

Qwickly

ATTENDANCE

LTI 1.3 Configuration Guide -
Blackboard

UK Data Center



Qwickly Attendance Configuration - Blackboard

UK Data Center

System administrator access is required. Qwickly products are set up at the administrative level.

Required Version:

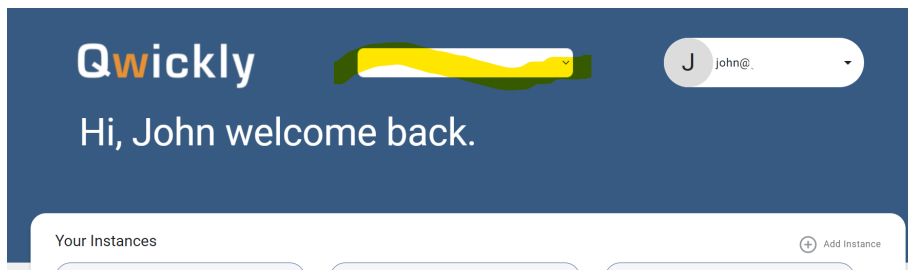
3200.7.0 (without Custom Roles support)

3300.5.0 (Custom Roles Supported)

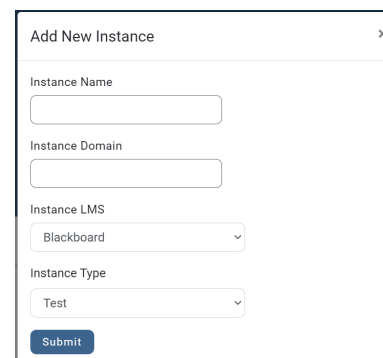
Registering Your Instance with Qwickly

Once inside the Qwickly Tools Dashboard, you can manage your clients and register instances.

1. From the Dashboard <https://uk.qwickly.tools/>
2. Select the client using the dropdown you wish to add an instance for.



3. Register your instance with the following values:
 - a. Instance Name: **<Name Your Instance>** (Ex: My University - Test environment)
 - b. Instance Domain: **<Your Domain>** (example: qwickly.blackboard.com)
 - c. Instance LMS: **Blackboard**
 - d. Instance Type: **Test/Production**

A screenshot of the 'Add New Instance' form. It has four input fields: 'Instance Name' (text), 'Instance Domain' (text), 'Instance LMS' (dropdown menu with 'Blackboard' selected), and 'Instance Type' (dropdown menu with 'Test' selected). A blue 'Submit' button is at the bottom.

Once created, your instance should be populated in the page with a value labelled **Application ID**. Save this for a later step.

Creating a System Role for Qwickly Attendance REST Integration

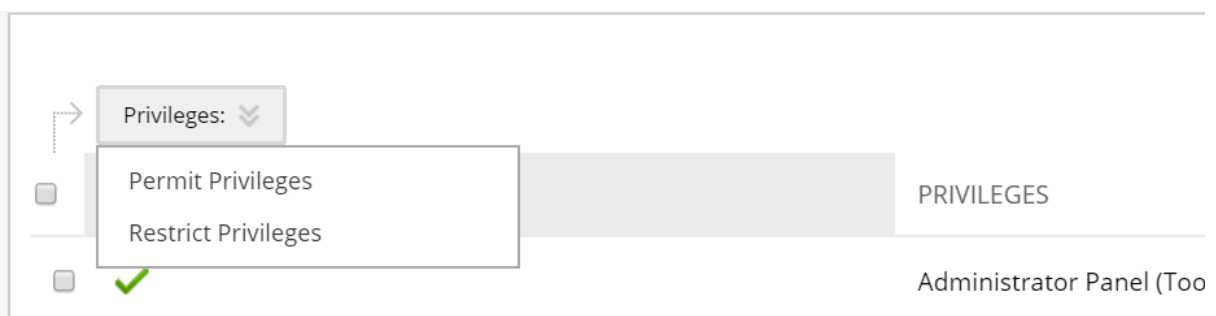
Qwickly Attendance LTI uses Blackboard's REST APIs to get information about courses and user enrollment. The tool requires very specific privileges to make some API calls.

In order to allow a user to access Qwickly Attendance LTI, you will have to create a custom role that is entitled to the required privileges.

