

Blackboardlearn⁺

*Blackboard Learn Release 9.1, SP8 & above
Pearson's MyLab/Mastering Building Block*

Version 1.1

Administrator Guide



Blackboard

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About Pearson's MyLab and Mastering Platforms

Pearson's MyLab and Mastering online learning products deliver customizable content and highly personalized study paths, responsive learning tools, and real-time evaluation and diagnostics. MyLab and Mastering products give educators the ability to move each student toward the moment that matters most --the moment of true understanding and learning.

About the MyLab/Mastering Building Block Integration

The building block provides single sign-on between Blackboard Learn 9.1 SP6+ and Pearson's MyLab and Mastering platforms (see Note). Using this integration instructors can provide direct links to MyLab and Mastering for their students and can transfer student grades back into the Blackboard Learn Grade Center.

Note:

Pearson has a similar platform called MyLabsPlus. This integration does not support MyLabsPlus. If you are interested in an integration between Blackboard Learn and MyLabsPlus you will need to install the MyLabsPlus Building Block. The MyLabs Plus Building Block is available directly from Pearson.

Pearson's MyLab/Mastering Building Block is available now on Behind the Blackboard for U.S. and Canada higher education institutions that license Blackboard Learn 9.1, Service Pack 6 and higher.

Configuring the Pearson's MyLab/Mastering Building Block

The Pearson MyLab/Mastering Building Block must be installed and enabled for use in courses. Download and install the MyLab/Mastering Building Block using the same process used for other Building Blocks. You can find the Building Block on Behind the Blackboard and in the Extensions Catalog.

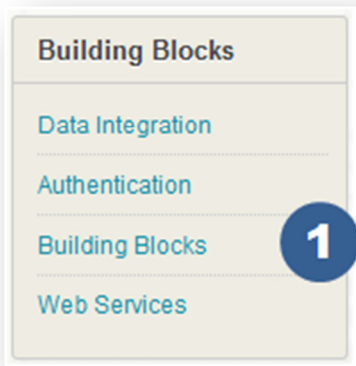
When installed, the MyLab/Mastering Building Block will default to **Inactive** in the **Availability** column and **Unavailable** in the **Course/Org Default** column.

Configuring and Registering the MyLab/Mastering Building Block

Follow these steps to configure and register the MyLab/Mastering Building Block:

Make the Building Block Available:

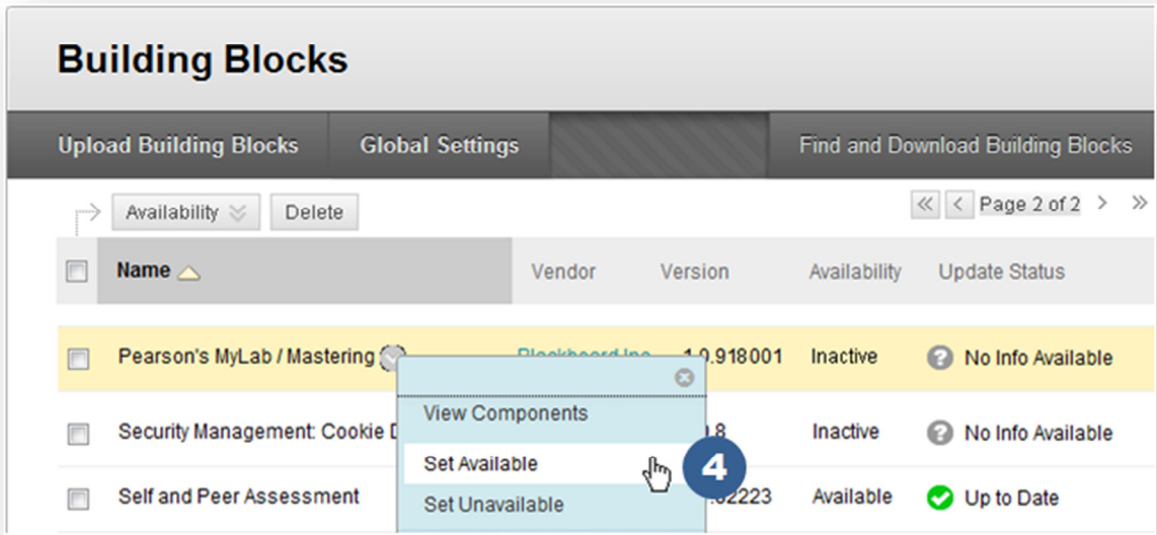
1. From the Administrator Panel, click **Building Blocks**.



