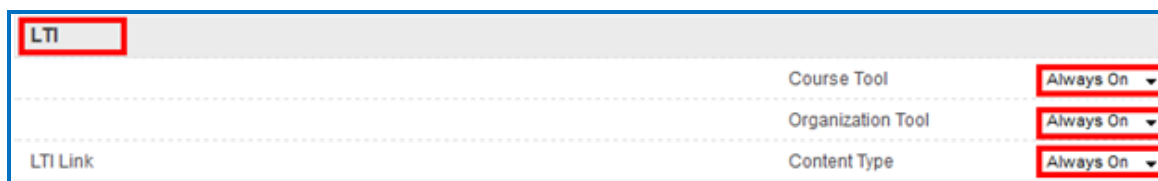15. Click **Submit** (see below). **IMPORTANT**: Be sure to see the next steps on setting the LTI tool to Always On.

16. Click the **Administrator Panel** link at the top left of your screen (see below).
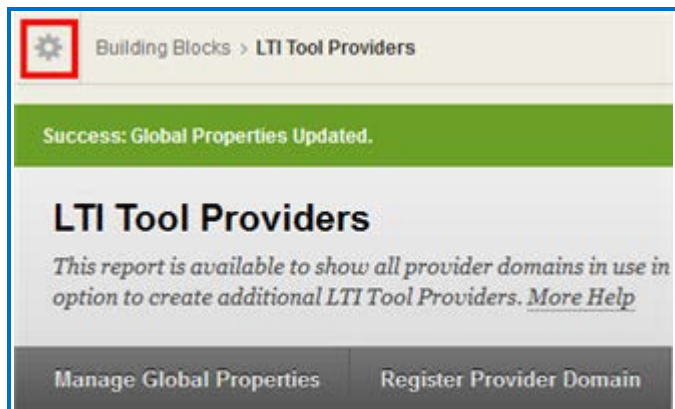
17. Under **Tools and Utilities**, select **Tools** (see below).
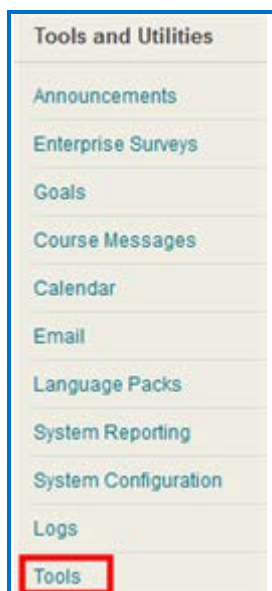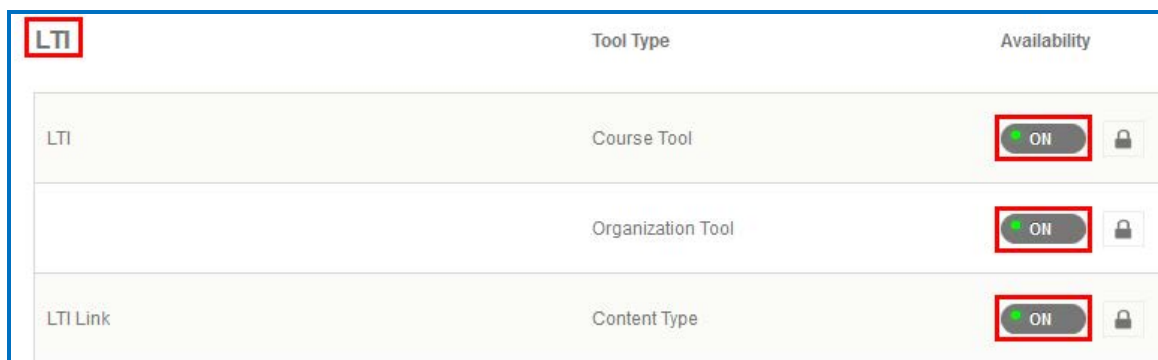
18. Scroll down to **LTI** and select **Always on** for every item (see below).