The following steps can be followed to create such a custom role:

1. In the System Admin Panel, go to System Roles
2. Select Create Role
3. Give your custom role the Role Name and Role ID “QwicklyRole”
4. When prompted to Manage Privileges for your custom role, check the following privileges to add to the default privileges:
 1. Administrator Panel (Users) > Users
 2. Administrator Panel (Courses) > Courses
 3. Administrator Panel (Users) > Users > Edit > View Course Enrollments
 4. Administrator Panel (Courses) > Courses > Merge
 5. Course/Organization Control Panel (Grade Center) > Full Control
 6. Course/Organization > Groups > View All Groups
 7. Administrator Panel (Users) > Users > Edit > View Organisation Enrollments
 8. Administrator Panel (Courses) > Courses > Edit > Enrollments > Add Enrollment

(More information on what each privilege specifically does [here](#))
5. Once these permissions have been selected, hover over the Privileges button and click on Permit Privileges



Once this Custom Role has been created, it should be assigned to a user account with which you plan to create the REST API Integration with. The following steps highlight how to do this:

1. In the System Admin Panel, go to Users
2. Create a new user
 - a. We recommend that you label the new user “QwicklyUser” or equivalent
3. In the Edit User’s Profile Information view, navigate to system roles

4. Select your custom role and add it to the user's selected role
5. Press submit to save these settings

SYSTEM ROLES

Select one or more System Roles

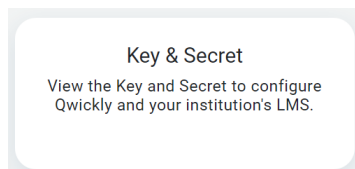
Note: Any role other than None, Observer, or Guest will grant access to the Administrator Panel.

Once this is done, you may choose to create the REST API Integration by registering your user account (with the custom Role) as the Learn User

Please note that some schools might run scripts that delete users who are not attached to any courses. When this happens, our tool will display an error because no data loading can be done.

Get Your LTI Client Key and Secret

Quickly will provide each Client with a Key and Secret that will be used when creating the LTI link for Attendance. You will find your key and secret on a tile in your dashboard.



Registering the Quickly Attendance Application in your Instance

Quickly Attendance has to be registered as an application allowed to make API calls in your instance.

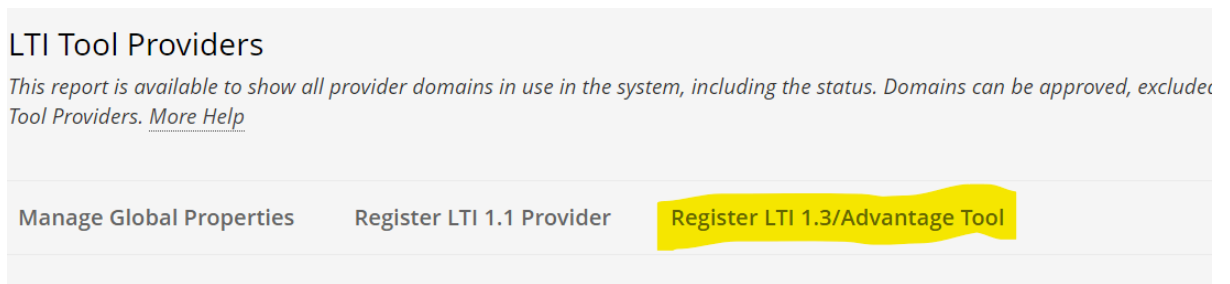
1. Go to System Admin > Integrations: **REST API Integrations**
2. In REST API Integrations, click Create Integration

3. In create integration, use the following values:
 - a. Application ID: **<Application ID from the Instance Manager> Do not copy and paste leading spaces, that will cause an error.**
 - b. Learn User: **<Your account with Custom Role for REST API Integration> (e.g. QwicklyUser)**
4. Click submit to create the REST API integration.

Create the LTI Tool Providers Integration

Note: These steps may vary according to Blackboard Release Versions. We will provide the URLs for each specific page to the best of our knowledge.

1. Go to System Admin > Integrations: LTI Tool Providers
2. Click on Register LTI 1.3/Advantage Tool



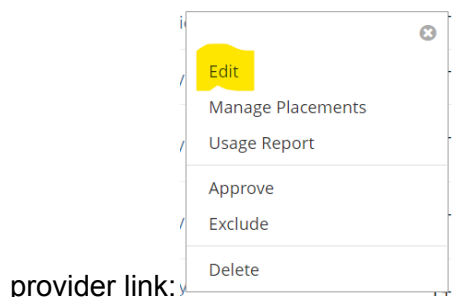
- 3.
4. Enter the client ID: 560b4026-c41d-4f18-b99d-5a5ff1a96423
5. You will receive a popup indicating that you are installing a new LTI 1.3 tool
6. The page will populate

TOOL STATUS

The following fields are read-only, but you can toggle the status of this tool

Client ID	d6a70d8e-a807-4309-a423-ff64d894c0f8
Name	Qwickly Tools
Description	Qwickly tools for Blackboard Learn.
Deployment ID	

- 7.
8. Click submit to create the LTI tool provider integration
9. Go to Admin > LTI Tool Providers > Edit on the **uk.qwickly.tools** Qwickly Tools