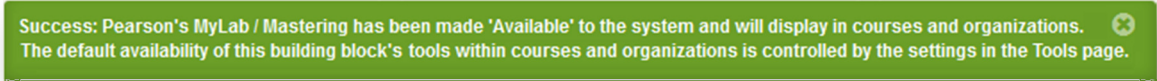
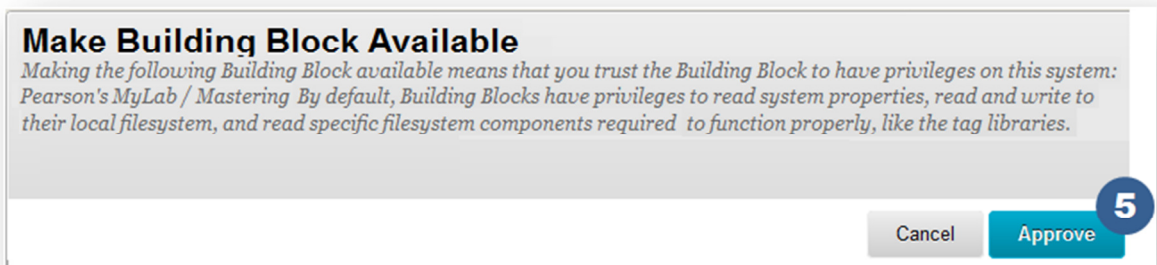
2. Click **Installed Tools**.



3. Locate the Pearson's MyLab/Mastering Building Block.
4. Select **Set Available** from the MyLab/Mastering Building Block contextual menu. (The down arrow for the contextual menu will appear when you hover over the name of the building block.)



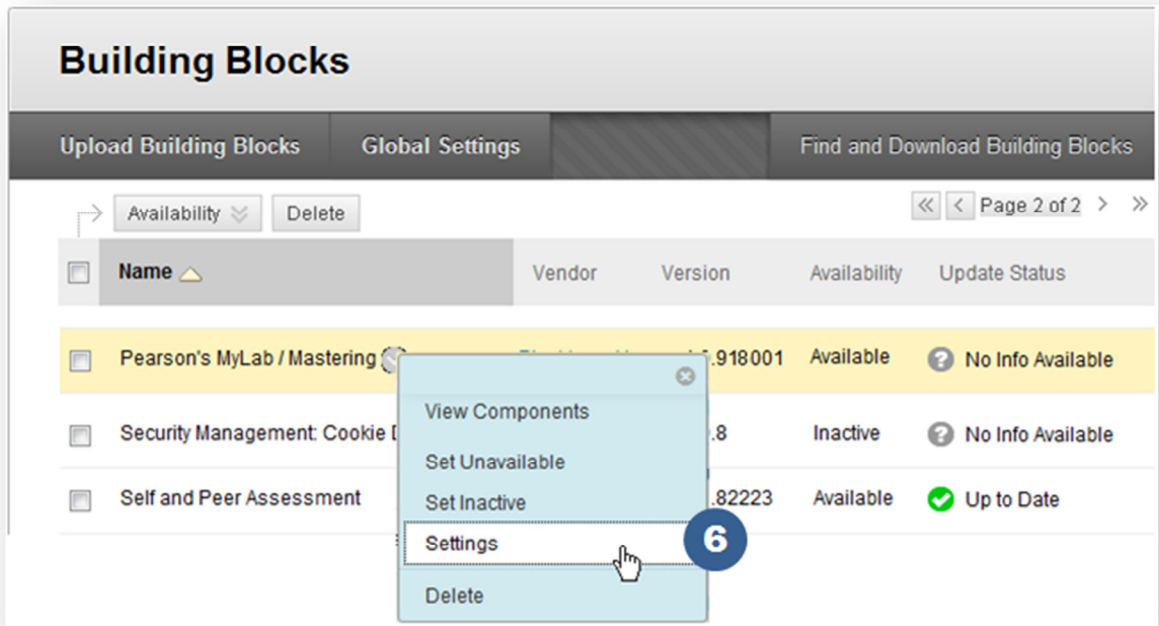
5. On the **Make Building Block Available** page, click **Approve**. A confirmation of success will appear above your list of Building Blocks when complete.



