



&



**Blackboard**



Adobe Connect

LTI Integration

User Guide (Version 1.5.4)



**eSyncTraining**

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# & Adobe Connect

User Guide

Version 1.5.4

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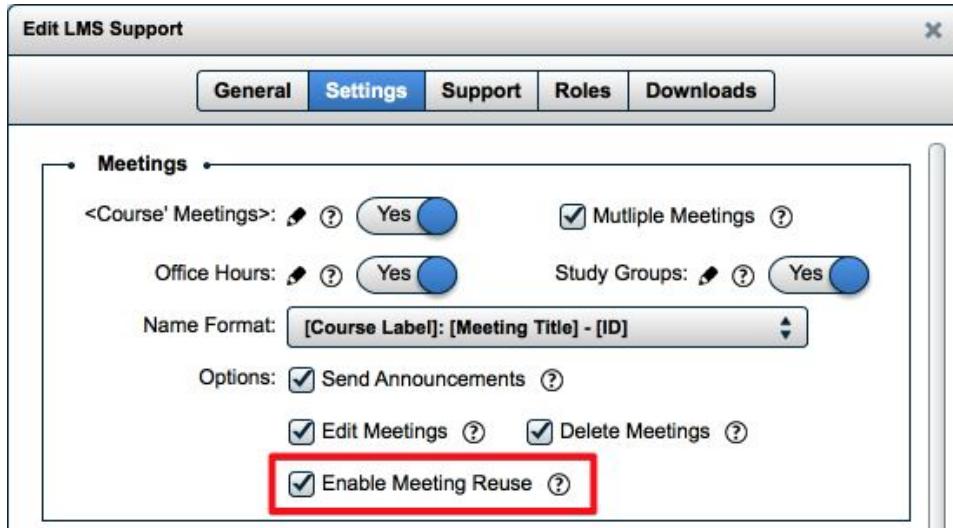
[Using Admin Credentials](#)

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## What's New In v1.5.4?

### Enabling Meeting Reuse

On the EduGame Cloud LMS license *Settings* page user can enable the **Meeting Reuse** option.



This setting allows teacher to reuse meetings that already exist in Adobe Connect.

Open the *Adobe Connect LTI* and click on the **Add Meeting** button, open the **Use Existing Meeting** tab and search for the required meeting.

Select the required meeting from the list, choose the how you want to add participants:

- **Clean** option will overwrite existing participants in the meeting with users enrolled in the current course
- **Merge** option will add users enrolled in the current course to existing participants in the meeting

Click on the **Next** button.

The screenshot shows the 'Meeting Information' tab selected in the Adobe Connect interface. A search bar contains the text 'marketing'. The 'Use Existing Meeting' button is highlighted with a red box and labeled '1.'. Below it, the 'Participants:' section shows two radio buttons: 'Clean' (unchecked) and 'Merge' (checked), labeled '3.'. A list of meetings is displayed, with the entry '[24] USD Marketing 101' highlighted with a red box and labeled '4.'. At the bottom, the 'Save' and 'Next' buttons are shown, with 'Next' highlighted with a red box and labeled '5.'

Name	Url
[154] Marketing 101 - Virtual Classroom	/r64u296mjqj/
[157] Virtual Classroom M1 Marketing	/r3pzmt4grw6/
[24] USD Marketing 101	/r6dcbpbasi1/
[59] Marketing 101	/r6k2s6kf608/
28 [USD] USD Marketing	/r57van6ei4o/
30 [BC] BC Marketing	/r7kl5q7mexb/
35 [Marketing] Recording Test	/r4jrjvi6549/

Review the participants and click on the **Save** button to complete the process.

# Course Administrator Guide

## Add Adobe Connect LTI Link to the Course

On the *Home* screen navigate to **System Admin** tab.

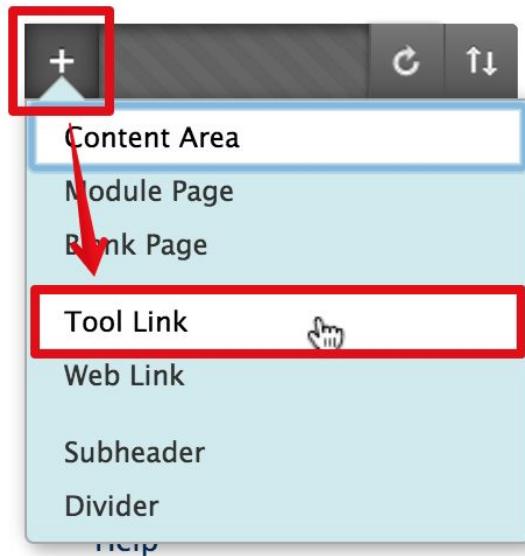
Click on the **Course Settings** link.

The screenshot shows the Blackboard Learn Administrator Panel. At the top, there is a navigation bar with tabs: My Organization, Courses, Community, Content Collection, Services, and System Admin. The System Admin tab is highlighted with a red box and has a red arrow pointing towards it from the text above. Below the navigation bar, the title "Administrator Panel" and "Blackboard Learn+ Release 9.1.140152.0" are displayed. On the right side, there is a user profile icon and some system information: "Products: Course Delivery, Community Engagement, Content Management", "Login: Mike Kollen (mike@esynctraining.com)", and "Theme: Bb Learn 2012". The main content area is divided into several sections: "Users" (with links to Users, Customize User Information, Constituencies, System Roles, and Course/Department Roles), "Help" (with links to Blackboard Help for Administrators, Behind the Blackboard™, Local Support Contact, On-Demand, and Blackboard Developer Network), "Security" (with links to SSL Choice, Privileges, Session Fingerprint Settings, Gateway Options, Alternate Domain for Serving Content, Safe HTML Filters, and Input Validation Filter), "Courses" (with links to Courses, Course Settings, Course Catalog, and Move Files to Course Files; the "Course Settings" link is highlighted with a red box and has a red arrow pointing to it from the text above), "Cloud Management" (with links to Software Updates, Cloud Connector, xpLor Settings, and Partner Cloud Settings), and "Building Blocks" (with links to Data Integration and Authentication).

Click on the **Course Menu and Structures** link.

The screenshot shows the 'Course Settings' page. On the right side, there are three sections: 'Default Course Properties', 'Course Images', and 'Course Menu and Structures'. The 'Course Menu and Structures' section is highlighted with a red box. Below it, a note says: 'Define a default Course Menu for new courses and manage the availability of course structures.'

In the *Create Default Menu* section click on the + icon and select the **Tool Link** option.



Enter the **Name**, select the correct **Type** from the drop-down menu, select the **Available to Users** checkbox and click on the **Submit** button.

The screenshot shows the 'Add Tool Link' dialog box. It contains fields for 'Name' (set to 'Adobe Connect'), 'Type' (set to 'Adobe Connect LTI'), and a checked 'Available to Users' checkbox. At the bottom are 'Cancel' and 'Submit' buttons. A 'Help' link is visible at the bottom left of the dialog.

On the *Home* screen click on **Launch the Course Creation Wizard** link.

A screenshot of the Blackboard Home screen. At the top left, there is a dropdown menu labeled "Course Creation Wizard". Below it, a callout box contains the text "Create courses using an easy step-by-step wizard approach." with a red border around the "Launch the Course Creation Wizard." link.

Run through the wizard and create a course.

On the *Home* screen navigate to **Courses** tab. Select the required course from the list.

A screenshot of the Blackboard Courses tab. The top navigation bar has tabs for "My Organization", "Courses" (which is highlighted with a red box), "Community", "Content Collection", "Services", and "System Admin". Below the tabs, there are two main sections: "Course List" and "Course Catalog". The "Course List" section shows a list of courses where the user is an instructor. One course, "spanish101: Spanish Course", is highlighted with a red box and has a red arrow pointing from the "Courses" tab above it. Other courses listed include "101: ACP 101". The "Course Catalog" section has a "Browse Course Catalog" button.

On the *Course Home Page* click on **Adobe Connect** link to open the application.

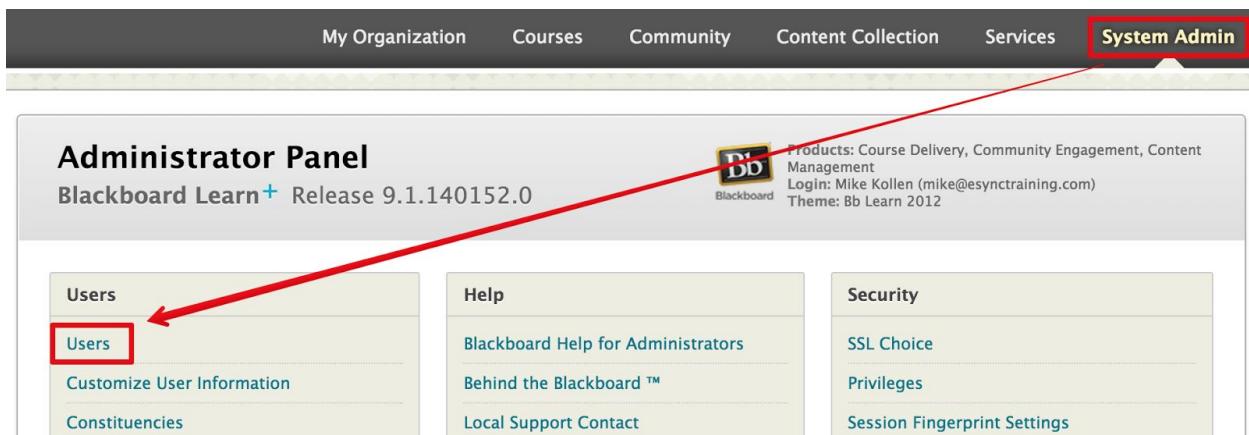
A screenshot of the Blackboard Course Home Page for the "Spanish Course". The left sidebar shows course navigation links: "Home Page", "Information", "Content", "Discussions", "Groups", "Tools", "Help", and "Adobe Connect", which is highlighted with a red box. The main content area displays the "Home Page" with a "Add Course Module" button, "My Announcements" section (showing "No Courses"), and "My Tasks" section (showing "My Tasks:").

# Add or Reuse Existing Users to the Course to Add to Adobe Connect Meeting

## Add a New User to Your Blackboard Account

On the *Home* screen navigate to **System Admin** tab.

Click on the **Users** link.



The screenshot shows the Blackboard Learn Administrator Panel. At the top, there is a navigation bar with tabs: My Organization, Courses, Community, Content Collection, Services, and System Admin. The System Admin tab is highlighted with a red box and has a red arrow pointing to it from the previous step. Below the navigation bar is the Blackboard logo and some system information: Products: Course Delivery, Community Engagement, Content Management; Login: Mike Kollen (mike@esynctraining.com); Theme: Bb Learn 2012. The main content area is titled "Administrator Panel" and "Blackboard Learn + Release 9.1.140152.0". It contains three main sections: "Users" (with a red box around the "Users" link), "Help" (with links to Blackboard Help for Administrators, Behind the Blackboard™, and Local Support Contact), and "Security" (with links to SSL Choice, Privileges, and Session Fingerprint Settings).

Click on the **Create User** button.



The screenshot shows the "Users" page in the Blackboard Learn interface. At the top left is a gear icon and the word "Users". Below that is a header bar with "Create User" (highlighted with a red box) and "Batch Actions". A search bar at the bottom left includes fields for "Username" and "Contains" with a dropdown arrow, and a "Go" button. The main content area is currently empty, showing the heading "Users".

Populate the following form and click on the **Submit** button to finish the process.

**Create User**

*Information about users is stored in a User Profile. It is possible to set which the fields of data in the User Profile are displayed to users and which are editable by users. [More Help](#)*

\* Indicates a required field.

