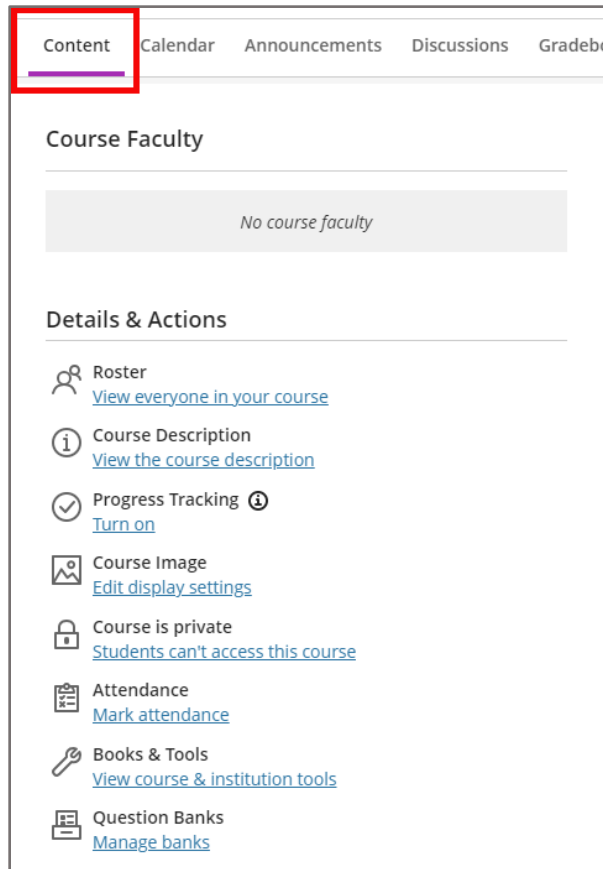


How to Import and Enable a JB Learning LTI-Based Cartridge in Blackboard Ultra

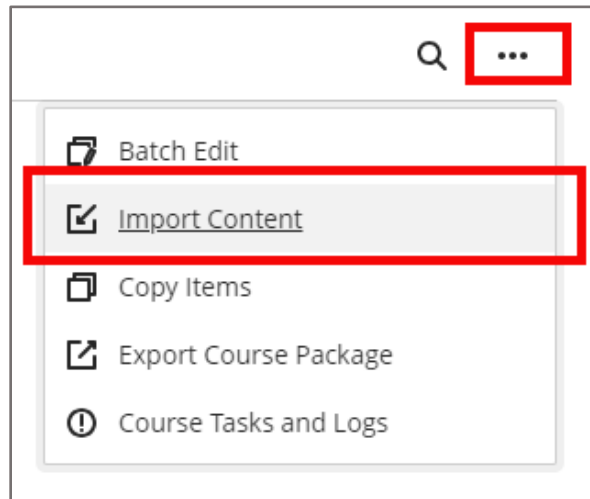
This document provides steps to import the LTI-based IMSCC cartridge and set up the JB Learning LTI Tool Provider at the system-level in the Blackboard Ultra Learning Management System (LMS). The steps below reflect a common and recommended approach for uploading and enabling our LTI content within your LMS. Screenshots are provided for illustrative purposes and may not match your platform exactly. Navigation elements may vary depending on your version and system configurations.

1. First, create a new Blackboard Ultra Course. Each cartridge file provided represents an individual course. We recommend creating a new course shell for each course cartridge, if applicable.
2. Navigate to **Content** in the main menu.

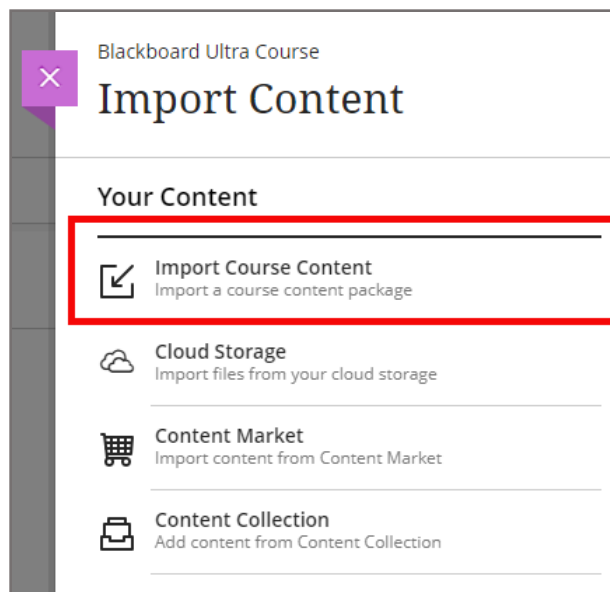


Technical Support: www.jblearning.com/techsupport | support@jblearning.com | 1-978-443-5000 | M-F 8:30am – 8:00pm