Configure and Register MyLab/Mastering Building Block:

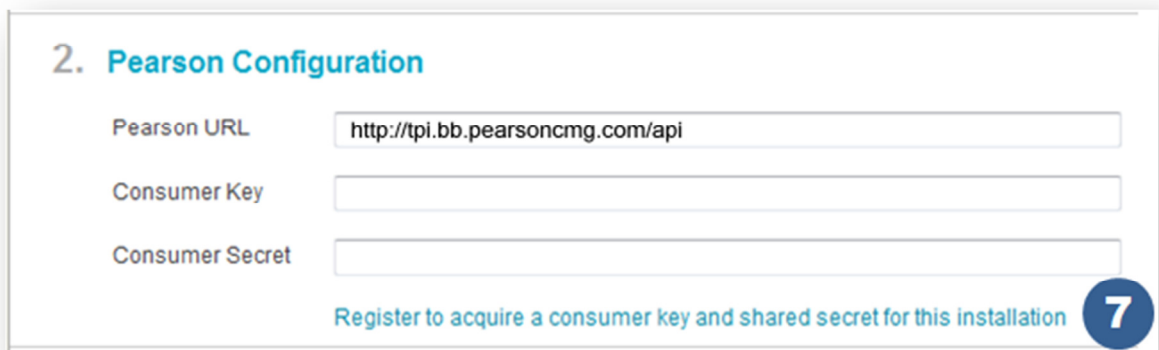
6. Locate the **MyLab/Mastering Building Block** and click **Settings** from the contextual menu.

Note: The Blackboard Learn server time must be accurate to plus or minus five minutes of UTC (Coordinated Universal Time), or the links between Blackboard Learn and Pearson MyLab/Mastering will fail.



Name	Vendor	Version	Availability	Update Status
Pearson's MyLab / Mastering		918001	Available	No Info Available
Security Management: Cookie		.8	Inactive	No Info Available
Self and Peer Assessment		82223	Available	Up to Date

7. In the Pearson Configuration section, click the **'Register to acquire a consumer key and shared secret for this installation'** link.



2. Pearson Configuration

Pearson URL:

Consumer Key:

Consumer Secret:

[Register to acquire a consumer key and shared secret for this installation](#)

8. On the **MyLab/Mastering Institution Setup Request** page, enter your institution and contact information and click **Submit**. You will be emailed a Consumer Key and Secret for the MyLab/Mastering Building Block for your institution via a secured site.

MyLab / Mastering

Institution Setup Request 8

For Blackboard integration with Pearson's MyLab / Mastering

Complete the form below to submit your institution setup request. A secure email message will follow containing the information necessary to complete the configuration of the Building Block.

Please submit separate requests with a distinct institution name for each Blackboard instance where you will be installing the Building Block. For example, if you are installing the Building Block on a test and production server please submit two requests using *My Institution Test* and *My Institution* as your institution names.

* Indicates required field

Your Institution *

Email Address *

 First Name *

 Last Name *

Phone Number

 Job Title

9. Upon receiving the information, enter (or cut and paste) the **Consumer Key** and **Consumer Secret** in the fields on the MyLab/Mastering Building Block Settings page.

2. Pearson Configuration

Pearson URL	<input type="text" value="http://tpi.bb.pearsoncmg.com/api"/>
Consumer Key	<input type="text" value="<Your institution's Consumer Key goes here>"/>
Consumer Secret	<input type="text" value="<Your institution's Consumer Secret goes here>"/>

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[Register to acquire a consumer key and shared secret for this installation](#)

NOTE: If your institution has **multiple Blackboard instances** (e.g., different production, test or staging Blackboard environments), each Blackboard instance will require a **unique set of Consumer Key and Consumer Secret**. **Do not** use the same **Consumer Key** and **Consumer Secret** on multiple Blackboard instances as this will cause data synchronization issues.

