How to Import an LTI-based Cartridge and Enable the JB Learning LTI External Tool in Moodle

This document provides steps to import an LTI-based IMSCC Cartridge and enable the JB Learning LTI External Tool in the Moodle Learning Management System (LMS). The steps below reflect a common and recommended approach for uploading and enabling the LTI content within your LMS. Screenshots are provided for illustrative purposes and may not exactly match your system. Navigation elements may vary depending on your version of the platform and custom configurations.

- 1. First, create a new Moodle course shell. Each IMSCC file represents an individual course, and we recommend creating a new course shell to upload each LTI IMSCC file.
- 2. Ensure you are logged into Moodle as the **System Administrator** then click on **Site Administration**.

■ DEMO	🌲 🧔 Admin User 🦳 🔹
🕸 Dashboard	CDX Demo
希 Site home	Dashboard / Site administration / Search Blocks editing on
🛗 Calendar	
Private files F Site administration	Your site is not yet registered. O Register your site
	Site administration

3. Once on the Site administration page, click on the Courses tab.

Site administration	
	Search
Site administration Users Courses	ugins Appearance Server Reports Development
	Notifications Registration Advanced features Assignment upgrade helper

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

CDX Learning Systems





4. From the **Courses** tab, under the **Courses** heading, click on **Restore Course**.

Site administration	Search	
Site administration Users Cour Courses	s Grades Plugins Appearance Server Reports Development Manage courses and categories Add a category Restore course Course default settings Course request Upload courses	

 Drag and drop the downloaded IMSCC file associated with the Moodle course into the Import a backup file field displayed.

Import a backup file					
Files	0	Choose a file			
	P	roduction-Test-Preferred ASE 1 Engine Repair LTI Master Course	-Dan G (1).imscc		
There : 🕹 Downloads		Restore		- 0	×
$\leftarrow \rightarrow \uparrow \uparrow \downarrow \rightarrow$ This PC	> Download	5	v ຽ ,⊃ Searc	h Downloads	
Filen		Name	Date modified	Type	^
 > # Quick access Manu > OneDrive - Ascend Learning > Desktop USE > Documents 	9	Production-Test-Preferred ASE 1 Eng Earlier this year (92)	ine Repair LTI Master Cou 6/9/2020 12:25 PM	IMSCC File	v
Filen > E Pictures 112 items 1 item selected 44.0) KB	v «			,

6. Wait for the file name to load and turn blue, then click on **Restore.**

Import a backup	file	Choose a file
		Production-Test-Preferred ASE 1 Engine Repair LTI Master Course-Dan G (1) imscc
There are required fields in this	form marked	Restore

CDX Learning Systems





7. Click Continue.

Backup details	
The selected file is not a stan	lard Moodle backup file. The restore process will try to convert the backup file into the standard format and then restore it.
Format	IMS Common Cartridge 1.1
Type	Course

8. Under **Restore as a new course,** select the **Category** to which you would like to add the course. Click **Continue.**

Restore as a new course			
Restore as a new course	۲		
Select a category		Name	Description
	0	Miscellaneous	
	0		
	0		
	0		
	0		
	0		
	۲	LTI Import Demo	
		Search	
	Co	ntinue	







9. On the **Restore settings** page, scroll down to the bottom, and click on **Next.**

Restore settings	
Include enrolled users	×
include enrolment methods	No •
Include user role assignments	×
	Include activities and resources
	Include blocks
Include filters	×
Include comments	X
Include badges	×
Include calendar events	×
Include user completion details	×
Include course logs	×
Include grade history	×
	Include groups and groupings
Include competencies	× či
	Cancel Next

10. On the **Course settings** page, scroll down and click on **Next**.

Previous	Cancel Next
----------	-------------

11. Then, on the next page, scroll to the bottom and click on **Perform restore**.









12. Upon receiving the Course Restored Successfully notice, click on Continue.

CDX Demo Dashboard / Site administration / Courses / Restore course	
1. Confirm = 2. Destination = 3. Settings = 4. Schema = 5. Review = 6. Process = 7. Complete	
The course was restored successfully, clicking the continue button below will take you to view the course you restored.	×
Continue	_

13. The course will automatically open. This concludes the **Import** of the LTI IMSCC Cartridge in your Moodle LMS, and you must now configure the **LTI Tool Provider** in Moodle.



14. Click on Site administration.

≡ DEMO	🌲 🙍 Admin User 🔘 🔻
🚯 Dashboard	CDX Demo
希 Site home	Dashboard / Site administration / Search Blocks editing on
🛗 Calendar	
Private files Site administration	Your site is not yet registered. Register your site
	Site administration







15. From the Site administration page, select the Plugins tab.

Site administ	ration							
						Search		
Site administration	Users	Courses	Grades	Plugins	Appearance	Server	Reports	Development

16. Under Plugins, scroll to the Activity modules section and click on Manage tools (Just below

External tool).

Site administratio	on Users Cour	ses Grades	Plugins Appearance Server Reports Development
Plu	ugins		Install plugins Plugins overview
Ac	tivity modules:		Manage activities Common activity settings Assignment Assignment settings Submission plugins Manage assignment submission plugins File submissions Online text submissions Feedback plugins Manage assignment feedback plugins Feedback pDF File feedback Offline grading worksheet Book Chat Database External tool Manage tools Feedback File
			Falde.

17. From the **Manage tools** page, click on **configure a tool manually.**

Manage tools	
Add tool	
Tool URL Add	
Alternatively, you can configure a tool manually.	
Manage preconfigured tools Manage external tool registrations	







18. On the External tool configuration page, under Tool settings, enter the required Tool name: *JB Learning LTI Tool*, or a name of your choosing, and Tool URL: *https://lti.jblearning.com*

External too	ol configuration	
 Tool setting 	JS	Expand all
Tool name	Ascend LTI Tool	
Tool URL	ttps://lti.jblearning.com	
Tool description	0	

19. Enter the provided **Consumer key.**

External tool	configu	uration	
			Expand all
Tool settings	5		
Tool name	00	Ascend LTI Tool	
Tool URL	00	https://lti.jblearning.com	
Tool description	0		
Consumer key	0	Provided Key	
Shared secret	0	Click to enter text 🖋 👁	







External too	l configu	uration		
			\searrow	Expand all
Tool setting:	s			
Tool name	00	Ascend LTI Tool		
Tool URL	00	https://lti.jblearning.com		
Tool description	0		1	
Consumer key	0	Provided Key		
Shared secret	0	Provided Secret Press enter to save changes		

21. Scroll down on the **External tool configuration** page and click on **Privacy.** These settings control what information your Moodle environment sends to JB Learning's platform during an LTI Launch. We recommend applying the following settings:

- a. Share launcher's name with tool: Always share the launcher's information.
- b. Share launcher's email with tool: Always share the launcher's information.
- c. Accept grades from the tool: **Delegate to teacher** (this allows the teacher to choose which grades report to the Moodle gradebook)

Privacy Share launcher's name with tool	0	Always 🗢
Share launcher's email with tool	0	Always 🗢
Accept grades from the tool	0	Delegate to teacher 🗢
		Force SSL







22. Scroll to the bottom and click on **Save Changes**.



If you cannot locate your key and secret, please contact us at **support@jblearning.com** or dial **800-832-0034.**