10. COPY the Deployment ID:

Deployment ID



11. Navigate to the Qwickly Dashboard at **uk.qwickly.tools** > your instance > click the 1.3 icon

12. Paste the Deployment ID for your product or products.

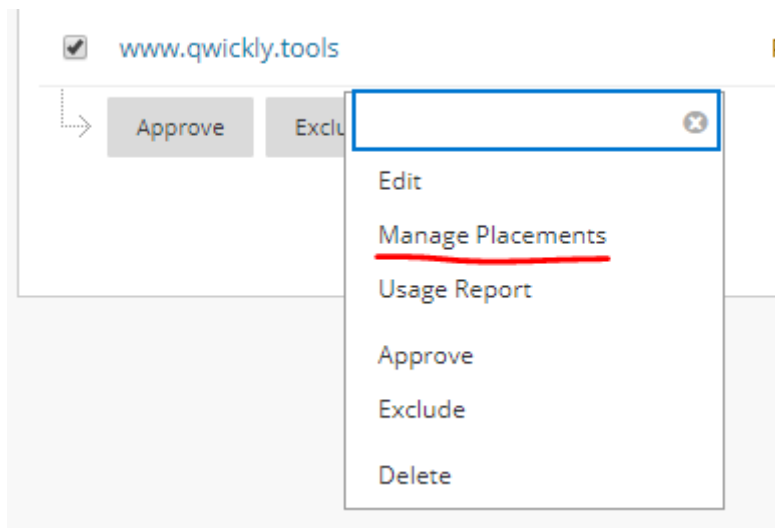
a. If you have multiple Qwickly products, the same deployment ID is used

13.

14. Click Submit

15. Return to Blackboard > Admin > LTI Tool Providers

16. Once you see the LTI Provider link for **uk.qwickly.tools** click on the drop down and select 'Manage Placements'



17. Click 'Create Placements'

LTI Placement Types

There are different configuration options for LTI placements in Blackboard. You can have one or more placements, depending on your use cases. There are three main types of useful placements:

1. **RECOMMENDED:** As a student Course Tool: This placement can be used by Student and Instructors. *It will be available under "Tool Links"*. Enter the following values:

a. **Type:** Course Tool (Student)

- b. **Launch In a New Window:** True
 - c. **Tool Provider URL:** <https://uk.qwickly.tools/attendance/launch/>
- 2. As a non-student Course Tool: This placement can be used by instructors. *It will be available under "Course Tools"*. Enter the following values:
 - a. **Type:** Course Tool
 - b. **Launch In a New Window:** True
 - c. **Tool Provider URL:** <https://uk.qwickly.tools/attendance/launch/>
- 3. As a Course Content Tool: This placement can be used by Students and Instructors. It is accessible in the Bb Mobile app. *It will be available under a course's "Content"*. Enter the values:
 - a. **Type:** Course Content Tool
 - b. **Launch In a New Window:** True
 - c. **Tool Provider URL:** <https://uk.qwickly.tools/attendance/launch/>

The following icon can be used when creating the LTI placement:

http://goqwickly.com/imgs/logo_250x250p.png

Note for Blackboard Ultra users: If a course is set to have Ultra view, the Attendance LTI tool that you have created will be found in the Content Market > Institution Tools

Next Steps

Administrator Settings: The settings for Qwickly Attendance are accessed from uk.qwickly.tools. After logging in, visit "Manage Instances" under the Qwickly dashboard and click 'Attendance Settings' on the panel that you want to use the product (test, production, staging, or wherever you have set up Qwickly Attendance). An overview of these system settings is available at

<https://qwickly.zendesk.com/hc/en-us/articles/360021845952-Qwickly-Attendance-LTI-System-Settings-Overview>

Set Up Semesters: More information is detailed at

<https://qwickly.zendesk.com/hc/en-us/articles/360045511912-Qwickly-LTI-Setting-up-semester-for-Qwickly-Attendance-LTI-and-Qwickly-Attendance-Pro>

Helpful Links

Troubleshooting Issues: If you have issues launching or setting up the platform, please check the following

1. Do you need to edit administrative Attendance settings?

Log in at uk.qwickly.tools and in the upper right hand corner go to Dashboard, and Manager Instances. In the Manage Instances screen, click Attendance Settings.

<https://qwickly.zendesk.com/hc/en-us/sections/360010312152-Qwickly-Attendance-for-System-Administrators->

2. Check to make sure the LTI tool is enabled. This is a Blackboard product that allows your system to launch LTI tools. System Admin > Tools > LTI. The tool needs to be enabled for all courses using Qwickly Attendance. You can check that at the course level > left hand nav > Customization > Tool Availability

Blackboard Help - Learning Tools Interoperability : Blackboard Help page for System Administrators that has in-depth information on LTI integration and configuration options.

https://help.blackboard.com/Learn/Administrator/SaaS/Integrations/Learning_Tools_Interoperability