10. In the **Local System Information** fields, enter values for your service as follows:

3. Local System Information

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Installation Type	<input checked="" type="radio"/> PRODUCTION <input type="radio"/> STAGING <input type="radio"/> TEST <i>Indicate the type of this installation.</i>
Show User Acknowledgment Message	<input type="radio"/> Yes <input type="radio"/> No <i>Select Yes to warn users that they are crossing to an external site after they click a MyLab / Mastering component. Users can opt to discontinue the display of this warning.</i>
Message Text	<input type="text"/> <i>Text longer than the 256-character limit will be truncated.</i>

Installation Type: Identifies the type of installation for this instance of Blackboard Learn as **Production**, **Staging**, or **Test**. The **Installation Type** defaults to **Production**.

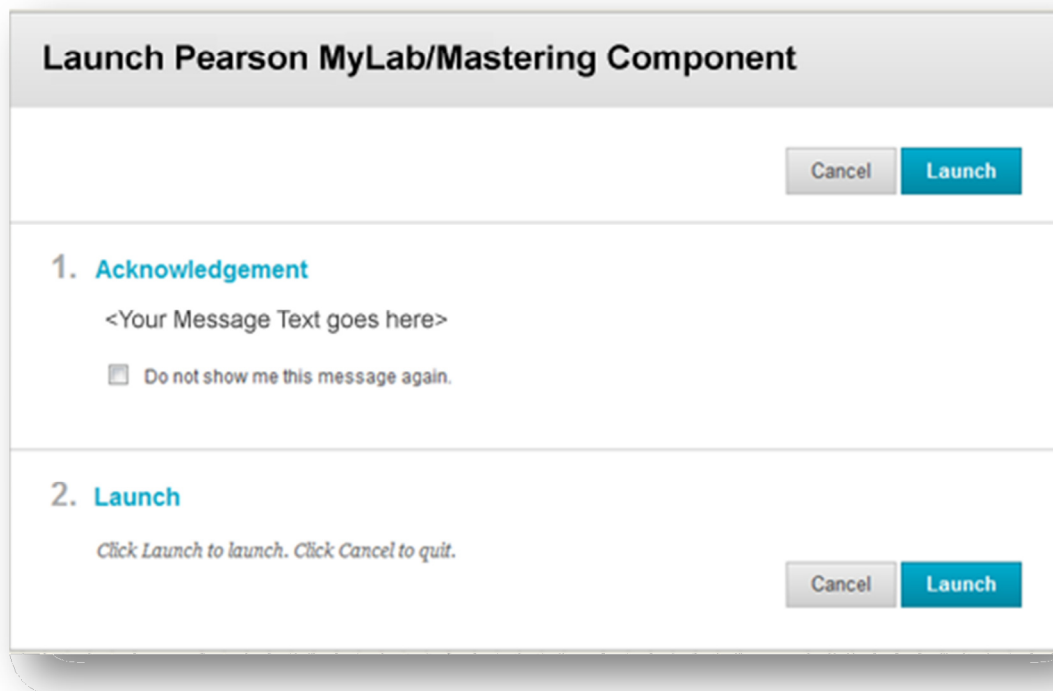
However, it is important that you select the appropriate **Installation Type** so that your Blackboard support teams can accurately identify your Blackboard instance and provide the correct level of support.

Show User Acknowledgement Message:

Select **Yes** to pop up your message each time a user clicks a MyLab/Mastering link notifying them that they are accessing a link outside of Blackboard Learn. A checkbox accompanies the notification, allowing users to hide the message for future access into MyLab/Mastering.

Select **No** to prevent the Acknowledgement screen from displaying.

Message Text: If **Show User Acknowledgement Message** is selected as **Yes**, the administrator **must** include a customized message which will be included on the Acknowledgement screen shown below.



