

Getting Started With Attendance LTI - Blackboard Learn

Required Version:

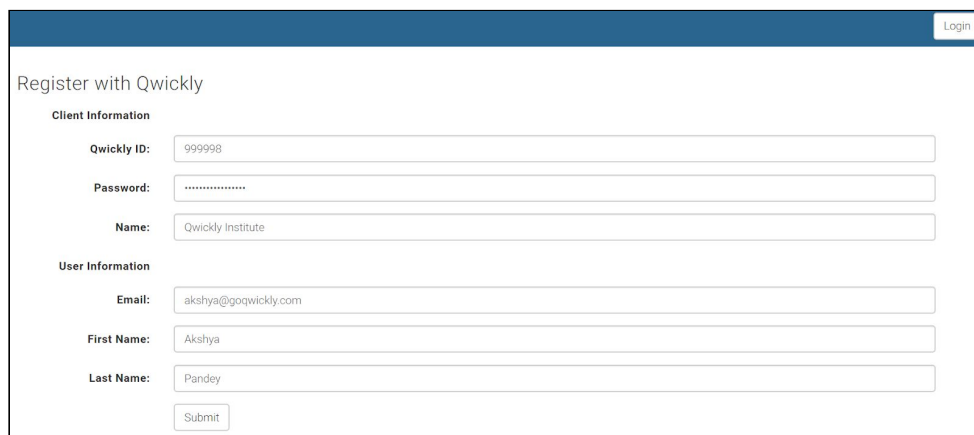
3200.7.0 (without Custom Roles support)

3300.5.0 (Custom Roles Supported)

Registering with Qwickly

For first time setup, the Client Information has to be registered with Qwickly, along with a user account to manage the client. You will need your **Qwickly ID** and **Password** to register. (If you are unsure about this information, please contact us)

1. Go to <https://www.qwickly.tools/register/attendance/>
2. Fill out the Client Information and User Information fields
3. Press Submit. You will be logged into qwickly.tools as the registered user.



The screenshot shows a web form titled "Register with Qwickly". It is divided into two main sections: "Client Information" and "User Information".

Client Information:

- Qwickly ID: 999998
- Password: [Redacted]
- Name: Qwickly Institute

User Information:

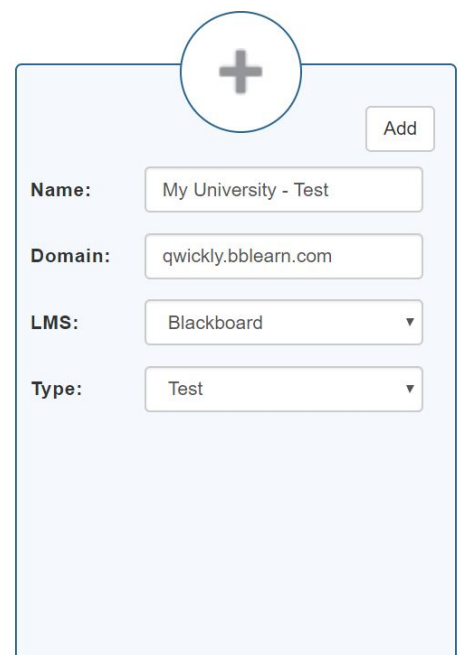
- Email: akshya@gqwickly.com
- First Name: Akshya
- Last Name: Pandey

A "Submit" button is located at the bottom of the form. A "Login" button is visible in the top right corner of the page header.

Registering Your Instance with Qwickly

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

4. From the Dashboard, navigate to **Manage Instances** (<https://www.qwickly.tools/instances/manage/>)
5. Select the client you wish to add an instance for.
6. Register your instance with the following values:
 - a. Name: **<Name Your Instance>** (Ex: My University - Test environment)



The screenshot shows a form for adding a new instance. It features a large blue plus sign in a circle at the top center and an "Add" button in the top right corner.

The form fields are:

- Name: My University - Test
- Domain: qwickly.bblearn.com
- LMS: Blackboard (dropdown menu)
- Type: Test (dropdown menu)

- b. Domain: **<Your Domain>** (example: quickly.blackboard.com)
- c. LMS: **Blackboard**
- d. Type: **Test/Production**

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

Creating a System Role for Quickly Attendance REST Integration

Quickly 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 Quickly 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 "QuicklyAttendanceRole"
4. When prompted to Manage Privileges for your custom role, check the following privileges to add to the default privileges:
 1. Course/Organization Control Panel (Users and Groups) > Users > Change User's availability in Course/Organization
 2. Administrator Panel (Users) > Users
 3. Administrator Panel (Courses) > Courses
 4. Administrator Panel (Courses) > Courses > Merge
 5. Administrator Panel (Users) > Users > Edit > View Course Enrollments
 6. Course/Organization Control Panel (Grade Center) > Full Control
 7. Course/Organization Control Panel (Packages and Utilities) > Export Course/Organization
 8. Course/Organization > Groups > View All Groups
 9. Administrator Panel (Users) > Users > Edit > View Organization Enrollments
 10. Course/Organization Control Panel (Customization) > Properties
 11. Administrator Panel (Courses) > Courses > Edit > Enrollments > Add Enrollment
5. Once these permissions have been selected, hover over the Privileges button and click on Permit Privileges