**PERSONAL INFORMATION**

Title	<input type="text"/>
* First Name	<input type="text"/>
Middle Name	<input type="text"/>
* Last Name	<input type="text"/>
Suffix	<input type="text"/>
Other Name	<input type="text"/>
Email	<input type="text"/>
Learner ID	<input type="text"/>

**ACCOUNT INFORMATION**

* Username	<input type="text"/>
* Password	<input type="text"/>
* Verify Password	<input type="text"/>

## Enroll Users to the Course

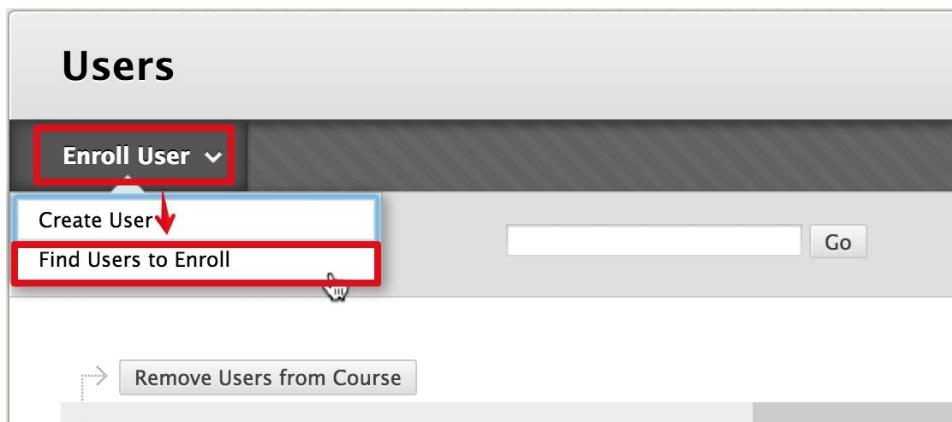
On the *Home* screen navigate to **Courses** tab. Select the required course from the list.

The screenshot shows the Blackboard Home screen with a navigation bar at the top containing links for My Organization, Courses (which is highlighted with a red box), Community, Content Collection, Services, and System Admin. Below the navigation bar is a 'Course List' section. A red arrow points from the 'Courses' tab in the navigation bar down to the 'spanish101: Spanish Course' link in the 'Course List' section, which is also highlighted with a red box. The 'Course Catalog' section is also visible on the right.

On the *Course Home Page* click on **Users** link.

The screenshot shows the 'Spanish Course' Home Page. On the left, there is a sidebar with various course management links. Under the 'Users and Groups' section, the 'Users' link is highlighted with a red box. The main content area displays course announcements and tasks.

Click on the **Enroll User** button and from the drop-down menu select the **Find Users to Enroll** option.



Enter the required **Username** and click on the **Submit** button.

A screenshot of a 'ENROLL USERS' form. The form has a header that says 'Enter one or more Usernames. Separate multiple Usernames with commas. Click **Browse** to search.' Below this, there is a field labeled 'Username' with a red asterisk (\*) next to it. A red box highlights this field. To the right of the input field is a 'Browse...' button. Below the input field, there is a 'Role' dropdown menu set to 'Learner'. Underneath the role selection, there is a section for 'Enrollment Availability' with two radio buttons: 'Yes' (selected) and 'No'. At the bottom of the form, there is a note: 'Click **Submit** to proceed. Click **Cancel** to go back.' A red arrow points from the 'Username' field towards the 'Submit' button. The 'Submit' button is highlighted with a red box. There are also 'Cancel' and 'Help' buttons at the bottom.

## Create a New Adobe Connect Meeting

On the *Home* screen navigate to **Courses** tab. Select the required course from the list.

The screenshot shows the Adobe Connect Home screen. At the top, there is a navigation bar with tabs: My Organization, Courses (which is highlighted with a red box), Community, Content Collection, Services, and System Admin. Below the navigation bar, there are two main sections: "Course List" on the left and "Course Catalog" on the right. The "Course List" section contains a list of courses where the user is an instructor. One course, "spanish101: Spanish Course", is highlighted with a red box. The "Course Catalog" section has a "Browse Course Catalog" button. A red arrow points from the text "Select the required course from the list." to the "spanish101: Spanish Course" entry in the Course List.

On the *Course Home Page* click on **Adobe Connect** link to open the application.

The screenshot shows the Course Home Page for the "Spanish Course". The page has a sidebar on the left with links: Home Page, Information, Content, Discussions, Groups, Tools, Help, and Adobe Connect. The "Adobe Connect" link is highlighted with a red box. The main content area shows a "Home Page" header with an "Add Course Module" button. Below it are sections for "My Announcements" (which says "No Courses") and "My Tasks" (which says "My Tasks:").

Click on the **Add Meeting** button.

**Meetings List**

The screenshot shows the Meetings List screen. It has a "Course Meetings" section which displays the message "Currently there are no meetings. Please add." and an "Add Meeting" button. In the top right corner, there is a "Settings" link.

Populate the following form and click on the **Next** button.

\*NOTE: **Optional** section is collapsed by default.

[Meetings List](#) > **Meeting Information**

Meeting Information Participants Settings

**Required**

Name:

Select Template:

**Optional**

Custom URL:

Summary:

Start Time:

Duration:

Access:

Only registered users  
 Registered users and accepted guests  
 Anyone who has the URL for the meeting

Cancel Save Next

Map Blackboard users to Adobe Connect roles. Select any user in the right section and input the required AC role by selecting it from the **Set User Role** drop-down menu.

[Meetings List](#) > **Participants**

The screenshot shows a web-based application for mapping Blackboard users to Adobe Connect roles. The interface is divided into two main sections: 'Blackboard Available Users' on the left and 'Adobe Connect Participants' on the right. At the bottom, there are several action buttons.

**Blackboard Available Users (4)**

- Student (3)
  - Vadim Adashkevich
  - Melissa Sieben
  - Kelsea Tower
- Teacher (1)
  - Mike Kollen

**Adobe Connect Participants (4)**

- Host (1)
  - Mike Kollen
- Participant (3)
  - Vadim Adashkevich
  - Melissa Sieben
  - Kelsea Tower

**Action Buttons:**

- Sync Users
- Add
- Set User Role (dropdown menu)
- Remove

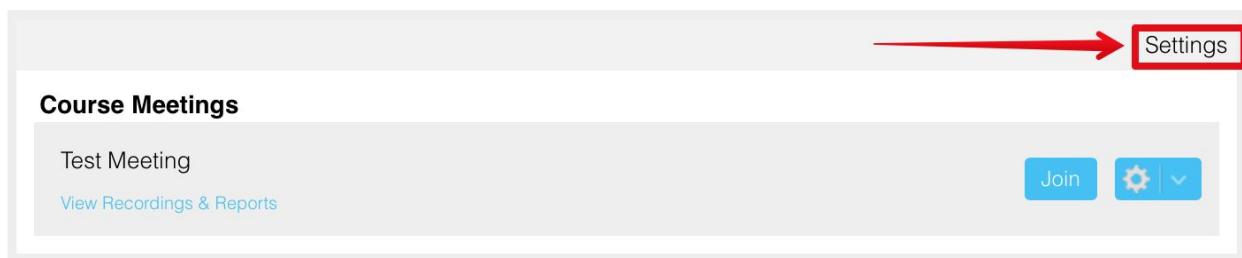
Default LMS to Adobe Connect roles mapping:

LMS	Adobe Connect
Course Builder	Presenter
Evaluator	Presenter
Instructor	Host
Learner	Participant
Teaching Assistant	Presenter
Guest	Participant

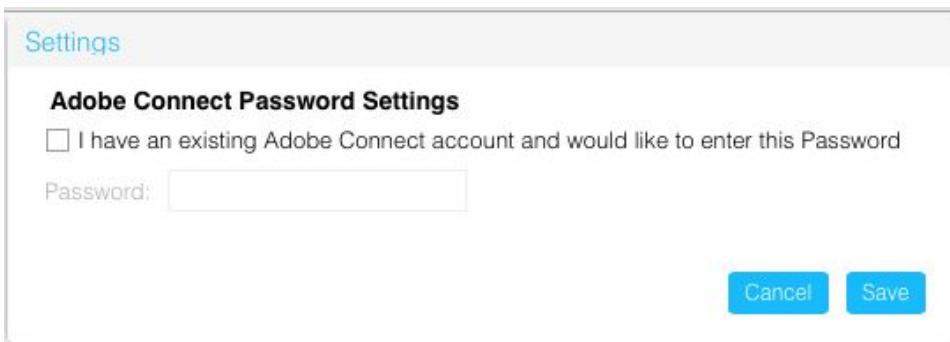
Click on the **Finish** button to complete the process.

Each Blackboard user has a possibility to set Adobe Connect Password rule clicking on **Settings** link.

**Meetings List**



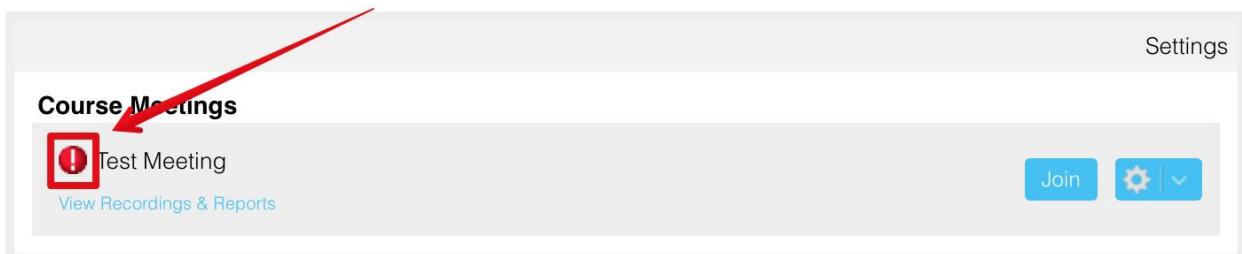
Mark the check-box confirming that you have an Adobe Connect account created using the same email as in Blackboard, enter your Adobe Connect password and click Save button to use this account.



In case you don't have an Adobe Connect account and want to generate a random password every time you join Adobe Connect meeting click Save button and it will be done automatically.

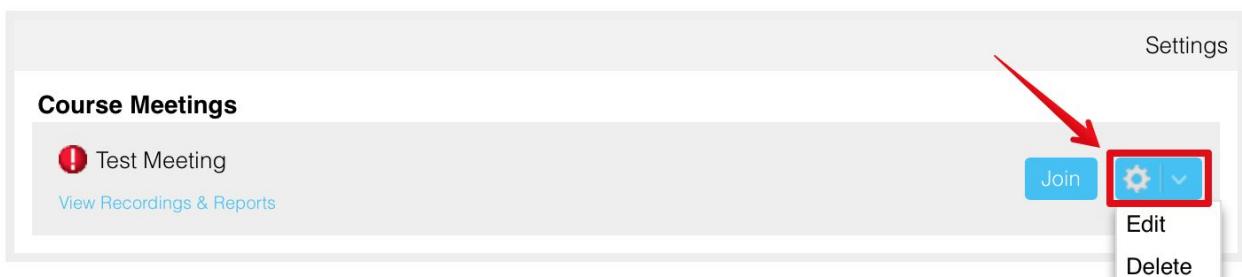
If a student adds late to the course, *Alert* icon will appear next to the meeting name in the **Meeting Information** tab.

**Meetings List**



Click on the Gear icon and select **Edit** from the dropdown list.

**Meetings List**



Navigate to the **Participants** tab and observe the **Blackboard Available Users** list. New students should be marked with *Red Dot* icon.

Click on the **Sync Users** to add all new user to Adobe Connect meeting.

[Meetings List](#) > [Participants](#)

The screenshot shows the 'Participants' tab in the 'Meetings List'. At the top, there are three tabs: 'Meeting Information' (highlighted in blue), 'Participants' (selected), and 'Settings'. The 'Participants' section is divided into two main sections: 'Blackboard Available Users (5)' on the left and 'Adobe Connect Participants (4)' on the right.

**Blackboard Available Users (5):**

- Student (4)
  - Vadim Adashkevich
  - Paul Green ●
  - Melissa Sieben
  - Kelsea Tower
- Teacher (1)
  - Mike Kollen

**Adobe Connect Participants (4):**

- Host (1)
  - Mike Kollen
- Participant (3)
  - Vadim Adashkevich
  - Melissa Sieben
  - Kelsea Tower

At the bottom of the interface, there are several buttons: a Refresh icon, a 'Sync Users' button (which is highlighted with a red box), an 'Add' button, a 'Set User Role' dropdown menu, and a 'Remove' button.

Select the user in the right section and input the required AC role by selecting it from the **Set User Role** drop-down menu.

Refresh the Blackboard Available Users list by clicking on the **Refresh** button.

To navigate back to the *Start screen* click on the **Meetings List** link.

The screenshot shows a software interface with a navigation bar at the top. The first item in the bar, "Meetings List", is highlighted with a red box and has a red arrow pointing to the right towards the second item, "Participants". Below the navigation bar, there are two main sections: "Blackboard Available Users (5)" and "Adobe Connect Participants (4)". Under "Blackboard Available Users", there are two categories: "Student (4)" and "Host (1)".