11. Under the **Blackboard Course Roles Mapping** section, map Blackboard course roles with MyLab/Mastering roles.

Instructor Roles: Select all Blackboard courses roles which should be given instructor privileges in Pearson MyLab/Mastering courses linked to Blackboard Learn courses. The **Instructor** role is selected by default, but if there are additional roles, such as Teaching Assistant or Grader which should also have those privileges, select them here.

12. Click **Submit** to save all changes.

4. Blackboard Course Roles Mapping

Course Roles to Select *Select one or multiple Blackboard course roles that will map to the Instructor role in Pearson's MyLabs/Mastering. Instructor is recommended.*

Blackboard Roles	MyLab / Mastering Role
Student	Instructor
Teaching Assistant	
Course Builder	
Grader	
Guest	

Invert Selection *Select All* *Invert Selection* *Select All*

5. Submit

Click Submit to proceed. Click Cancel to quit.

Cancel **Submit** **12**

If you receive a **Configuration saved successfully** inline success receipt on the Building Blocks page, the Building Block was installed and configured successfully. The Registration Status will change to **OK** in the Pearson's MyLab/Mastering Building Block settings page.

If you receive an **Invalid Configuration** inline error receipt, look at the **Message** field in the **Registration Status** section for details. If the registration still fails after making the appropriate changes based on the error message, open a ticket on Behind the Blackboard.

NOTE:

- The Blackboard Learn server time must be accurate to plus or minus five minutes of UTC (Coordinated Universal Time), or the links between Blackboard Learn and MyLab/Mastering will fail.
- If your school's installation of Blackboard Learn is behind a firewall and the Building Block registration fails due to a connection timeout, open the following hostname and ports on the firewall to permit communication between MyLab/Mastering and Blackboard Learn:
 - **Hostname:** tpi.bb.pearsoncmg.com/api
 - **Ports:** 80 and 443
- Refer to the **Pearson's MyLab/Mastering Building Block Release Notes** on Behind the Blackboard for details on the integration, correct Building Block package for your Blackboard Service Pack and, open and resolved issues.

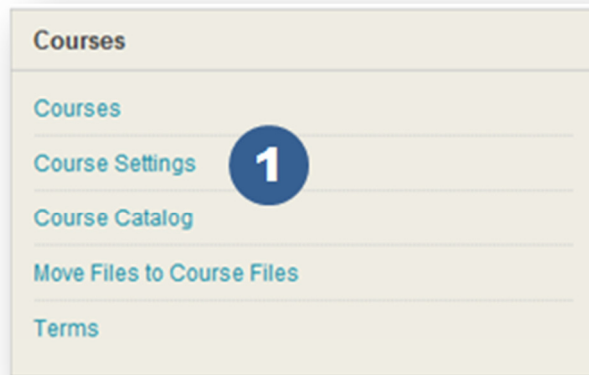
Upgrading Pearson's MyLab/Mastering Building Block

- As a best practice, when **upgrading** the Pearson MyLab/Mastering Building block to a new version, always **delete** the old version of the Building Block before installing the new version. The existing Pearson MyLab/Mastering configuration and settings will not be removed if you delete the old Building Block and install the new version; in fact they will be retained in the database and re-appear once the new version is installed.

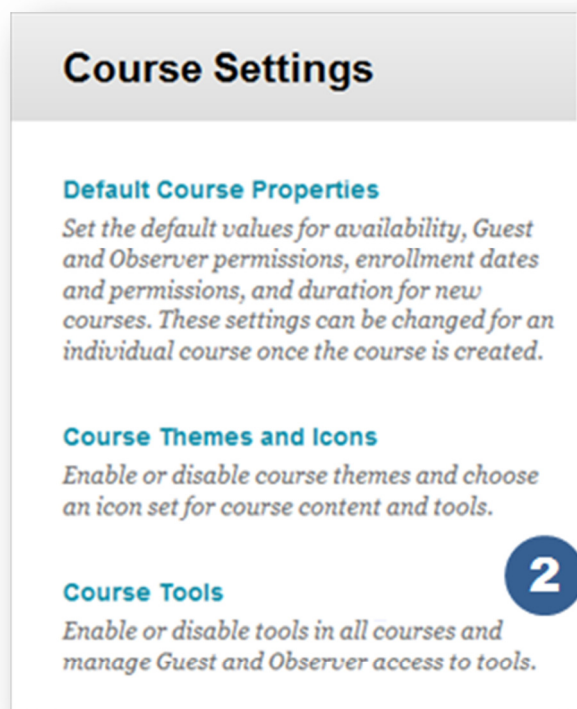
Managing MyLab/Mastering for all Courses and Organizations

Follow these steps to manage the MyLab/Mastering Building Block in the Course or Organization Tools area.