3. Click on the ellipsis to the right of the Course Content and then **Import Content**.

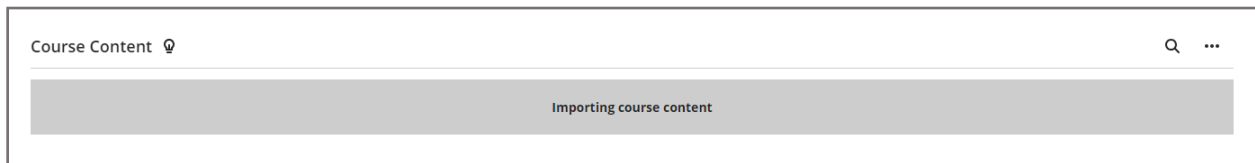
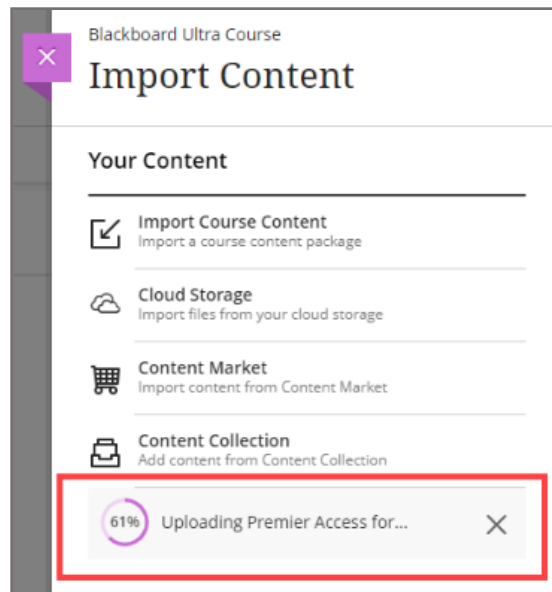
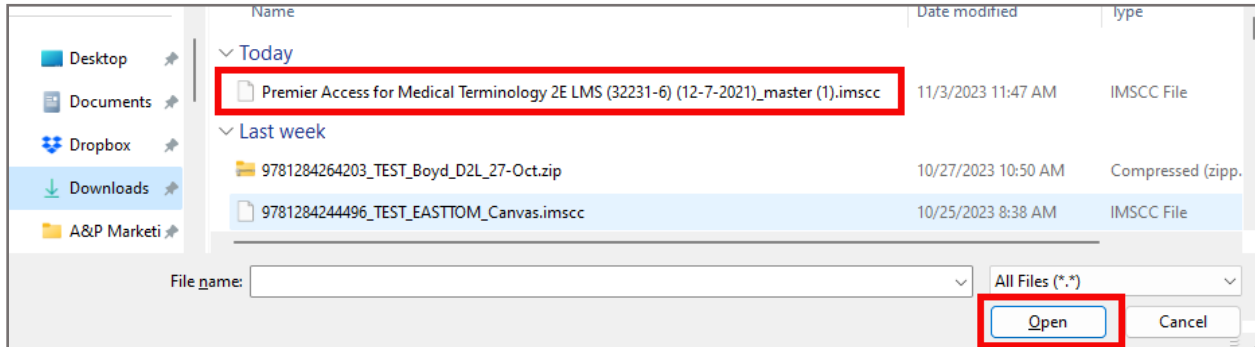


4. Click on **Import Course Content**.



Technical Support: www.jblearning.com/techsupport | support@jblearning.com | 1-978-443-5000 | M-F 8:30am – 8:00pm