Category	Count
Blackboard Available Users	5
Student	4
Host	1
Adobe Connect Participants	4

## Adding Guests to Meeting

Open the *Adobe Connect LTI* and click on the **Gear** icon and select **Edit** from the dropdown list.

**Meetings List**



Navigate to the **Participants** tab and click on the **Add Guest** button.

**Meetings List > Participants**

A screenshot of the 'Participants' tab. At the top, there are tabs for 'Meeting Information' and 'Participants', with 'Participants' being the active tab. On the far right is a 'Settings' button. The main area is divided into two sections: 'LMS Available Users (4)' on the left and 'Adobe Connect Participants (4)' on the right. Both sections show lists of users with checkboxes next to their names. Below these sections are two search input fields labeled 'Search' and a row of buttons: a refresh icon, 'Sync Users', 'Add', 'Add Guest' (which is highlighted with a red box), 'Set User Role', and 'Remove'. A large red arrow points from the text above down to the 'Add Guest' button.

Teachers can add guest either by *Creating a New User* or by *Searching for an Existing User* in Adobe Connect.

To add a *New User* fill in all the required information on the **Add Guest** tab and click on the **Save** button.

New user will be created in Adobe Connect and added to the meeting.

**Add Guest**

Please either create a New User or search for an Existing User

**Add Guest | Add Existing User**

**New User Information**

First Name:

Last Name:

E-mail:

User Role:  ▼

**Login and Password**

Login:

New Password:

Retype Password:

E-mail the new user account information, login and password

Cancel Save



To add an *Existing User* in Adobe Connect search for the user on the **Add Existing User** tab, select the required user from the list and click on **Save with Role** button and select the required role for this user.

Selected user from Adobe Connect will be added to the meeting.

The screenshot shows the 'Add Guest' interface in Adobe Connect. At the top, there is a search bar with the text 'Stan'. Below the search bar, there are two tabs: 'Add Guest' and 'Add Existing User', with 'Add Existing User' being the active tab. A search result for 'Stan' is displayed, showing three entries:

Name	Login	E-mail
Stan Instru...	stan+instructor@esynctraining.com	stan+instru...
Stan Student	stan+student@esynctraining.com	stan+stude...

A red box highlights the 'Stan Student' entry. A large red arrow points from this entry down to the 'Save with Role' dropdown menu. This menu is also highlighted with a red box and contains the following options:

- Participant
- Presenter
- Host

Guest users should be marked with *Green Dot* icon in the *Adobe Connect Participants* list.

[Meetings List](#) > [Participants](#)

The screenshot shows the 'Participants' tab of the Adobe Connect interface. It is divided into two main sections: 'LMS Available Users (4)' on the left and 'Adobe Connect Participants (5)' on the right. In the LMS section, there are three 'Students' (Kelsea Tower, Melissa Sieben, Paul Green) and one 'Teacher' (Mike Kollen). In the Adobe Connect section, there is one 'Host' (Mike Kollen) and four 'Participants'. The participants from the LMS section are listed here: Kelsea Tower, Melissa Sieben, Paul Green, and Stan Student. A red arrow points to the green dot next to Stan Student's name, indicating that Stan is a guest user. Below the sections are search bars and action buttons: Sync Users, Add, Add Guest, Set User Role, and Remove.

LMS Available Users (4)		Adobe Connect Participants (5)	
<input type="checkbox"/> Students (3)		<input type="checkbox"/> Host (1)	
Kelsea Tower		Mike Kollen	
Melissa Sieben		Participants (4)	
Paul Green		Kelsea Tower	
<input type="checkbox"/> Teacher (1)		Melissa Sieben	
Mike Kollen		Paul Green	
		Stan Student	

Search  Search

Sync Users Add Add Guest Set User Role Remove

## Create an Office Hours Meeting (Optional)

Click on the **Add Meeting** button in the *Office Hours* section.

### Meetings List

The screenshot shows a user interface for managing meetings. At the top right is a "Settings" button. Below it are three main sections: "Course Meetings", "Office Hours", and "Study Groups".

- Course Meetings:** Contains a single meeting entry: "Test Meeting". To its right are "Join" and "Settings" buttons.
- Office Hours:** Displays the message "Currently there are no meetings. Please add." To the right is a prominent blue "Add Meeting" button, which is outlined in red in the image.
- Study Groups:** Displays the message "Currently there are no meetings. Please add." To the right is a blue "Add Meeting" button.

Populate the following form and click on the **Save** button.

[Meetings List](#) > **Office Hours Information**

Office Hours Information Settings

**Required**

Select Template:

**Optional**

Custom URL:

Summary:

Meeting Time:

Allow Guests

Cancel Save

\*NOTE: One common **Office Hours** meeting is created for all courses. When user creates Office Hours meeting in different course, it would be mapped to the same meeting, that was created before.

All students in the course will have access to the Office Hours meeting.

## Create a Study Group Meeting (Optional)

**Study Groups** option should be activated on the EduGame Cloud LMS license Settings page.



Open the *Adobe Connect LTI* and observe the *Study Groups* section.

Teachers can create multiple *Study Groups* as well as **Edit / Delete** student's *Study Groups* regardless of whether they are participants in the meeting or not.

### Meetings List

The screenshot shows the 'Meetings List' interface. It includes sections for 'Course Meetings' (with a 'Test Meeting' entry) and 'Study Groups'. The 'Study Groups' section lists 'Paul's Study Group' and 'Vadim's Study Group', each with 'Recordings | Reports' links. To the right of the 'Study Groups' list is a context menu with 'Add Meeting', 'Edit' (highlighted with a red box), and 'Delete' options. A red arrow points from the text above to the 'Edit' button in this menu. The 'Settings' tab is visible at the top right.

To create a Study Group meeting click on the **Add Meeting** button in the *Study Group* section.

#### Meetings List

The screenshot shows a user interface for managing meetings. At the top right is a "Settings" link. Below it are three main sections: "Course Meetings", "Office Hours", and "Study Groups".

- Course Meetings:** Contains a single entry: "Test Meeting". To its right are "Join" and "Settings" buttons.
- Office Hours:** Contains a single entry: "Mike Kollen's Office Hours (6pm-8pm)". To its right are "Join" and "Settings" buttons.
- Study Groups:** Displays the message "Currently there are no meetings. Please add." To its right is a prominent blue "Add Meeting" button, which is outlined in red in the image.

Add Blackboard users manually to Adobe Connect roles. Select any user in the right section and input the required AC role by selecting it from the **Set User Role** drop-down menu.

[Meetings List](#) > **Participants**

The screenshot shows a software interface for managing meeting participants. At the top, there are tabs: 'Study Group Information' (selected), 'Participants', and 'Settings'. Below the tabs, there are two main sections: 'Blackboard Available Users (5)' on the left and 'Adobe Connect Participants (1)' on the right.

**Blackboard Available Users (5):**

- Student (4):
  - Vadim Adashkevich
  - Paul Green
  - Melissa Sieben
  - Kelsea Tower
- Teacher (1):
  - Mike Kollen

**Adobe Connect Participants (1):**

- Host (1):
  - Mike Kollen

At the bottom of the interface are several buttons: a refresh icon, 'Sync Users', 'Add', 'Set User Role' (with a dropdown arrow), 'Remove', 'Back', and 'Finish'.

Click on the **Finish** button to complete the process.

Click on **Leave** button if you want to delete the invitation to someone's study group.

#### Meetings List

The screenshot shows a user interface for managing meetings. At the top right is a "Settings" button. Below it are three main sections: "Course Meetings", "Office Hours", and "Study Groups".

- Course Meetings:** Contains a "Test Meeting" entry with "View Recordings & Reports" and "Join" buttons.
- Office Hours:** Contains "Mike Kollen's Office Hours (6pm-8pm)" with "View Recordings & Reports" and "Join" buttons.
- Study Groups:** Contains two entries:
  - "Test Study Group" with "View Recordings & Reports" and "Join" buttons.
  - "Student's Study Group" with "View Recordings & Reports" and "Join" and "Leave" buttons. The "Leave" button is highlighted with a red border.

## Blackboard Announcements

Announcements are used to communicate with students about the logistics of your course. As soon as you have created a Meeting, a new announcement will appear on the *Home* page for all attendees.

The screenshot shows the 'My Announcements' section of the Blackboard Home page. It displays three announcements under 'Announcements Test 003' and one announcement under 'Demo Course 4'. The announcement from 'Announcements Test 003' is highlighted with a red box. A link 'A new Adobe Connect room was created for course Announcements Test 003' is also highlighted with a red box. At the bottom right, there is a link 'more announcements... →'.

No Organization Announcements have been posted in the last 7 days.

Announcements Test 003

› A new Adobe Connect room was created for course Announcements Test 003  
› A new Adobe Connect room was created for course Announcements Test 003  
› A new Adobe Connect room was created for course Announcements Test 003

Demo Course 4

› A new Adobe Connect room was created for course Demo Course 4

more announcements... →

Click on the **Announcement** and you will be navigated to the Course Announcement page.

Click on the **Adobe Connect** link to navigate to the Adobe Connect LTI application to join the meeting.

The screenshot shows a course announcement for 'Demo Course 4'. The announcement text is: 'A new Adobe Connect room was created for course Demo Course 4'. Below the text, it says 'Posted on: Tuesday, June 9, 2015 7:50:23 AM PDT'. To the right, there is a link 'Adobe Connect Conference section.' which is highlighted with a red box. At the top right, there are navigation links: 'Discussions', 'Course & Requirements', and 'View All'. On the far right, there is a sidebar with the text 'Posted by: Blackboard Admin | Last updated: June 9, 2015 | Posted to: Demo Course 4'.

Announcements

-Demo Course 4 Go

A new Adobe Connect room was created for course Demo Course 4

Posted on: Tuesday, June 9, 2015 7:50:23 AM PDT

Meeting "Nastya test meeting" will start 2015-06-09 at 05:48 PM. Its duration will be 01:00. You can join it in your [Adobe Connect Conference section.](#)

Posted by: Blackboard Admin | Last updated: June 9, 2015 | Posted to: Demo Course 4

# Adobe Connect Recordings

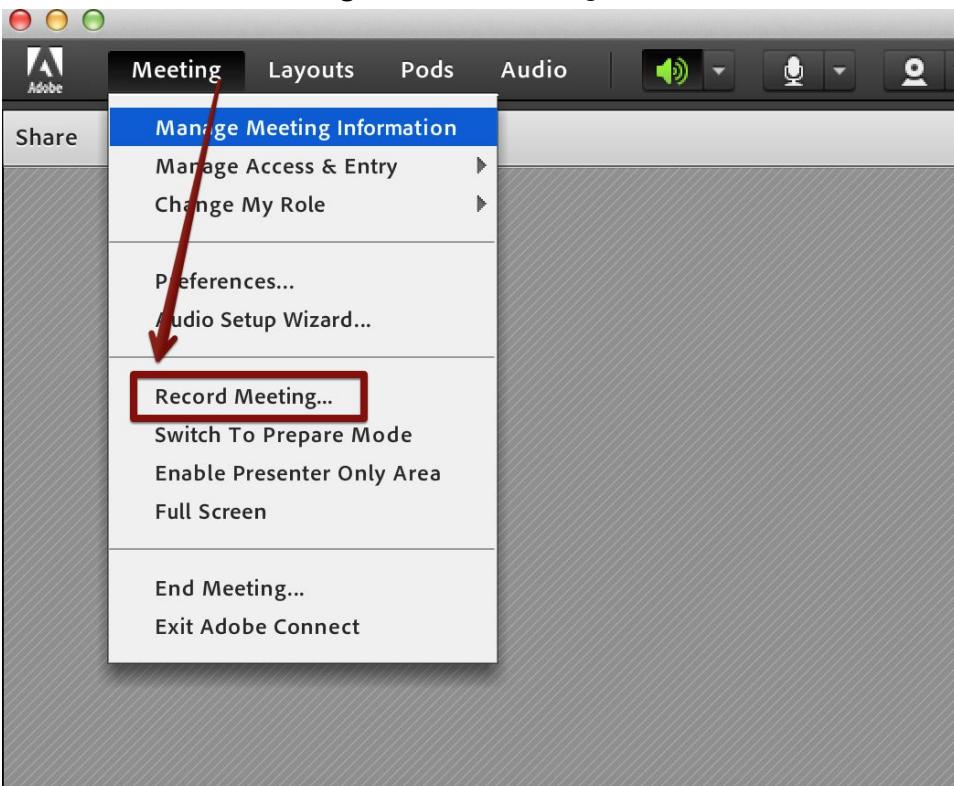
## Record the Meeting

Join the meeting.