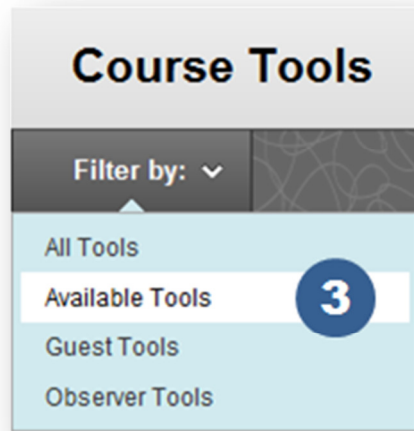
1. From the Administrator Panel, under **Courses**, click **Course Settings** or, to enable in Organizations, under **Organizations**, click **Organization Settings**.



2. Click **Course Tools**. If enabling for Organizations, click **Organization Tools**.



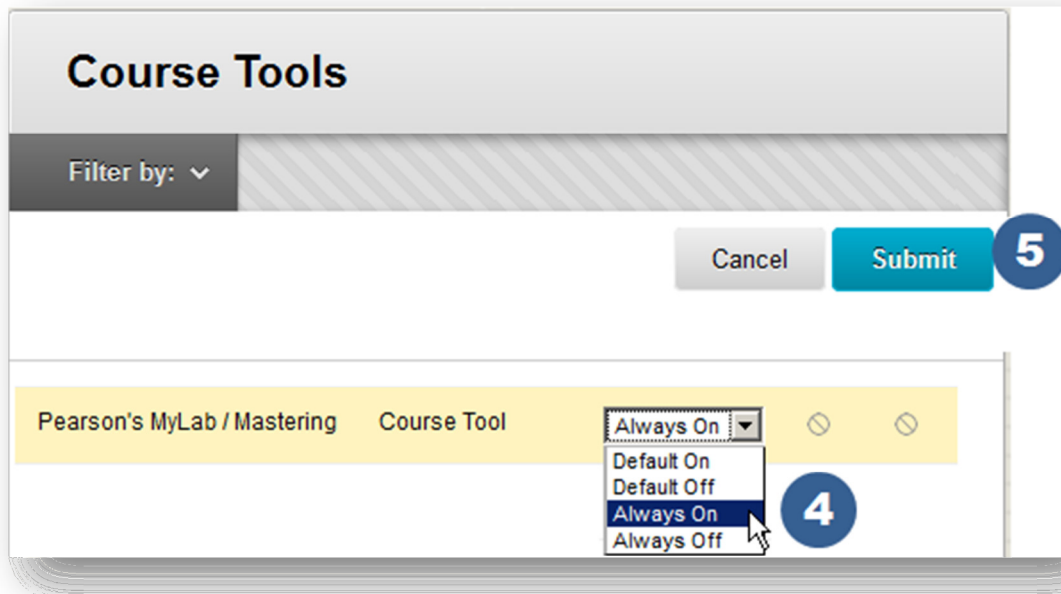
3. Filter by **Available Tools**.



4. Locate **MyLab/Mastering** in the list and select Default On for the Availability Default.

NOTE: The features of MyLab/Mastering course tools are not available to guests or observers.

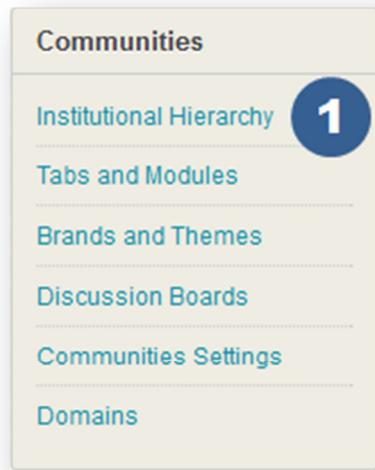
5. Click **Submit**.