19. Later service packs may have an **On/Off** feature. Be sure **On** is selected under **Availability** for each item (see below). (You want On to be set for **new and existing** classes, courses and organizations.)
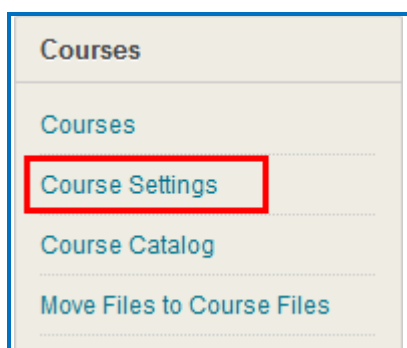

20. Scroll to the top or bottom of your page and click **Submit** (see below).

21. Check that the LTI tool is available in all courses. Click your **System Admin** tab if it is not already selected. From the Administrator Panel, under Courses select **Course Settings** (see below).

22. Click **Course Tools** (see below).
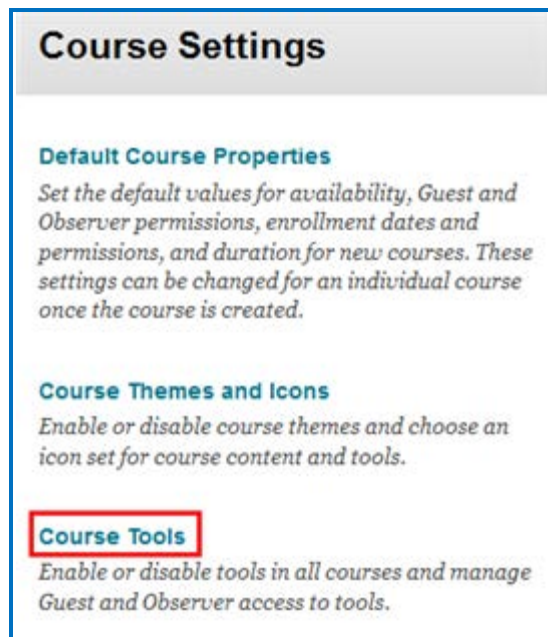
23. Scroll down to view the LTI tool and make sure it is turned on and the lock appears as closed (see below).

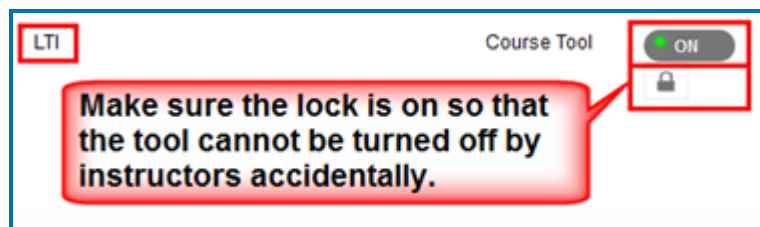24. Scroll to the top or bottom of your page and click **Submit** (see below).

25. Test out the LTI integration by uploading a lesson and taking it as a student. See the section Scored Lessons.

IMPORTANT: If you get the error message *Error Submitting to ScoreCenter* and your test server is NOT available to the public, then you probably have a firewall issue. Please see our FAQ I think my institution has a firewall that is preventing me from saving content to SoftChalk Cloud. What should I do?

IMPORTANT: If *multiple students will be using the same computer*, please ask students to close their browser before logging into Blackboard. Otherwise, a score may be recorded to the wrong student. Make sure if you have the Firefox browser that you have set the cookies to be deleted when existing the browser (In Firefox, choose **Tools/Options/Privacy tab**/. For the drop down menu **Keep until:** select **I close Firefox**.)

26. If individual students report that they do not see the **Finish** button at the end of their lesson or the Finish button is disabled, see the **Troubleshooting** section of the Student Guide to SoftChalk Lessons. Test an LTI Link to see that grades go into the Blackboard gradebook by following the steps in the section Scored Lessons (Cloud Users).

    IMPORTANT: As previously mentioned, be sure to *LOG OUT* of your SoftChalk Cloud account when you are taking your lesson as a student to test out the ScoreCenter feature. (If you are logged into your SoftChalk Cloud account while logged into Blackboard and taking a lesson, then the scores won't be recorded.)

27. If you plan to copy courses that have LTI links, be sure to see the section In Blackbaord: LTI Links and Course Copy.

Help

Please visit our SoftChalk Support webpage. For purchase information, please contact sales@softchalk.com.

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