Meetings List

The screenshot shows the 'Meetings List' section of the Adobe Connect interface. At the top right is a 'Settings' button. Below it, under 'Course Meetings', is a list item for 'Test Meeting'. To the right of this item are 'Join' and 'Settings' buttons. Below the list is a link 'View Recordings & Reports'.

Select the **Record Meeting** under the *Meeting* menu in the Adobe Connect room.



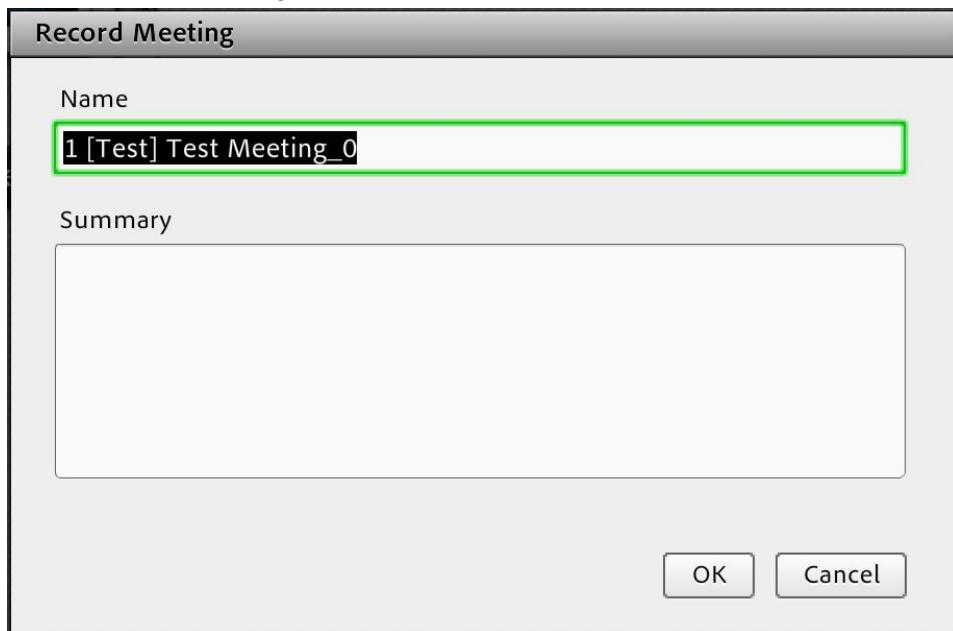
Populate the following form and click on the **OK** button to start the recording.

Record Meeting

Name  
1 [Test] Test Meeting\_0

Summary

OK Cancel



When the recording is done click on the **Stop Recording** button under the *Record Meeting* icon in the top right corner.



## View / Watch Recordings

Navigate back to Adobe Connect application in Blackboard page and click on the **View Recordings & Reports** link.

Meetings List

The screenshot shows the 'Meetings List' interface. At the top right is a 'Settings' icon. Below it, under 'Course Meetings', is a list item 'Test Meeting'. To the right of this item are three buttons: 'Join', a gear icon, and a dropdown arrow. A red arrow points from the text above to the 'View Recordings & Reports' button, which is highlighted with a red box.

Open the **Recordings** tab and click on the **Refresh** icon to get the latest list of the recordings for this meeting.

Meetings List > Recordings

The screenshot shows the 'Recordings' tab selected in the 'Meetings List > Recordings' interface. At the top right is a 'Settings' icon. Below it is a table header with columns: Name, Access, Recording Date, Duration, Actions, and Delete. A refresh icon is located at the top right of the table area. In the table, there is one row for a recording named '[46] Test Meeting\_0', which has a lock icon in the Access column, a timestamp of '01/21/15 2:13:46 AM' in the Recording Date column, and a duration of '00:00:12' in the Duration column. To the right of the recording name is an 'Actions' button with a dropdown arrow, and to its right is a delete icon.

Name	Access	Recording Date	Duration	Actions	Delete
[46] Test Meeting_0	🔒	01/21/15 2:13:46 AM	00:00:12	Actions   ▾	

Click on the recording's name to watch the meeting recording.

**Actions** drop-down menu located next to each recording allows you to *Edit Recording*, *Share it*, *Make FLV* and *Make MP4*.

[Meetings List](#) > [Recordings](#)

The screenshot shows a table of recordings. One recording is selected, highlighted with a blue background. The columns are labeled: Name, Access, Recording Date, Duration, Actions, and Delete. The 'Actions' column for the selected recording has a dropdown menu open, which is highlighted with a red box. The menu contains three options: 'Edit Recording', 'Share', and 'Make FLV'. The 'Edit Recording' option is the first item in the list.

- 1) **Edit Recording** option allows to open the selected recording on Adobe Connect and modify it using Adobe Connect tools.
- 2) Clicking **Share** option you can set the Access Type: Public or Private (optionally setting a Passcode) and get the Recording URL.

This dialog box displays the details for a recording named '99 [Demo] Demo Meeting\_0'. It includes a 'Recording URL' field containing the URL <https://connect.esynctraining.com/p5o6ar3b7an>. Below it is a 'Change Access Type' section with two radio buttons: 'Private' (selected) and 'Public'. There is also a 'Passcode (Optional)' input field. At the bottom are 'Cancel' and 'Save' buttons.

- 3) Selecting **Make FLV** option you will be asked to choose a place on your hard drive and the recording will be saved in FLV.
- 4) Selecting **Make MP4** option you will be asked to choose a place on your hard drive and the recording will be saved in MP4.

To delete the recording click on the **Delete** button (Trashcan icon).

## View Meeting Reports

Navigate back to Adobe Connect application in Blackboard page and click on the **View Recordings & Reports** link.

**Meetings List**

The screenshot shows the 'Meetings List' interface. At the top, there's a 'Course Meetings' section with a 'Test Meeting'. Below it is a button labeled 'View Recordings & Reports' which is highlighted with a red box and has a red arrow pointing to it. To the right of this button are 'Join' and 'Settings' buttons. The entire interface is enclosed in a light gray border.

Open the **Reports** tab and click on the **Refresh** icon to get the latest list of the reports for this meeting.

Teacher can obtain the information about each individual student who has participated in the meeting.

**Meetings List** > **Reports**

The screenshot shows the 'Reports' interface. It has tabs for 'Recordings' and 'Reports', with 'Reports' selected. Below are two buttons: 'By Attendees' (highlighted with a red box) and 'By Sessions'. To the right is a refresh icon. The main area displays a table of participant information:

Name	E-mail	Time In	Time Out
Vadim Adashkevich	vadim@esynctraining.com	01/21/2015 1:13 PM	01/21/2015 1:14 PM
Mike Kollen	mike@esynctraining.com	01/21/2015 1:03 PM	01/21/2015 1:14 PM
Mike Kollen	mike@esynctraining.com	01/21/2015 12:55 PM	01/21/2015 12:55 PM

Teacher can obtain the session information by clicking on the **By Sessions** link.

**Meetings List** > **Reports**

The screenshot shows the 'Reports' interface with 'Reports' selected. Below are two buttons: 'By Attendees' (highlighted with a red box) and 'By Sessions'. To the right is a refresh icon. The main area displays a table of session information:

Session ↓	Start Time	End Time	Number of Attendees
1	01/21/2015 12:55 PM	01/21/2015 1:14 PM	2

Teachers are able to download reports as PDF and/or Excel files.

Click on the *Download* icon. Select the required file format to be downloaded.

## Adobe Connect

Help: User Guide | EduGame Cloud

Meetings List > Reports

The screenshot shows the Adobe Connect 'Reports' section. At the top, there are tabs for 'Recordings' and 'Reports'. Below the tabs, there are two filtering options: 'By Attendees' and 'By Sessions'. A red box highlights a dropdown menu icon (a blue square with a white arrow) next to the 'Settings' button. This dropdown menu contains two items: 'PDF' (represented by a red document icon) and 'Excel' (represented by a green spreadsheet icon).

Time In	Time Out	Duration
07/29/2015 10:45 AM	07/29/2015 10:47 AM	0:02:36

# EduGameCloud in Adobe Connect

## Import Blackboard Test/Survey to EduGameCloud

Navigate to [app.edugamecloud.com](http://app.edugamecloud.com) page and download the latest EduGame Cloud public build from the *Welcome* screen...

The screenshot shows the 'Welcome' screen of EduGameCloud integrated into Adobe Connect. The interface is divided into several sections:

- Add New:** Includes icons for Quiz/Assessment, Test, Survey, Crossword, and Collaboration Map.
- Open Recent:** Lists recent items:
  - Sergey Test Quiz (04/17/15 01:19 PM)
  - Full Quiz (04/17/15 12:27 PM)
  - Vadims Test (04/17/15 12:27 PM)
  - Lesson 23 Student Practice quiz EGC (04/16/15 01:02 PM)
  - Practice quiz Lesson 22 EGC (04/16/15 01:02 PM)
- Help:** Features a 'Watch Guided Tour' button, a screenshot of the 'QuickAssessment Reports' interface, and links to Video Tutorials, Documentation, and Support.
- View Reports:** Lists reports:
  - Sergey Test Quiz (04/17/15 01:19 PM)
  - Lesson 23 Student Practice quiz EGC (04/17/15 12:32 PM)
  - Full Quiz (04/17/15 12:32 PM)
- Adobe Connect Apps:** Includes a 'Get Custom Pod v1.5' button.
- Feedback:** A blue bar at the bottom encourages users to provide feedback or suggestions by clicking a link.
- Start Here:** A green button in the bottom right corner.

... or *Home* screen:

The screenshot shows the 'Home' screen of EduGameCloud integrated into Adobe Connect. The interface includes:

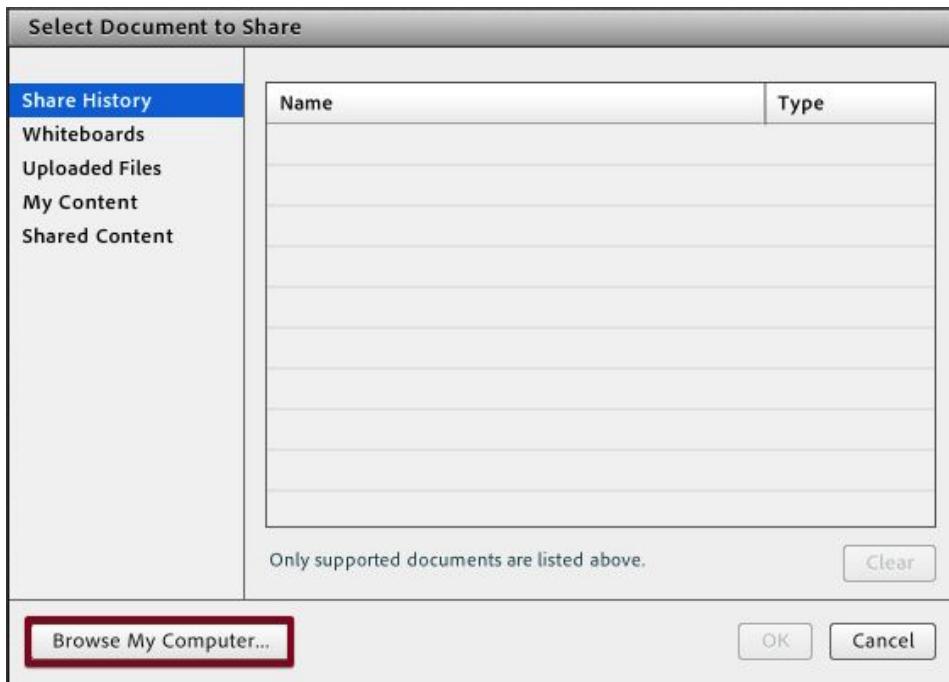
- A top navigation bar with 'Welcome, Demo Esync Admin', a help icon, and a 'Logout' button.
- A main menu with 'Administration' and 'Adobe Connect Apps' buttons.
- A central box labeled 'EduGame Cloud' with a 'Get Custom Pod v1.5' button, which is highlighted with a red rectangle.
- A table showing two rows of data:

	02/25/15 01:45 PM		
	02/25/15 01:48 PM		

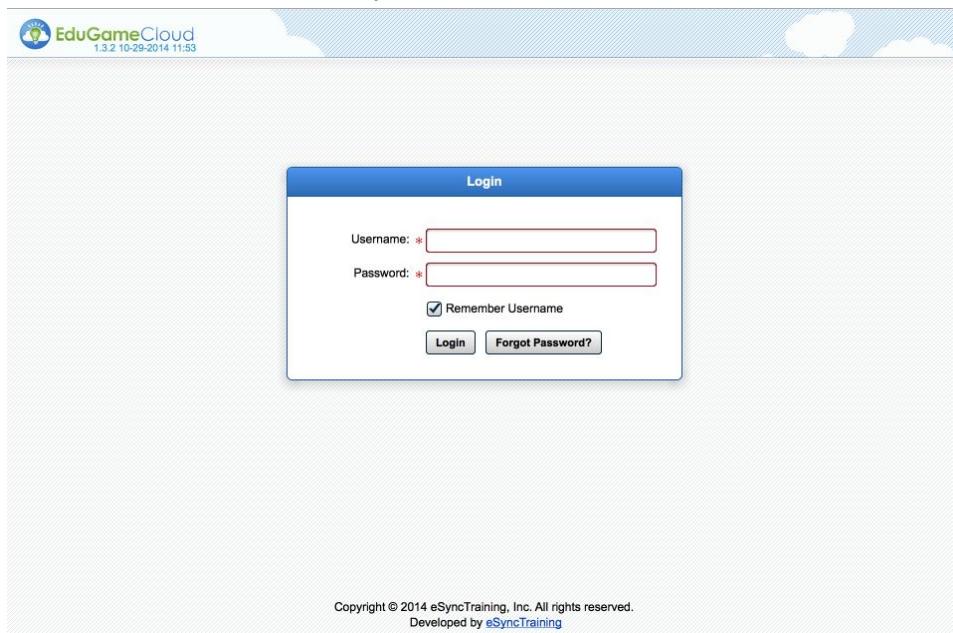
Navigate to Adobe Connect room and select the **Share Document** option from the *Share* drop-down menu.



Click on **Browse My Computer** button, select the appropriate file and upload the build to Adobe Connect room.



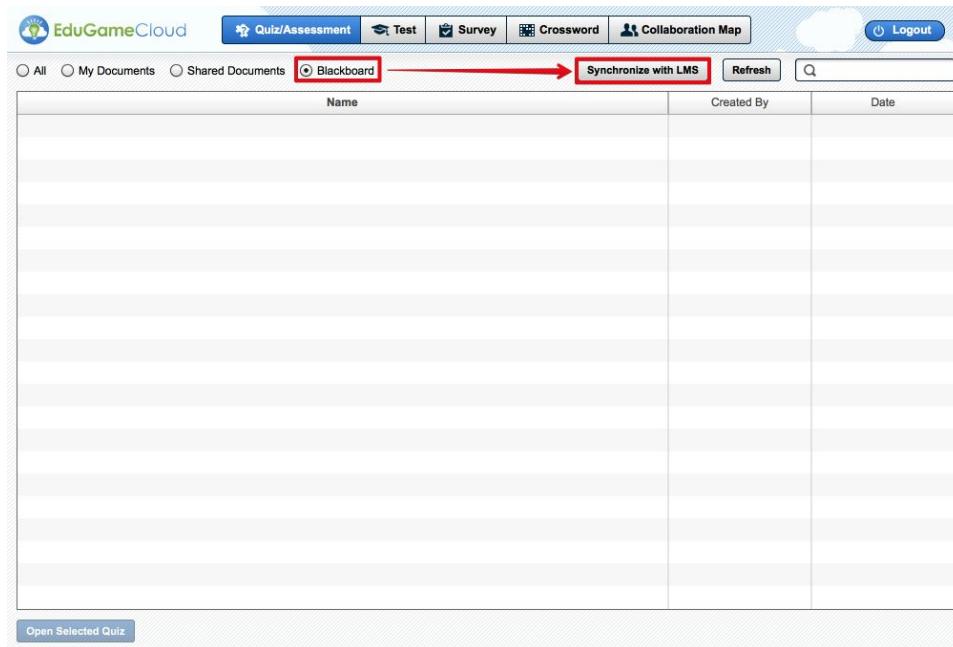
Once the build is successfully uploaded, enter valid EduGameCloud credentials.



The image shows the EduGameCloud login interface. At the top left is the logo "EduGameCloud" with the version "1.3.2 10-29-2014 11:53". Below the logo is a blue header bar with the word "Login" in white. The main form has two red-bordered input fields for "Username" and "Password", both marked with an asterisk (\*) indicating they are required. Below these fields is a checked checkbox labeled "Remember Username". At the bottom of the form are two buttons: "Login" and "Forgot Password?".

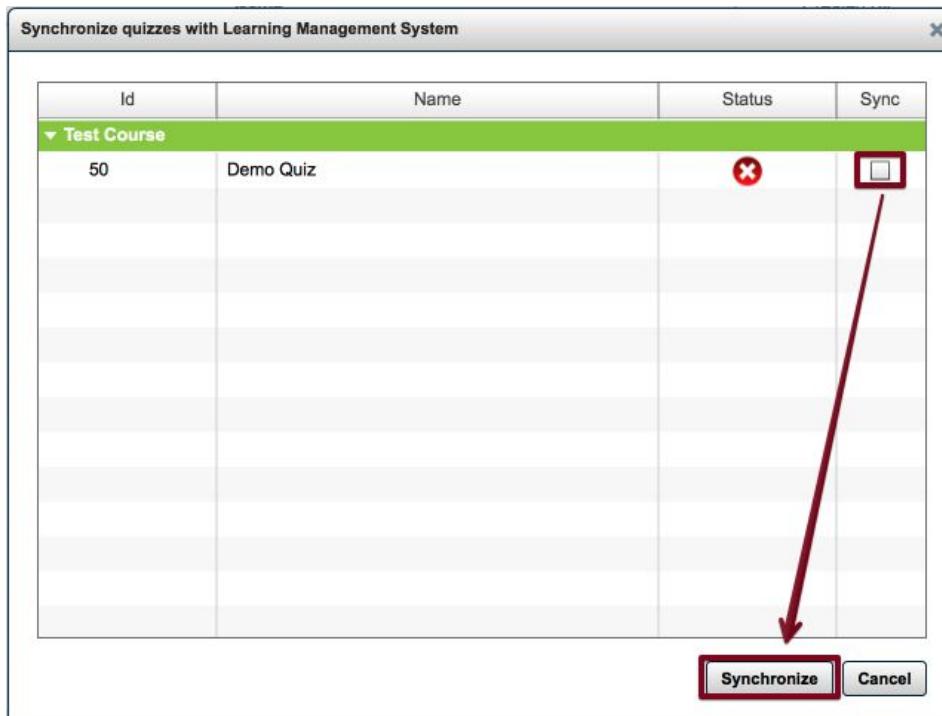
Copyright © 2014 eSyncTraining, Inc. All rights reserved.  
Developed by [eSyncTraining](#)

Navigate to **Quiz/Assessment** or **Survey** tab and select the **Blackboard** radio-button and click on the **Synchronize with LMS** button.



The image shows the EduGameCloud interface with the "Quiz/Assessment" tab selected. The navigation bar includes "Quiz/Assessment" (selected), "Test", "Survey", "Crossword", and "Collaboration Map". On the right side of the navigation bar are "Logout" and a search icon. Below the navigation bar, there is a filter section with radio buttons for "All", "My Documents", "Shared Documents", and "Blackboard" (which is selected, highlighted with a red border). To the right of the filter is a red arrow pointing to a button labeled "Synchronize with LMS". Below the filter and button is a table with columns "Name", "Created By", and "Date". At the bottom of the page is a button labeled "Open Selected Quiz".

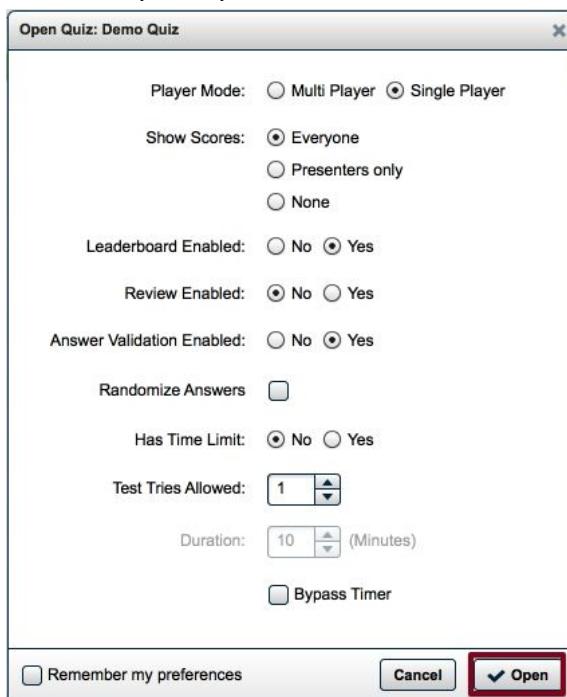
Select required quizzes/surveys and click on the **Synchronize** button.



Synchronized quizzes/surveys should appear under the *Blackboard* list in EduGameCloud.

Select any quiz/survey and click on the **Open Selected Quiz/Survey** button.

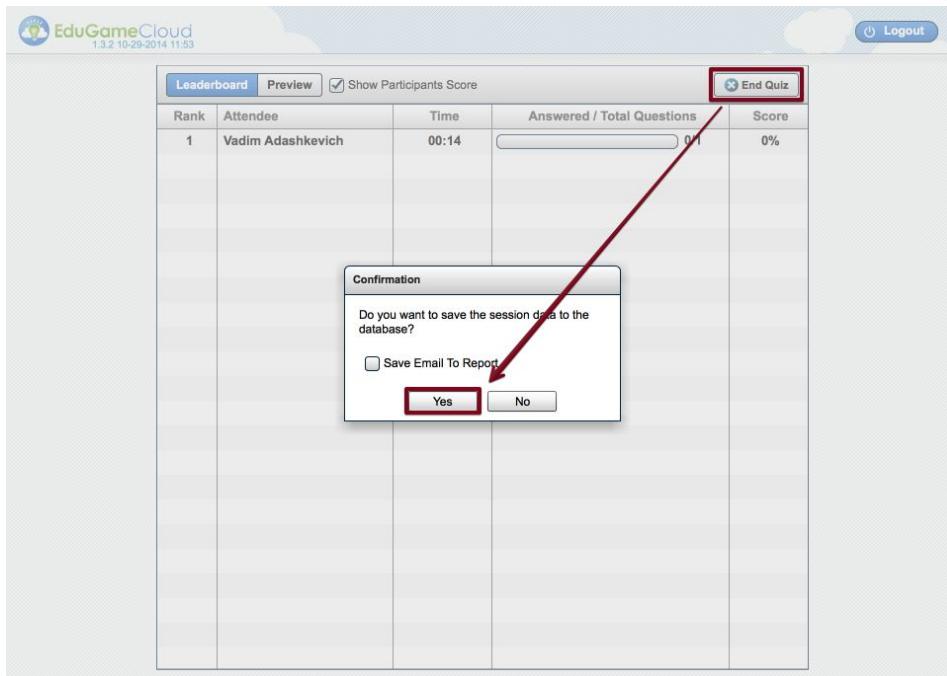
Set the required preferences and click on the **Open** button



All participants should now see the quiz/survey.

## View the Quiz/Survey Results in Blackboard

When all the participants have completed the Quiz/Survey click on **End Quiz/Survey** button and agree with saving the results to the database.



In Blackboard go to Course Navigation and click on the **Full Results Center** link.

The screenshot shows the 'COURSE MANAGEMENT' section of the Blackboard navigation menu. Under 'Control Panel', 'Content Collection', 'Course Tools', and 'Evaluation' are listed. Under 'Results Center', 'Needs Evaluation' is listed, followed by three links: 'Full Results Center' (which is highlighted with a red box), 'Exercises', and 'Tests'. At the bottom of the list is 'Users and Groups'.

Observe the participants' scores.

# Blackboard Account Administrator Guide

## EduGame Cloud Administration

### Configure LMS License in EduGame Cloud

Navigate to [app.edugamecloud.com](http://app.edugamecloud.com) and login using your Admin credentials.

Click on the **LMS Integration** link on the *Welcome* screen.