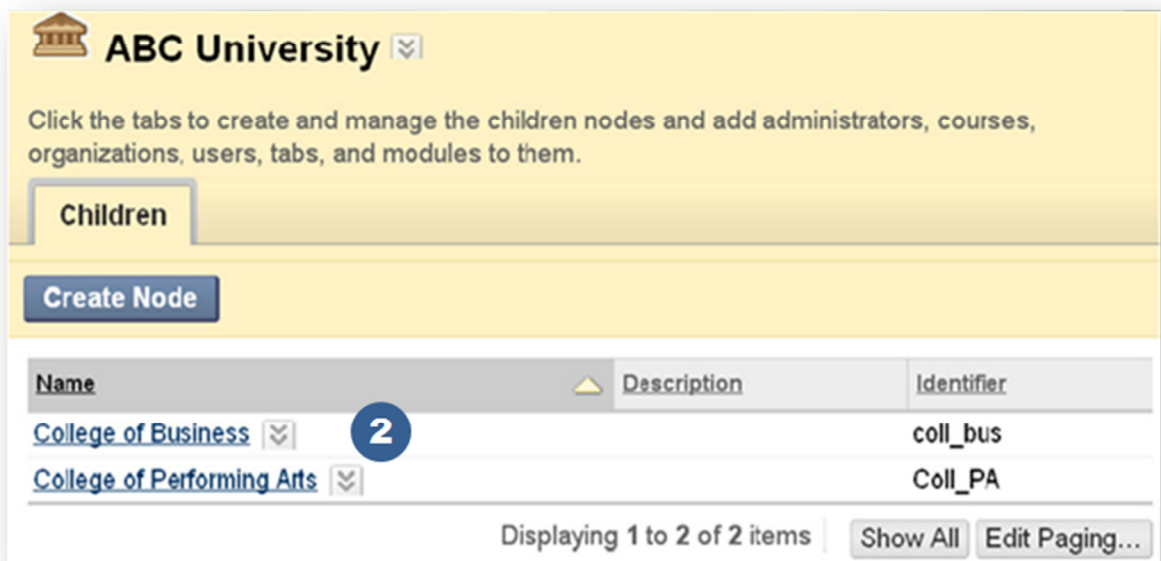
Institutional Hierarchy – Community Engagement License Only

Follow these steps in Blackboard Learn 9.1 to manage the Pearson MyLab/Mastering tools for different nodes in the Institutional Hierarchy (available only for Blackboard Learn environments with Community Engagement license).

1. From the Administrator's Panel under Communities, click **Institutional Hierarchy**.



2. Click the name of the **Node** in which you want to edit the Pearson MyLab/Mastering tools.



3. Click the **Tools** tab and locate the Pearson MyLab/Mastering tools.

The screenshot shows the Blackboard interface for the College of Business. At the top, there are navigation tabs: Children, Administrators, Courses, Organizations, Users, Tabs, Modules, and Tools. The Tools tab is selected and highlighted with a blue circle containing the number 3. Below the tabs is a 'Filter by:' dropdown menu. On the right side, there are 'Cancel' and 'Submit' buttons. Below this is a table with the following columns: Tool, Tool Type, Availability Default, Allow Guests, and Allow Observers. The table lists three tools:

Tool	Tool Type	Availability Default	Allow Guests	Allow Observers
Pearson MyLab/Mastering Integration by Blackboard				
Pearson MyLab/Mastering	Course Tool	Default On 4	<input type="checkbox"/>	<input type="checkbox"/>
Pearson MyLab/Mastering	Organization Tool	Default On	<input type="checkbox"/>	<input type="checkbox"/>
Pearson MyLab/Mastering	Content Type	Default On	<input type="checkbox"/>	<input type="checkbox"/>

4. Change the Availability Default in the drop-down menu for the MyLab/Mastering tools.

5. Click **Submit**.

NOTES:

- The full features of Pearson MyLab/Mastering course tools are not available to guests or observers.
- After the “Availability Default” is set to “Default On,” the tool should now be available by default in all new Courses and Organizations created after the tool setting was changed. When the “Availability Default” is set to “Always On”, the tool should be available in all Courses and Organizations – new and old. This setting can be double-checked by accessing the Course and Organization Tools areas.