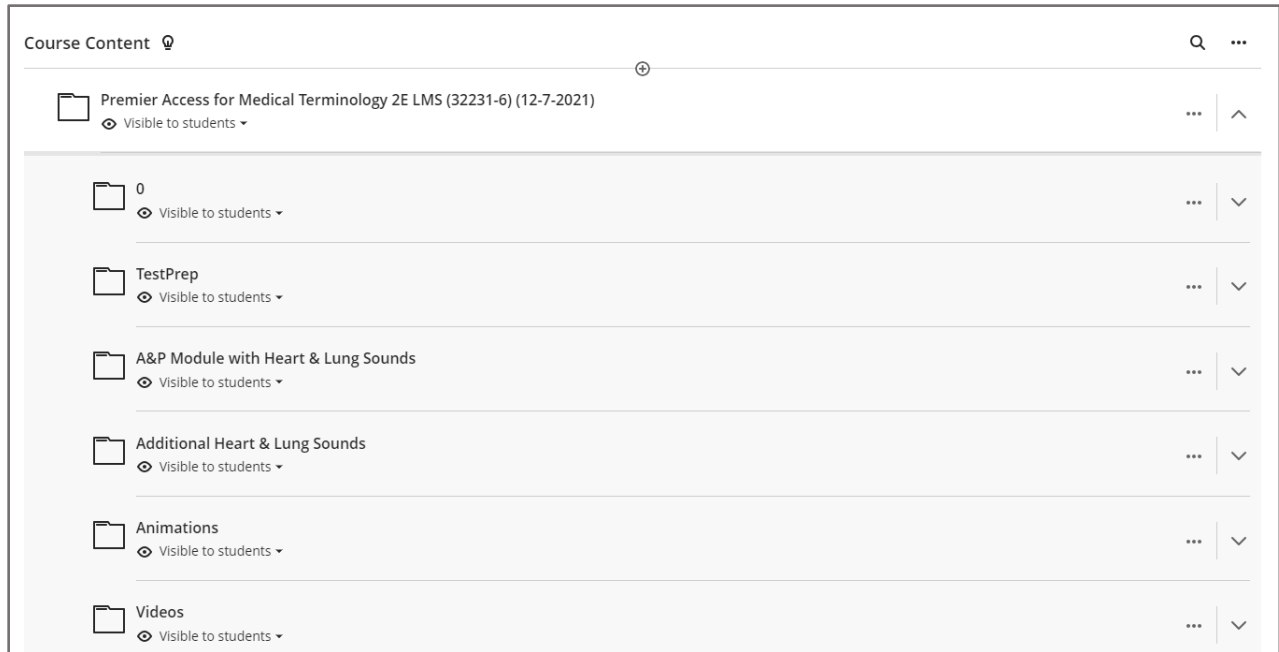
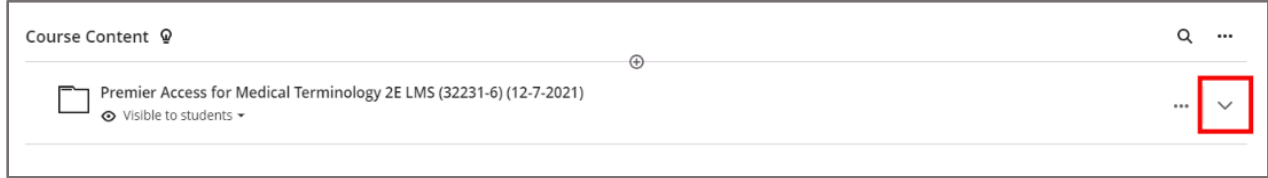
5. Navigate to the location where you saved the IMSCC file (likely Downloads) and choose the corresponding downloaded IMSCC file associated with the Blackboard Ultra course. Click on **Open**. Blackboard Ultra will begin the import process.



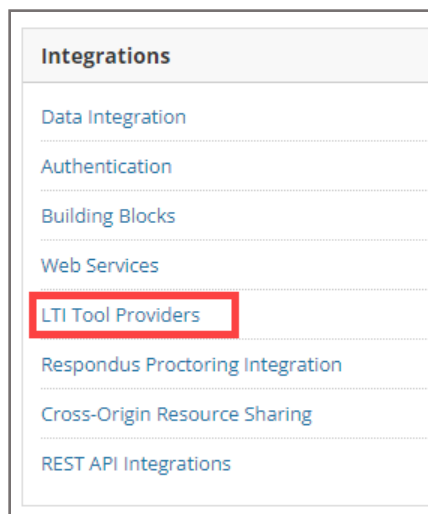
Technical Support: www.jblearning.com/techsupport | support@jblearning.com | 1-978-443-5000 | M-F 8:30am – 8:00pm



6. The imported material should now be visible in the Course Content. Click on the course to reveal its contents. This concludes the **File Import** of the LTI Cartridge in Blackboard Ultra. Next, you must configure the **LTI Tool** to enable access to the content.