The screenshot shows the EduGame Cloud interface. On the left, there's a sidebar with links for 'Add New' (Quiz/Assessment, Test, Survey, Crossword, Collaboration Map), 'Administration' (LMS Integration, highlighted with a red box, and Users), and 'Adobe Connect Apps' (Get Custom Pod v1.5). The main area has three columns: 'Open Recent' (listing 'Sergey Test Quiz', 'Full Quiz', 'Vadims Test', 'Lesson 23 Student Practice quiz EGC', and 'Practice quiz Lesson 22 EGC'), 'View Reports' (listing 'Sergey Test Quiz', 'Lesson 23 Student Practice quiz EGC', and 'Full Quiz'), and 'Help' (with links to Video Tutorials, Documentation, and Support). A large rocket ship graphic is in the center-right. At the bottom, there's a feedback link ('Please provide us your feedback or suggestions by clicking here') and a 'Start Here' button.

Click on **Edit** icon next to required LMS license in the list.

The screenshot shows the 'LMS Integration' page. At the top, there's a navigation bar with 'EduGameCloud', 'Welcome, Demo Admin', 'Help', 'Logout', and links for 'Administration' and 'Adobe Connect Apps'. Below that is a toolbar with 'Quiz/Assessment', 'Test', 'Survey', 'Crossword', 'Collaboration Map', 'Reporting', 'LMS Integration' (highlighted with a blue box), 'Users', 'Customization', 'Email History', and 'My License'. The main content area has a table with one row:

Edit	LMS	Title	Creation Date	Consumer Key	Shared Secret
		Demo Title	04/24/15 10:00 AM	520befa1- <span style="background-color: #cccccc;">XXXXXXXXXX</span>	8acf12d6- <span style="background-color: #cccccc;">XXXXXXXXXX</span>

On the *General* tab admin user can edit the *Adobe Connect Server* and *credentials* and select the *Primary Color* for Adobe Connect LTI.

**Edit LMS Support**

**General**   **Settings**   **Support**   **Roles**   **Downloads**

**LMS Setup**

LMS	dropdown	Primary Color: <span style="background-color: #0070C0; color: white; padding: 2px;"> </span> <input type="button" value="▼"/>
Title	Adobe Connect	
Consumer Key	8dec4bc-[REDACTED]	
Shared Secret	4fbf260d-[REDACTED]	
<b>Learning Management System</b>		
LMS Domain	http://[REDACTED]	
Admin Username	[REDACTED]	
Password	Enter the password, if you want to overwrite it	
<input type="button" value="Test Connection"/>		

**Adobe Connect**

Adobe Connect Server	https://[REDACTED]	
Admin Username	[REDACTED]	
Password	Enter the password, if you want to overwrite it	
<input type="radio"/> Use Shared Meetings Folder		
<input checked="" type="radio"/> Use User Meetings Folder		
Canvas Meetings		
<input type="button" value="Test Connection"/>		

**Buttons:** Cancel   **Save**

On the *Settings* tab admin user can adjust the following settings:

**Add LMS Support**

**General    Settings    Support    Roles    Downloads**

**Meetings**

Course Meetings:  Yes  No       Multiple Meetings

Office Hours:  Yes  No      Study Groups:  Yes  No

Name Format:

Options:  Edit Meetings  Delete Meetings  Enable Meeting Reuse

**User Management**

Participant List Synchronization:  Auto  Manual

Adobe Connect Settings

Allow User Creation:  True  False

**Adobe Connect Authentication**

Type:  Email  Username

URL Session Token:  Hide  Show

**Links**

Settings  User Guide  Edugame Cloud

**Recordings**

Use FLV  Use MP4

**Cancel** **Save**

### Course Meetings

Allow teachers to create course meetings

### Office Hours

Allow teachers to create office hours that can be reused across multiple courses

### Study Groups

Allow all participants to create study group Adobe Connect meetings. This user has similar privileges as an instructor in managing their study group

**Multiple Meetings**

Allow teachers to create multiple meetings in one course

**Send Announcements**

Send a LMS announcements to the students when the meeting is created

**Edit Meetings**

Allow teachers to edit the meetings

**Delete Meetings**

Allow teachers to delete the meetings

**Participant List Synchronization****Auto**

All course participants should be automatically synchronized with Adobe Connect users

**Manual**

Allow teachers to manually synchronize course participants with Adobe Connect users

**Allow User Creation****True**

Create a new Adobe Connect user when synchronizing with the active LMS course roster

**False**

Do not create new Adobe Connect users. Notify teachers that user does not exist in Adobe Connect and needs to be created manually

**Adobe Connect Authentication Type** (retrieved from Adobe Connect login policy settings)**Email**

Course participants should be authenticated first by email address and if the email address does not exist then try to use the username

**Username**

Course participants should be authenticated first by username and if the username does not exist then try to use the email address

**URL Session Token****Show**

Show Session Token in the URL when joining the Adobe Connect room. This is less secure, but does not require cookies to be enabled

**Hide**

Hide Session Token in the URL when joining the Adobe Connect room. This is more secure, but requires cookies to be enabled

**Settings**

Allow all course attendees to use their own passwords to enter the Adobe Connect room

## User Guide

Show LMS user guide link. Shown for teachers only

## EduGame Cloud

Show EduGame Cloud user guide link

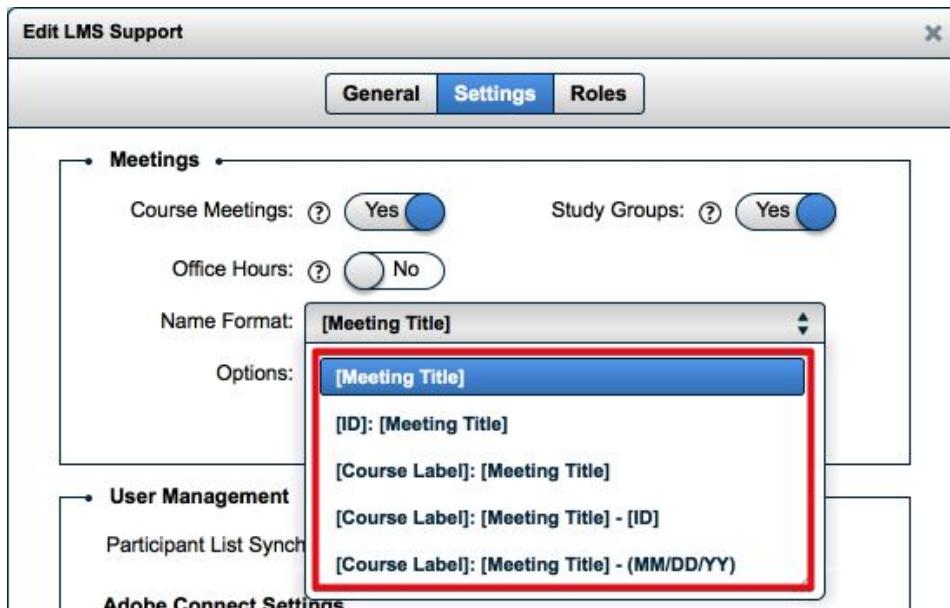
## Use FLV

Create an offline recording as an FLV file

## Use MP4

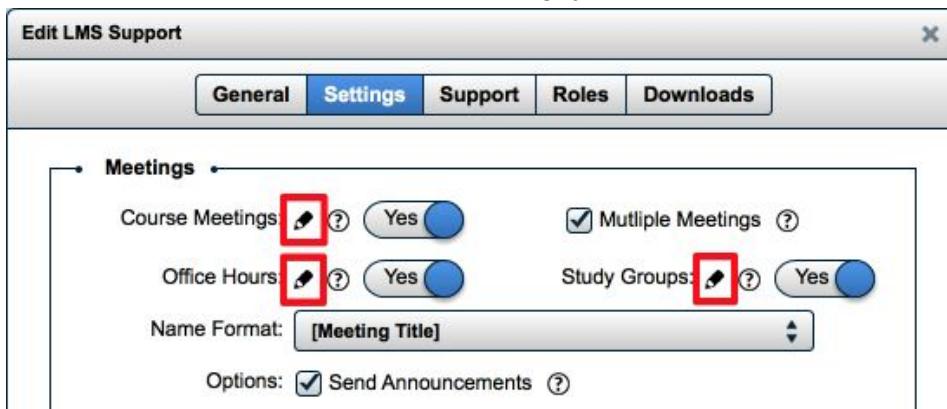
Create an offline recording as an FLV file

User can select one of the following *Meeting Name* templates:

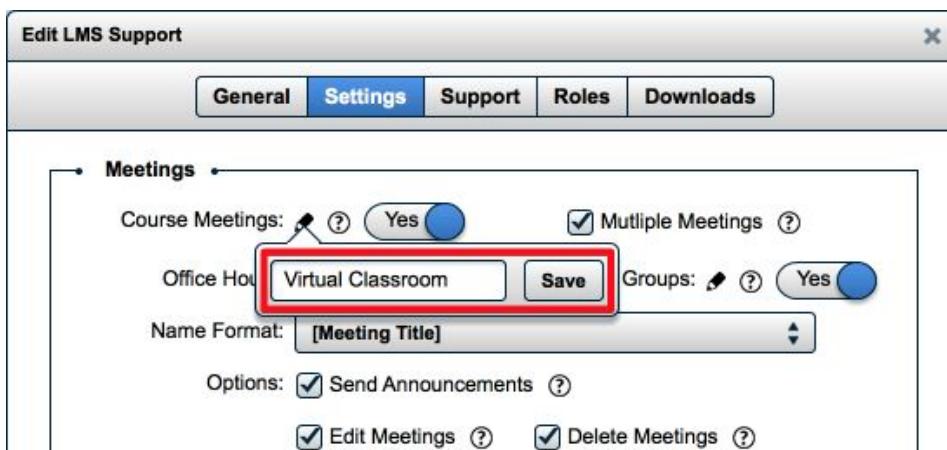


When user creates a meeting in the **Adobe Connect LTI**, only *Meeting Title* should be specified. Thus appropriate meeting will be created in a Adobe Connect and named using the chosen template.

On the EduGame Cloud LMS license **Settings** page user can edit the **Meeting Labels**. Click on **Edit** icon next to required meeting type.



Enter desired label and click on **Save** button.



Save the license and observe the **Adobe Connect LTI**. New Meeting Label should appear.

Adobe Connect

Help: User Guide | EduGame Cloud

#### Meetings List

Virtual Classroom

Currently there are no meetings. Please add.

Add Meeting

Office Hours

Currently there are no meetings. Please add.

Add Meeting

Settings

On the *Support* tab admin user can add any *Support Information/Instructions* that will be shown for all users accessing the Adobe Connect LTI.

The screenshot shows the 'Support' tab selected in a navigation bar. Below it is a large text area titled 'Your Support Information (Optional)' containing the placeholder text 'Support Information for participants.' At the bottom of this area is a rich text editor toolbar with font selection ('Helvetica'), size selection ('13'), bold ('B'), italic ('I'), underline ('U'), a color picker ('Color'), and alignment options ('Align'). Below the toolbar is a URL input field containing 'http://'. A 'Save' button is located at the bottom right of the main content area.

All LTI participants will see *Support Information/Instructions* in the following way:

Adobe Connect

**Meetings List**

The screenshot shows the 'Meetings List' section of the Adobe Connect interface. It includes a 'Course Meetings' section with a 'Test Meeting 101' entry and a 'Join' button, and an 'Office Hours' section stating 'Currently there are no meetings. Please add.' Below these is a red-bordered 'Instructions/Support' section containing the text 'Support Information for participants.' This entire 'Instructions/Support' section is highlighted with a red border.

On the *Roles* page user can specify the mapping rules for default and custom LMS roles.

**Edit LMS Support**

General    Settings    **Roles**    Edit:  No

• Default Roles •

LMS Role	AC Roles
Student	Participant
Teacher	Host
TA	Presenter
Designer	Presenter
Observer	Participant

• Custom Roles •

Role	AC Roles

**Cancel**    **Save**

In order to change *Default Roles* mapping change the **Edit** toggle to Yes, select any default LMS Role and pick the required AC Role from the dropdown.

LMS Role	AC Roles
Student	Participant
Teacher	Host
TA	
Designer	
Observer	

Click on the **Save** button to store the changes.

In order to specify *Custom Roles* mapping change the **Edit** toggle to Yes, click on the **Add Custom Role** button, enter the required *Role Name* and pick the required AC Role from the dropdown.

Role	AC Roles	Delete
Backup Teacher	Presenter	

(?) Any custom role not defined in this list will be mapped to the participant in Adobe Connect.