Removing Access to the MyLab/Mastering Building Block

To remove access to the MyLab/Mastering Building Block, change the Availability setting to **Inactive** on the **Building Blocks** page. This will remove all MyLab/Mastering features from Blackboard Learn. Grades transferred to the Grade Center are maintained. Links to MyLab/Mastering deployed inside courses will remain visible, but will not function.

To completely remove the MyLab/Mastering Building Block from Blackboard Learn, click the Delete button next to the Building Block name in the **Building Blocks** page

Setting the Availability to **Unavailable** is not recommended, as it will allow links inside courses to remain live.

Instructor and Student Access

Instructors and students will have access to Pearson MyLab/Mastering resources from within the Tools area of their courses.

Users whose accounts are not associated with their Pearson account will be prompted to associate them upon accessing any Pearson MyLab/Mastering component in their Blackboard course. They will need to follow instructions provided by Pearson MyLab/Mastering to associate their Blackboard and Pearson MyLab/Mastering accounts. Instructors will be able to associate their Blackboard course with a Pearson MyLab/Mastering course.

There will be some default support tools available to users even if their accounts/course is not associated with Pearson MyLab/Mastering. Upon association additional tools will be made available to users based on their roles.

Instructors will have the ability to set up Pearson MyLab/Mastering components in their Blackboard course content area. They will also have the ability to upload Pearson MyLab/Mastering grades into Bb using the gradebook file export feature in the Pearson products for all associated students. For Pearson MyLab/Mastering columns uploaded into the Grade Center, students can view the grade information in Blackboard from the My Grades view in the tools page.

Information Transmission Summary

The following table provides a summary of the information transmitted between your institution's Blackboard environment and the Pearson Education systems:

Category	Sent to Pearson	Received from Pearson
User Information	<p>Encrypted version of the user ID (external person key). Pearson does not have the ability to decrypt these identifiers.</p> <p>The SSL status of these links matches exactly that of the page where the link was placed. Please note that not all Pearson MyLab/Mastering sites support SSL throughout; the browsing experience may drop to plain HTTP at some points while visiting Pearson MyLab/Mastering.</p>	<p>Login ID of the associated Pearson MyLab/Mastering account.</p> <p>This information is always secured with Oauth during transmission and is only available to the student himself and the course instructor. The presentation of this information over SSL is dictated by the local configuration of Blackboard.</p>
Course Information	<p>Encrypted version of the course ID (external course key), course role is also sent. Pearson MyLab/Mastering does not have the ability to decrypt these identifiers. This course information is sent to Pearson when a user clicks on any Pearson MyLab/Mastering component within their Blackboard course.</p> <p>The SSL status of these links matches exactly that of the page where the link was placed.</p>	<p>Section ID of the associated Pearson MyLab/Mastering section.</p> <p>This information is always secured with Oauth during transmission and is only available to the student himself and the course instructor. The presentation of this information over SSL is dictated by the local configuration of Blackboard.</p>
Enrollment Information	<p>Normalized user roles based on the configuration in the building block settings page is sent. (User workflow for registration/enrollment in a Pearson MyLab/Mastering course is handled entirely by Pearson)</p>	<p>This information is always secured with Oauth during transmission and is only available to the student himself and the course instructor. The presentation of this information over SSL is dictated by the local configuration of Blackboard.</p>
Pearson MyLab/Mastering course tool links	<p>None</p>	<p>Metadata about available content, tool links etc (title, due date, placement type etc.)</p> <p>This information is always secured with Oauth during transmission and is only available to the student himself and the course instructor. The presentation of this information over SSL is dictated by the local configuration of Blackboard.</p>

Cookies and Privacy Information

For more information about Blackboard Learn, visit the Blackboard Privacy Center at <http://www.blackboard.com/privacy/>.

For more information about Pearson's Privacy Policy, visit <https://register.pearsoncmg.com/reg/include/license2.jsp>.