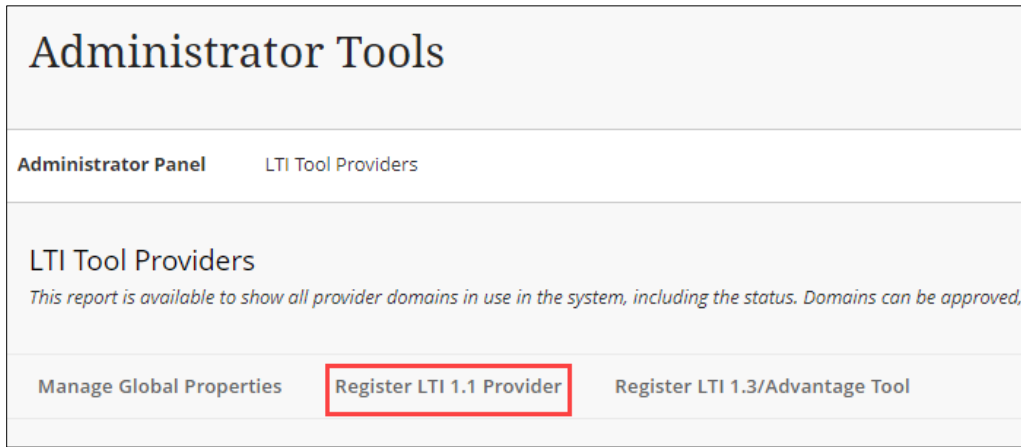


7. Log in to Blackboard as the **System Administrator**, click on the **Administrator Tools**, go to the **Integrations**, and click on **LTI Tool Providers**.



Technical Support: www.jblearning.com/techsupport | support@jblearning.com | 1-978-443-5000 | M-F 8:30am – 8:00pm

8. Click on **Register LTI 1.1 Provider**.



9. Enter the **Provider Domain**: *lti.jblearning.com*. Ensure the **Provider Domain Status** is set to **Approved**.

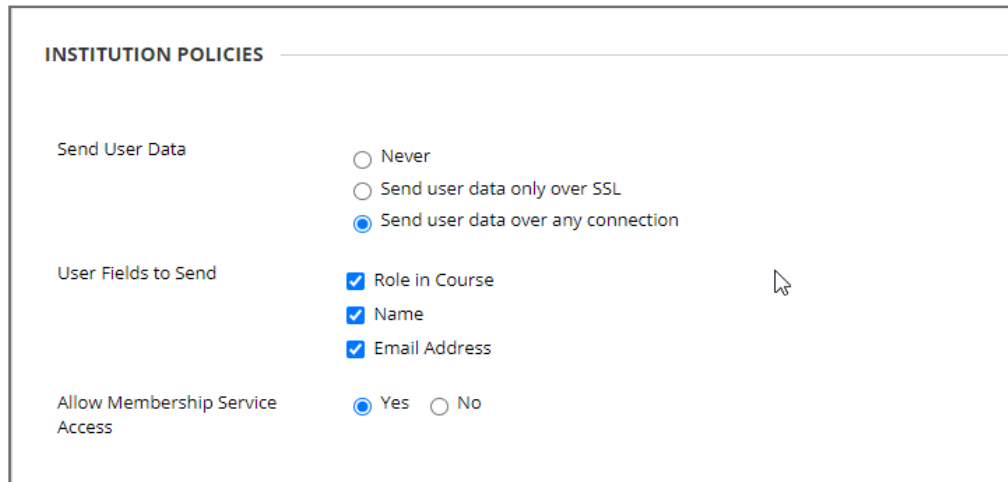
The screenshot shows the 'LTI Tool Providers' configuration form. It has a header 'PROVIDER DOMAIN STATUS'. Below that, there are three fields: 'Provider Domain' with the value 'lti.jblearning.com' (highlighted with a red box), 'Provider Domain Status' with the radio button 'Approved' selected (highlighted with a red box) and 'Excluded' unselected, and 'Secondary Hostnames' with an empty text area.

10. Select **Set Globally**, then enter the provided **Tool Provider Key** and **Tool Provider Secret**.

The screenshot shows the 'DEFAULT CONFIGURATION' form. It has a header 'DEFAULT CONFIGURATION'. Below that, there are three fields: 'Default Configuration' with the radio button 'Set globally' selected (highlighted with a red box) and 'Set separately for each link' unselected, 'Tool Provider Key' with the value 'PROVIDED KEY' (highlighted with a red box), and 'Tool Provider Secret' with the value 'PROVIDED SECRET' (highlighted with a red box). There is also a 'Tool Provider Custom Parameters' field with an empty text area.

Technical Support: www.jblearning.com/techsupport | support@jblearning.com | 1-978-443-5000 | M-F 8:30am – 8:00pm

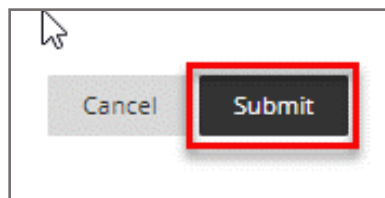
11. Ensure **Institution Policies** options are configured as displayed in the image below.