**Add Custom Role**

**Cancel** **Save**

Click on the **Save** button to store the changes.

Open the *Adobe Connect LTI* and click on the *Gear* icon and create a new meeting. Observe the **Participants** tab. Custom roles should be properly mapped.

[Meetings List](#) > **Participants**

The screenshot shows the 'Participants' tab in the Adobe Connect LTI interface. It displays two panels: 'LMS Available Users (4)' on the left and 'Adobe Connect Participants (4)' on the right. A red arrow points from the 'Backup Teacher (1)' role in the LMS panel to the 'Presenter (1)' role in the Adobe Connect panel, indicating the mapping process.

LMS Available Users (4)	Adobe Connect Participants (4)
Backup Teacher (1) Kelsea Tower	Host (1) Mike Kollen
Students (2) Melissa Sieben Paul Green	Participants (2) Melissa Sieben Paul Green
Teacher (1) Mike Kollen	Presenter (1) Kelsea Tower

Below the panels are search fields and action buttons: Sync Users, Add, Add Guest, Set User Role, Remove, Back, and Finish.

On the *Downloads* tab admin user can download User Guide and other complementary files.

# Configure Adobe Connect LTI for Your Blackboard Account

## Using Proxy Tool

Please provide the *LMS domain* and valid *Proxy Tool Registration Password* (if it is set in your Blackboard account) to EGC Admin.

Password can be found at: **System Admin -> Building Blocks -> Proxy Tools -> Manage Global Properties -> Proxy Tool Registration Password**

Select the **Allow Unknown Proxy Tools** checkbox.

**Proxy Tools Global Properties**

**PROXY TOOL REGISTRATION PASSWORD**

*Optional password to restrict access to the registerTool method. If specified then Proxy Tool will not be able to login as a tool until you give it a password on the Proxy Tool configuration*

Proxy Tool Registration Password

**ALLOW UNKNOWN PROXY TOOLS**

*If you allow unknown Proxy Tools, then Proxy Tools can connect and use user-based authentication without explicitly granting them the right to use Web Services. If you do not allow this then they will need to be granted the right to use Web Services.*

Allow Unknown Proxy Tools

As soon as EGC Admin creates the license, Blackboard administrator can proceed with further instructions.

On the *Home* screen navigate to **System Admin** tab. Click on the **Building Blocks** link.

The screenshot shows the Blackboard System Admin interface. At the top, there is a navigation bar with tabs: My Organization, Courses, Community, Content Collection, Services, and System Admin. The System Admin tab is highlighted with a red box and has a red arrow pointing towards it from the bottom left. Below the navigation bar, there is a header section with the Blackboard logo and text: Products: Course Delivery, Community Engagement, Content Management, Login: Mike Kollen (mike@esynctraining.com), and Theme: Bb Learn 2012. The main content area is divided into sections. On the left, there are three large, empty rectangular boxes. To the right, under the heading "Security", are links: SSL Choice, Privileges, Session Fingerprint Settings, Gateway Options, Alternate Domain for Serving Content, Safe HTML Filters, and Input Validation Filter. Under the heading "Building Blocks", are links: Data Integration, Authentication, Building Blocks (which is highlighted with a red box and has a red arrow pointing to it from below), and Web Services.

Click on the **Proxy Tools** link.

**Building Blocks**

**Featured Building Blocks**  
*Manage and install Featured Building Blocks*

**Installed Tools**  
*Configure or Delete Building Blocks that were included with the system.*

**Proxy Tools**  
*Manage and register Proxy Tools and define their Global Properties.*

**LTI Tool Providers**  
*Manage and register LTI Tool Providers.*

Select the EGC Vendor tool from the list and **Edit**.

**Proxy Tools**

**Manage Global Properties**    **Register Proxy Tool** ▾

Program	Availability	Tool Authentication Configured
Vendor	No	Yes
EGC	No	Yes

The 'EGC' row is selected. A context menu is open over the 'Edit' button in the 'EGC' row, with the 'Edit' option highlighted by a red box and a cursor icon pointing at it.

Make tool Available and set desired password.

\*NOTE: Please remember the password for further usage.

## AVAILABILITY

---

Configure the availability and security for this Proxy Tool. If the Proxy Tool's Availability is not "Available" then it will not be listed in the available tools list. This setting applies to both Web Service sessions.

 Availability

No

Restrict use of this Proxy Tool

Yes

Permit use of this Proxy Tool

Shared Password


By entering a password here you are granting the entitlements below to this tool when it is used.

Click on **Submit** button to save the changes.

Navigate to [app.edugamecloud.com](http://app.edugamecloud.com) and login using your EGC admin credentials.  
Go to Administration->LMS History and edit the license.

The screenshot shows the EduGameCloud administration dashboard. At the top, there are links for Quiz/Assessment, Test, Survey, Crossword, Collaboration Map, Reporting, and Administration. The Administration link is highlighted with a red box and an arrow pointing to it from the text above. Below the navigation bar is a table with columns: Edit, LMS, Title, Creation Date, Consumer Key, and Shared Secret. A row for 'blackboard' is shown with its details: Blackboard, Blackboard, 02/04/15 09:00 AM, c7369487-0378-4686-b748-380a96a51d872ed7d870-5781-4c25-8058-044e3d65e8c6. The 'Edit' button for this row is also highlighted with a red box and an arrow.

Paste in the password in the **Proxy Tool Password** textfield and click on **Save** button.

The screenshot shows the 'LMS' configuration section. It includes fields for 'LMS Domain' (https://bb9-cp.blackboard.com) and a 'Proxy Tool Password' field, which is highlighted with a red box and an arrow. Below these fields is a 'Test Connection' button. The 'Customization' section contains several checkboxes: Primary Color (selected), Delete Meetings (checked), Edit Meetings (checked), Settings Visible (checked), LMS Help (checked), EGC Help (checked), Course Meetings (checked), Office Hours (checked), and Study Groups (unchecked). At the bottom right are 'Cancel' and 'Save' buttons.

Navigate back to Blackboard website.

On the *Home* screen navigate to **System Admin** tab.

Click on the **Building Blocks** link.

The screenshot shows the Blackboard System Admin interface. At the top, there is a navigation bar with tabs: My Organization, Courses, Community, Content Collection, Services, and System Admin. The System Admin tab is highlighted with a red box. Below the navigation bar, there is a header area with the Blackboard logo and text: Products: Course Delivery, Community Engagement, Content Management; Login: Mike Kollen (mike@esynctraining.com); Theme: Bb Learn 2012. The main content area is divided into sections. On the left, there are three empty boxes. The first section, titled "Security", contains links: SSL Choice, Privileges, Session Fingerprint Settings, Gateway Options, Alternate Domain for Serving Content, Safe HTML Filters, and Input Validation Filter. The second section, titled "Building Blocks", contains links: Data Integration, Authentication, Building Blocks (which is highlighted with a red box), and Web Services. A red arrow points from the text "Click on the Building Blocks link." in the instructions to the "Building Blocks" link in the screenshot.

Click on the **LTI Tool Providers** link.

**Building Blocks**

**Featured Building Blocks**  
*Manage and install Featured Building Blocks*

**Installed Tools**  
*Configure or Delete Building Blocks that were included with the system.*

**Proxy Tools**  
*Manage and register Proxy Tools and define their Global Properties.*

**LTI Tool Providers**  
*Manage and register LTI Tool Providers.*

Click on the **Register Provider Domain** button.

**LTI Tool Providers**

*This report is available to show all provider domains in use in the system, including*

**Manage Global Properties**      **Register Provider Domain**

Enter the **Provider Domain**, **Tool Provider Key** and **Tool Provider Secret**.

You will find your *Tool Provider Key* and *Tool Provider Secret* in EduGameCloud Administration.

Use the following *Provider Domain*: app.edugamecloud.com

Select the **Set globally** checkbox.

## Register Provider Domain

Create a new registered provider domain, configure, and set policies. The provider domain, and secondary hostnames can be used to share configuration across multiple hosts.

\* Indicates a required field.

---

### PROVIDER DOMAIN STATUS

Set the status of the provider domain. You can also provide a list of additional hostnames to share this configuration across.

\* Provider Domain

Provider Domain Status  Approved  Excluded

Secondary Hostnames   
Enter one hostname per line.

---

### DEFAULT CONFIGURATION

LTI Tool Providers can request configuration per link, or can provide key and shared secret information for site-wide configuration.

Default Configuration  Set separately for each link  Set globally

\* Tool Provider Key

\* Tool Provider Secret

Click on the **Submit** button to store the changes.

Open the **Options Menu** and select the **Manage Placements** option.

The screenshot shows the 'LTI Tool Providers' page. At the top, there are two tabs: 'Manage Global Properties' and 'Register Provider Domain'. Below the tabs is a table with columns: Domain, Status, Credentials, and Server. The first row in the table has a checked checkbox and the URL 'app.edugamecloud.com'. A context menu is open over this row, with the 'Manage Placements' option highlighted by a red box. Other options in the menu include 'Edit', 'Usage Report', 'Approve', 'Exclude', and 'Delete'. At the bottom of the table, there are 'Approve', 'Exclude', and 'Delete' buttons.

Click on the **Create Placement** button.

The screenshot shows the 'Manage Placements: app.edugamecloud.com' page. The title is 'Manage Placements: app.edugamecloud.com'. Below the title is a sub-instruction: 'Create, Edit, or Delete a Tool Provider Placement. Deleting a Tool Provider Placement will not de...'. At the bottom of the page, there is a large 'Create Placement' button, which is highlighted with a red box.

Enter the **Label**, **Handle** and **Tool Provider URL**.

Use the following *Tool Provider URL*: <https://app.edugamecloud.com/lti/blackboard-login>

#### TOOL PROVIDER INFORMATION

Enter the Tool Provider Information. The Tool Provider URL must be located on one of the configured host names.

* Tool Provider URL	<input type="text"/>
* Tool Provider Key	63fba6c7-6062-41f9
* Tool Provider Secret	776f21b6-7e9e-4f77
Tool Provider Custom Parameters	<input type="text"/>

Click on the **Submit** button to store the changes.

On the *Home* screen navigate to **System Admin** tab.

Click on the **Web services** link.

The screenshot shows the Blackboard System Admin interface. At the top, there is a navigation bar with tabs: zation, Courses, Community, Content Collection, Services, and System Admin. The System Admin tab is highlighted with a red box and has a red arrow pointing to it from the bottom right. Below the navigation bar, there is a header section with the Blackboard logo, products information (Course Delivery, Community Engagement, Content Management), login details (Mike Kollen, mike@esynctraining.com), and theme information (Bb Learn 2012). The main content area is divided into sections: Security, Building Blocks, and Web Services. The Security section contains links for SSL Choice, Privileges, Session Fingerprint Settings, Gateway Options, Alternate Domain for Serving Content, Safe HTML Filters, and Input Validation Filter. The Building Blocks section contains links for Data Integration, Authentication, and Building Blocks. The Web Services section is at the bottom and is highlighted with a red box. A red arrow points from the bottom right towards the Web Services link.