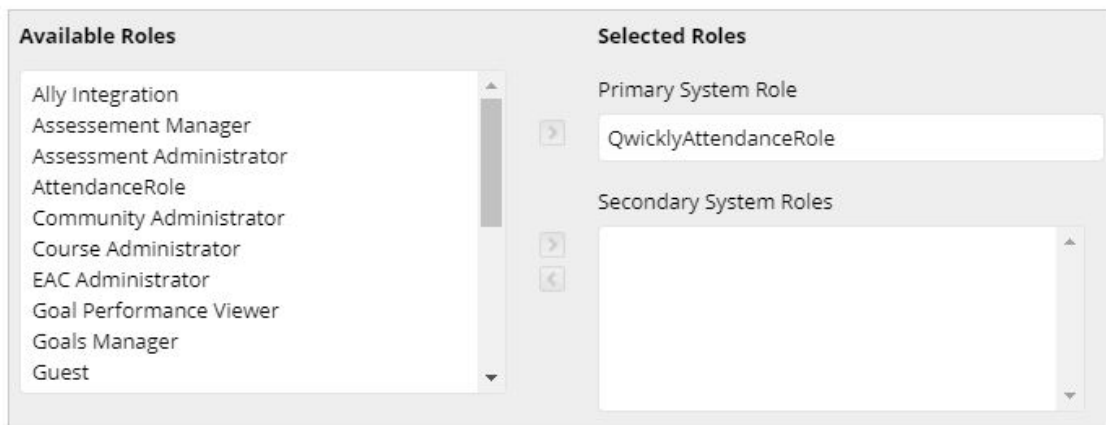
Once this Custom Role has been created, it should be assigned to the user account with which you plan to create the REST API Integration with. The following steps highlight how to do this:

1. In the System Admin Panel, go to Users
2. Either select a pre-existing user and select edit, or create a new user
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

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 the top of the **Manage Instances** page.



Select Client

999998 - Akshya Inst.

Key: 88049c89-b1020d63083bbdeb-874b90813610b1a9

Secret: p2d0U2lf8rujJVazgxPs7FgiOgjlec6CrZkJyeAc2do

Registering the Qwickly Attendance Application in your Instance

Qwickly 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>**
 - b. Learn User: **<Your account with Custom Role for REST API Integration>**
(Example: matt@goqwickly.com)

GENERAL INFORMATION

Application ID	d6a70d8e-a807-4309-a423-ff64d894c0f8
Application	Qwickly Attendance
Developer	Akshya Pandey
* Learn User	<input type="text" value="qwickly"/> <input type="button" value="Browse..."/>
* Available	<input checked="" type="radio"/> Yes <input type="radio"/> No
* End User Access	<input checked="" type="radio"/> Yes <input type="radio"/> No
* Authorized To Act As User	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Service Default (No)

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
([.<your-bb-domain.com>/webapps/blackboard/execute/blti/manageToolProviders](http://<your-bb-domain.com>/webapps/blackboard/execute/blti/manageToolProviders))
2. Click on Register Provider Domain

LTI Tool Providers

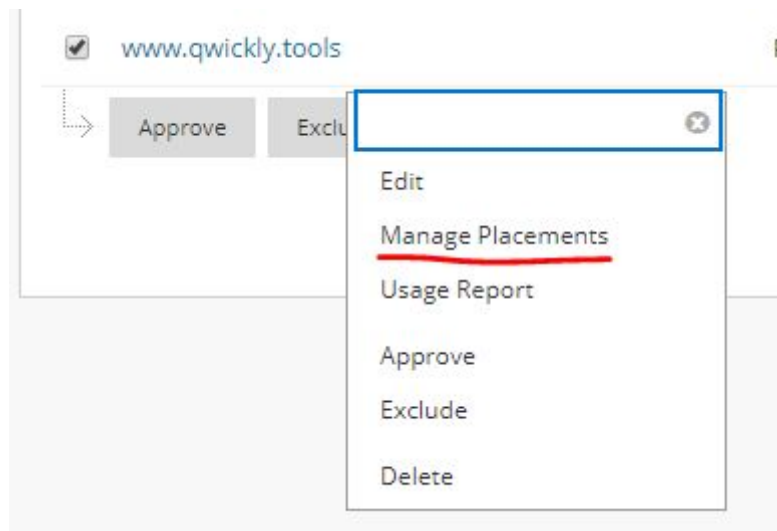
This report is available to show all provider domains in use in the system, including the status. Domain

Manage Global Properties

Register Provider Domain

Register LTI 2.0 Tool

3. Enter the following values:
 - a. Provider Domain: www.qwickly.tools
 - b. Default Configuration: **Set Globally**
 - c. Tool Provider Key: **<Qwickly Client Key from Instance Manager>**
 - d. Tool Provider Secret: **<Qwickly Client Secret from Instance Manager>**
4. Click submit to create the LTI tool provider integration
5. Once you see your LTI Provider Link, click on the drop down and select 'Manage Placements'



6. 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. 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. **Tool Provider URL:** <https://www.qwickly.tools/attendance/lti/>
2. 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. **Tool Provider URL:** <https://www.qwickly.tools/attendance/lti/>
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. **Tool Provider URL:** <https://www.qwickly.tools/attendance/lti/>

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

Opening LTI Placements in a New Window

Blackboard additionally allows you to launch your LTI Placements in a new window with a "Launch in New Window" Setting.

Launch in New Window

Safari users may face issues when using an LTI tool that opens in an iframe. As a work around, you can update your placements to launch in a new window.

Helpful Links

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

Turning off the Qwickly Attendance tool in the Blackboard Building Block when migrating to Qwickly Attendance LTI
<https://qwickly.zendesk.com/hc/en-us/articles/360021169812-Turning-off-the-Qwickly-Attendance-tool-in-the-Blackboard-Building-Block-when-migrating-to-Qwickly-Attendance-LTI>

Transfer Attendance Records from the Building Block to LTI
<https://qwickly.zendesk.com/hc/en-us/articles/360021569751-Transfer-Attendance-Records-from-B2-to-LTI>

