



How to Set up and Configure Blackboard Collaborate with the Ultra experience LTI tool in D2L

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Product: Collaborate - Web Conferencing

Document Type: Integration

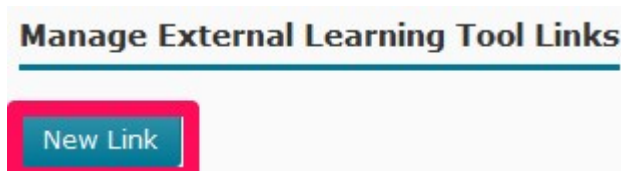
Document Summary: This is a User Guide on how to set up and configure Blackboard Collaborate with the Ultra experience LTI tool in D2L.

Information: 1. Click on the Gear Icon Settings on the top right corner beside the username account menu



2. Select 'External Learning Tools' on the list

3. Click on 'New link'



4. Enter a description (Optional) and please ensure that 'Allow users to view this link' is checked.



5. On the Properties window, fill up the Title and URL of the LTI tool



Note: The url would depend on what server location and region the account is set up
US- SAS 'https://us-lti.bbcollab.com/lti' CA-SAS 'https://ca-lti.bbcollab.com/lti'
AU-SAS 'https://au-lti.bbcollab.com/lti' EU-SAS 'https://eu-lti.bbcollab.com/lti'

6. Fill the up the correct Key and Secret information and select 'Link key /secret'

Key/Secret

Signature

- Sign messages with key/secret with
- Tool consumer key/secret
- Link key/secret

Key

Secret

Note: To proceed you will need to know which Server Location to use, your Consumer Key and Secret. If you do not have this information, please contact your sales representative or open a case through [Behind the Blackboard](#)

7. It is important to check all the Security Settings as seen below

Security Settings

- Use tool provider security settings
- Use link security settings

- Send tool consumer information to tool provider
- Send context information to tool provider
- Send course information to tool provider
- Send user ID to tool provider
- Send user name to tool provider
- Send user email to tool provider
- Send system username to tool provider
- Send system Org Defined ID to tool provider
- Send system role to tool provider
- Send link title to tool provider
- Send link description to tool provider

***Note: The above security settings set up should be good enough to successfully launch the LTI tool. However, you may want to check them all in cases you are getting an error on launch.**

8. Add the Course Org Unit for your course by clicking 'Add Org Units'

Make link available to:

Current Org Unit: **Blackboard Collaborate - Evaluation Site**

9. Check the Course Org Units name

Sample Courses,

10. Hit **Insert**

11. You will notice that it will appear under 'Add Org Units' section with a red X" mark

The Department: **Sample Courses** ✘

12. Hit **Save**

13. Open the Course Org unit

14. Go to the Content ->Table Contents-> Select the content area and section where you want to add the tool

the tool

15. Click the Add Existing Activities and then select External Learning tools on the pull down menu

- Chat
- Checklist
- Discussions
- Dropbox
- ePortfolio Item
- External Learning Tools**


16. Select the External Learning tool name that you set up previously

Add Activity

External Learning Tools

Ultra US-SAS

17. A confirmation pop menu would appear

 Topics saved successfully

18. The LTI tool name should appear on the list



Note: You could remove the tool by clicking the chevron beside the tool name and select Remove Topic

19. Open the LTI tool to verify that it works