Select the following web services and make them available:

- Announcement.WS
- Context.WS
- Course.WS
- CourseMembership.WS
- User.WS

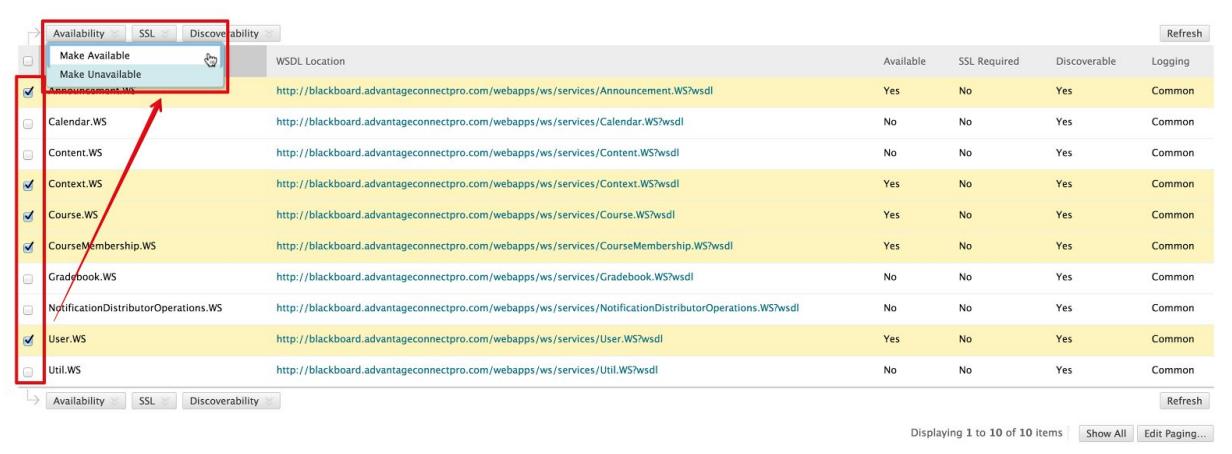
Web Services

Manage Web Services      Upload Web Services      Download Sample Tools      Download All Documentation

Availability	SSL	Discoverability	Refresh
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	WSDL Location
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Available    SSL Required    Discoverable    Logging
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Make Available    Make Unavailable
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Announcement.WS    http://blackboard.advantageconnectpro.com/webapps/ws/services/Announcement.WS?wsdl
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Calendar.WS    http://blackboard.advantageconnectpro.com/webapps/ws/services/Calendar.WS?wsdl
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Content.WS    http://blackboard.advantageconnectpro.com/webapps/ws/services/Content.WS?wsdl
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Context.WS    http://blackboard.advantageconnectpro.com/webapps/ws/services/Context.WS?wsdl
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Course.WS    http://blackboard.advantageconnectpro.com/webapps/ws/services/Course.WS?wsdl
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CourseMembership.WS    http://blackboard.advantageconnectpro.com/webapps/ws/services/CourseMembership.WS?wsdl
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gradebook.WS    http://blackboard.advantageconnectpro.com/webapps/ws/services/Gradebook.WS?wsdl
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NotificationDistributorOperations.WS    http://blackboard.advantageconnectpro.com/webapps/ws/services/NotificationDistributorOperations.WS?wsdl
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	User.WS    http://blackboard.advantageconnectpro.com/webapps/ws/services/User.WS?wsdl
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Util.WS    http://blackboard.advantageconnectpro.com/webapps/ws/services/Util.WS?wsdl

Availability    SSL    Discoverability    Refresh

Displaying 1 to 10 of 10 items | Show All | Edit Paging...



## Using Admin Credentials

Please provide the LMS domain and valid Blackboard admin credentials to EGC Admin. As soon as EGC Admin creates the license, Blackboard administrator can proceed with further instructions.

On the *Home* screen navigate to **System Admin** tab.

Click on the **Building Blocks** link.

The screenshot shows the Blackboard System Admin interface. At the top, there is a navigation bar with tabs: My Organization, Courses, Community, Content Collection, Services, and System Admin. The System Admin tab is highlighted with a red box. Below the navigation bar, there is a header section with the Blackboard logo, product information (Course Delivery, Community Engagement, Content Management), user login details (Mike Kollen, mike@esynctraining.com), and theme information (Bb Learn 2012). The main content area is divided into sections. On the left, there are three vertical columns of placeholder boxes. The middle column contains a 'Security' section with links: SSL Choice, Privileges, Session Fingerprint Settings, Gateway Options, Alternate Domain for Serving Content, Safe HTML Filters, and Input Validation Filter. A red arrow points from the 'Building Blocks' link in this section down to the 'Building Blocks' link in the 'Building Blocks' section below. The bottom section is titled 'Building Blocks' and contains links: Data Integration, Authentication, Building Blocks (which is highlighted with a red box), and Web Services.

Click on the **LTI Tool Providers** link.

**Building Blocks**

**Featured Building Blocks**  
*Manage and install Featured Building Blocks*

**Installed Tools**  
*Configure or Delete Building Blocks that were included with the system.*

**Proxy Tools**  
*Manage and register Proxy Tools and define their Global Properties.*

**LTI Tool Providers**  
*Manage and register LTI Tool Providers.*

Click on the **Register Provider Domain** button.

**LTI Tool Providers**

*This report is available to show all provider domains in use in the system, including*

**Manage Global Properties**      **Register Provider Domain**

Enter the **Provider Domain**, **Tool Provider Key** and **Tool Provider Secret**.

You will find your *Tool Provider Key* and *Tool Provider Secret* in EduGameCloud Administration.

Use the following *Provider Domain*: app.edugamecloud.com

Select the **Set globally** checkbox.

## Register Provider Domain

Create a new registered provider domain, configure, and set policies. The provider domain, and secondary hostnames can be used to share configuration across multiple hosts.

\* Indicates a required field.

---

### PROVIDER DOMAIN STATUS

Set the status of the provider domain. You can also provide a list of additional hostnames to share this configuration across.

\* Provider Domain

Provider Domain Status  Approved  Excluded

Secondary Hostnames   
Enter one hostname per line.

---

### DEFAULT CONFIGURATION

LTI Tool Providers can request configuration per link, or can provide key and shared secret information for site-wide configuration.

Default Configuration  Set separately for each link  Set globally

\* Tool Provider Key

\* Tool Provider Secret

Set the *Institution/Organization Policies* options as follows:

---

#### INSTITUTION POLICIES

---

*Choose whether you want to override the institution policies for this specific tool provider domain.*

Send User Data

- Never
  - Send user data only over SSL
  - Send user data over any connection
- User Fields to Send
- Role in Course
  - Name
  - Email Address

or

---

#### ORGANIZATION POLICIES

---

*Choose whether you want to override the organization policies for this specific tool provider domain.*

Send User Data

- Never
  - Send user data only over SSL
  - Send user data over any connection
- User Fields to Send
- Constituency in Course
  - Name
  - Email Address

Click on the **Submit** button to store the changes.

Open the **Options Menu** and select the **Manage Placements** option.

The screenshot shows the 'LTI Tool Providers' report interface. At the top, there are two tabs: 'Manage Global Properties' and 'Register Provider Domain'. Below the tabs is a toolbar with buttons for 'Approve', 'Exclude', and 'Delete'. A table lists provider domains with columns for 'Domain', 'Status', 'Credentials', and 'Server'. The domain 'app.edugamecloud.com' is selected, indicated by a checked checkbox and a yellow background. A context menu is open over this row, with the 'Manage Placements' option highlighted by a red box and a red arrow pointing to it. Other options in the menu include 'Edit', 'Usage Report', 'Approve', 'Exclude', and 'Delete'.

Click on the **Create Placement** button.

The screenshot shows the 'Manage Placements' page for the domain 'app.edugamecloud.com'. The title is 'Manage Placements: app.edugamecloud.com'. Below the title, a sub-instruction says 'Create, Edit, or Delete a Tool Provider Placement. Deleting a Tool Provider Placement will not de...'. At the bottom of the page, there is a prominent 'Create Placement' button, which is highlighted with a red box.

Enter the **Label**, **Handle** and **Tool Provider URL**.

Use the following *Tool Provider URL*: <https://app.edugamecloud.com/lti/blackboard-login>

#### TOOL PROVIDER INFORMATION

Enter the Tool Provider Information. The Tool Provider URL must be located on one of the configured host names.

\* Tool Provider URL

\* Tool Provider Key

\* Tool Provider Secret

Tool Provider Custom Parameters

Click on the **Submit** button to store the changes.

On the *Home* screen navigate to **System Admin** tab.

Click on the **Building Blocks** link.

The screenshot shows the Blackboard System Admin interface. At the top, there is a navigation bar with tabs: My Organization, Courses, Community, Content Collection, Services, and System Admin. The System Admin tab is highlighted with a red box and has a red arrow pointing to it from the text above. Below the navigation bar, there is a header section with the Blackboard logo, products information (Course Delivery, Community Engagement, Content Management), user login details (Mike Kollen, mike@esynctraining.com), and theme information (Bb Learn 2012). The main content area is divided into sections. The first section is titled "Security" and contains links for SSL Choice, Privileges, Session Fingerprint Settings, Gateway Options, Alternate Domain for Serving Content, Safe HTML Filters, and Input Validation Filter. The second section is titled "Building Blocks" and contains links for Data Integration, Authentication, Building Blocks (which is highlighted with a red box and has a red arrow pointing to it from the text above), and Web Services.

Click on the **Proxy Tools** link.

## Building Blocks

### Featured Building Blocks

*Manage and install Featured Building Blocks*

### Installed Tools

*Configure or Delete Building Blocks that were included with the system.*

### Proxy Tools

*Manage and register Proxy Tools and define their Global Properties.*

### LTI Tool Providers

*Manage and register LTI Tool Providers.*

Click on the **Manage Global Properties** button.

## Proxy Tools

**Manage Global Properties**

Register Proxy Tool ▾

... ▾

Select the **Allow Unknown Proxy Tools** checkbox.

#### ALLOW UNKNOWN PROXY TOOLS

---

*If you allow unknown Proxy Tools, then Proxy Tools can connect and use u  
the right to use Web Services. If you do not allow this then only Proxy Tools*

Allow Unknown Proxy Tools



On the *Home* screen navigate to **System Admin** tab.

Click on the **Web services** link.

The screenshot shows the Blackboard System Admin interface. At the top, there is a navigation bar with tabs: zation, Courses, Community, Content Collection, Services, and System Admin. The System Admin tab is highlighted with a red box and has a red arrow pointing to it from the bottom. Below the navigation bar, there is a header section with the Blackboard logo, products information (Course Delivery, Community Engagement, Content Management), login details (Mike Kollen, mike@esynctraining.com), and theme information (Bb Learn 2012). The main content area is divided into sections: Security, Building Blocks, and Web Services. The Security section contains links for SSL Choice, Privileges, Session Fingerprint Settings, Gateway Options, Alternate Domain for Serving Content, Safe HTML Filters, and Input Validation Filter. The Building Blocks section contains links for Data Integration, Authentication, and Building Blocks. The Web Services section is at the bottom and is highlighted with a red box. A red arrow points from the bottom of the Building Blocks section down to the Web Services link.

Select the following web services and make them available:

- Announcement.WS
- Context.WS
- Course.WS
- CourseMembership.WS
- User.WS

**Web Services**

Manage Web Services      Upload Web Services      Download Sample Tools      Download All Documentation

Availability	SSL	Discoverability	Refresh
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	WSDL Location
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Available    SSL Required    Discoverable    Logging
Make Available		Common	
Make Unavailable			
<input checked="" type="checkbox"/>	Announcement.WS	http://blackboard.advantageconnectpro.com/webapps/ws/services/Announcement.WS?wsdl	Yes    No    Yes
<input type="checkbox"/>	Calendar.WS	http://blackboard.advantageconnectpro.com/webapps/ws/services/Calendar.WS?wsdl	No    No    Yes
<input type="checkbox"/>	Content.WS	http://blackboard.advantageconnectpro.com/webapps/ws/services/Content.WS?wsdl	No    No    Yes
<input checked="" type="checkbox"/>	Context.WS	http://blackboard.advantageconnectpro.com/webapps/ws/services/Context.WS?wsdl	Yes    No    Yes
<input checked="" type="checkbox"/>	Course.WS	http://blackboard.advantageconnectpro.com/webapps/ws/services/Course.WS?wsdl	Yes    No    Yes
<input checked="" type="checkbox"/>	CourseMembership.WS	http://blackboard.advantageconnectpro.com/webapps/ws/services/CourseMembership.WS?wsdl	Yes    No    Yes
<input type="checkbox"/>	Gradebook.WS	http://blackboard.advantageconnectpro.com/webapps/ws/services/Gradebook.WS?wsdl	No    No    Yes
<input type="checkbox"/>	NotificationDistributorOperations.WS	http://blackboard.advantageconnectpro.com/webapps/ws/services/NotificationDistributorOperations.WS?wsdl	No    No    Yes
<input checked="" type="checkbox"/>	User.WS	http://blackboard.advantageconnectpro.com/webapps/ws/services/User.WS?wsdl	Yes    No    Yes
<input type="checkbox"/>	Util.WS	http://blackboard.advantageconnectpro.com/webapps/ws/services/Util.WS?wsdl	No    No    Yes
<input type="checkbox"/> Availability <input type="checkbox"/> SSL <input type="checkbox"/> Discoverability		Refresh	
Displaying 1 to 10 of 10 items   <a href="#">Show All</a>   <a href="#">Edit Paging...</a>			

## Getting Support

**Email Support, please contact:**  
[support@esynctraining.com](mailto:support@esynctraining.com) and cc: [qa@esynctraining.com](mailto:qa@esynctraining.com)

**Emergency Phone Support:**  
714.979.4444