The screenshot shows a configuration panel titled "INSTITUTION POLICIES". It contains three sections of settings:

- Send User Data:** Three radio button options: "Never", "Send user data only over SSL", and "Send user data over any connection". The "Send user data over any connection" option is selected.
- User Fields to Send:** Three checked checkbox options: "Role in Course", "Name", and "Email Address".
- Allow Membership Service Access:** Two radio button options: "Yes" and "No". The "Yes" option is selected.

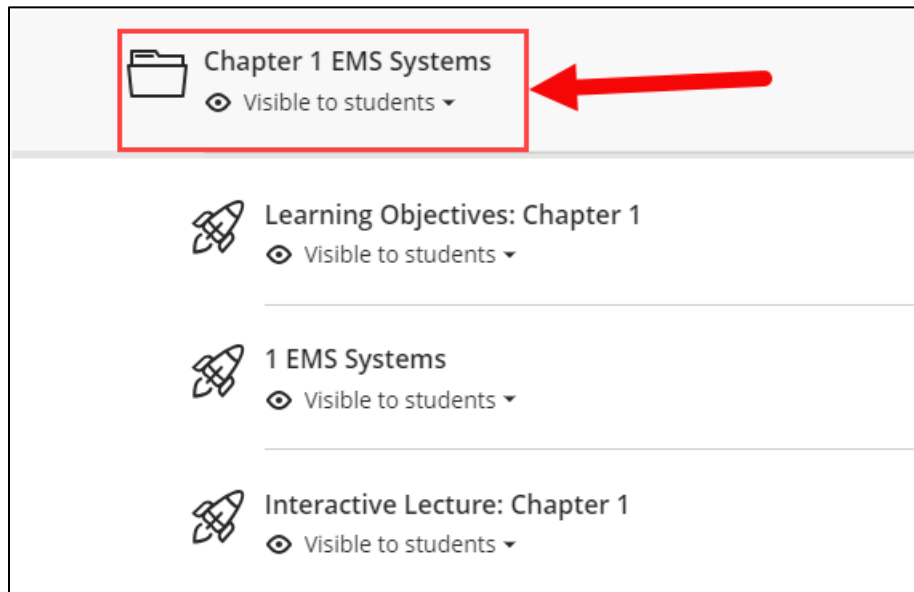
12. Click **Submit**.



Enabling LTI Graded Activities in Blackboard Ultra

Where applicable, certain LTI links connect to modules which report grades for student attempts. Examples include eBook Quizzes and select Interactive Lectures. Applicable links must be manually adjusted to enable grade reporting in Blackboard. Please consult with your Sales Representative if you are uncertain if your course contains activities intended to return grades.

1. Navigate to the chapter containing gradable items.



2. To the right of the item you would like to convert to a graded activity, click on the **ellipsis (...)** and select **Edit**.



Technical Support: www.jblearning.com/techsupport | support@jblearning.com | 1-978-443-5000 | M-F 8:30am – 8:00pm

3. Under **Grading** in the side menu that displays, check the box next to the **Create gradebook entry for this item** option. Then adjust the grading parameters as desired and click **Save**.

EMT12eUltra

Interactive Lect...

Visible to students

LTI Link Details

You'll need this information to establish an LTI connection. Check with your tool provider if you can't find these:

*** Configuration URL**

https:// lti.jblearning.com/lti_activity/65c

[Add Custom Parameters](#)

Open in new window

Allow class conversations

Grading

Create gradebook entry for this item

Due date

1/26/24 1:49 PM

Grade using Points

Maximum points 100

Grade category

Cancel Save

Technical Support: www.jblearning.com/techsupport | support@jblearning.com | 1-978-443-5000 | M-F 8:30am – 8:00pm

4. To confirm this activity is now reporting to your gradebook, click on the **Gradebook** from the course navigation menu to observe the entry.

Content	Calendar	Announcements	Discussions	Gradebook	Messages	Analytics	Groups
Gradable Items Students							
Item ↕				Category ↕			
Interactive Lecture: Chapter 1 0 of 1 submitted				No Category			

If you are unable to locate your Key and Secret, please contact us at **support@jblearning.com** or dial **800-832-0034**.

Technical Support: www.jblearning.com/techsupport | support@jblearning.com | 1-978-443-5000 | M-F 8:30am – 8:00pm

