

Tk20 Campus Wide

Navigation Guide (Faculty) _ Creating a Web Link in Blackboard

Overview

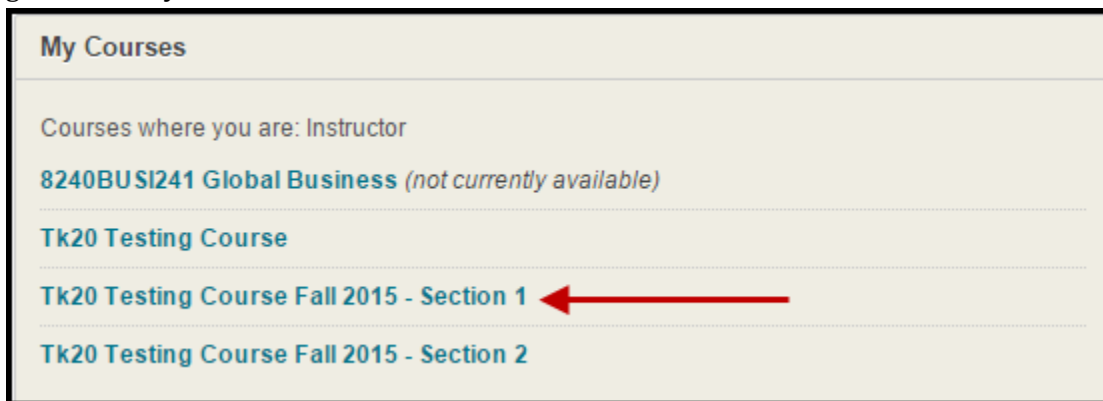
For purposes of program-level student learning outcomes assessment, students will submit key coursework assignments, and faculty will assess those assignments, in Tk20. Using Learning Tools Interoperability (LTI), access to Tk20 for students and faculty will be through Blackboard, the NJCU Learning Management System (LMS). Students and faculty can access Tk20 by clicking on a link created for their course in Blackboard, which then sends a string of information (including user, role, context, and assignment name) to bring the user to the appropriate location in Tk20. Additionally, grades resulting from rubric-based scoring can be sent from Tk20 back to Blackboard using the Grade Return Integration feature.

Creating a Web Link in Blackboard

Once an Assignment has been sent in Tk20, a web link can be built in Blackboard to enable access to the assignment.

Step 1: Getting Started

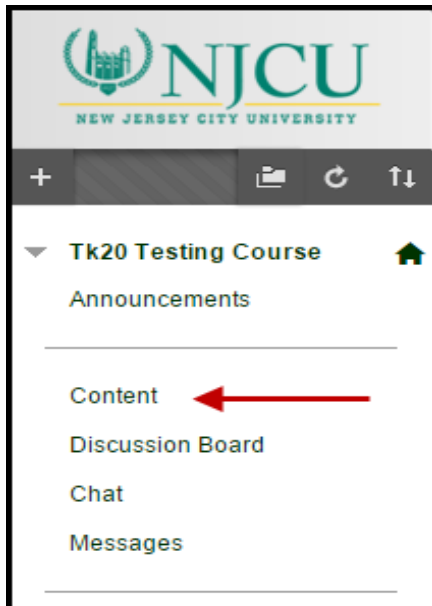
1. After logging in to Blackboard, select the class for which you want to create a web link to a Tk20 assignment in **My Courses**



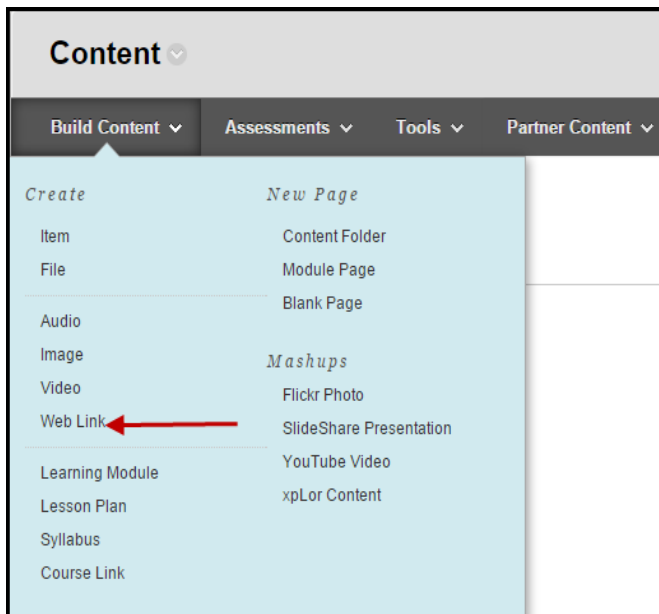
2. Select **Content** from the left menu

Tk20 Campus Wide

Navigation Guide (Faculty) _ Creating a Web Link in Blackboard



3. Under **Build Content**, select *Create*>**Web Link**



4. The *Create Web Link* page will open.

Tk20 Campus Wide

Navigation Guide (Faculty) _ Creating a Web Link in Blackboard

Step 2: Web Link Information

1. In the *Create Web Link* page, indicate the name of the Web Link
 - **IMPORTANT NOTE:** The name of the Web Link should match identically the name of the assignment. THE ASSIGNMENT NAME WILL BE PROVIDED TO YOU BY THE NJCU TK20 UNIT ADMINISTRATOR.
 - In the below example, the assignment name is **NJCU UA Tk20 Assignment Fall 2015 Test1**
 - Naming Convention for Assignments: <SUBJ> Tk20 Assignment <term>_<assignment name per department>
2. URL: This is the Launch URL for LTI Coursework Integration as defined in Tk20 and is always the below string:
 - <https://njcu.tk20.com/campustoolshighered/ltiAction.do?isapplication=coursework>
3. Check **This is a Tool Provider**
4. Check “Yes” for **Enable Evaluation**; additional options are presented:
 - Enter a value for ‘Points Possible’
 - Check “Yes” for ‘Visible to Students’
5. Enter a due date and time

Step 3: Description

1. Leave blank
 - **IMPORTANT NOTE:** The description must be left blank; otherwise, the web link to the assignment in Tk20 will be broken
2. A method to provide for assignment instructions is described below under **Adding an Item**

Tk20 Campus Wide

Navigation Guide (Faculty) _ Creating a Web Link in Blackboard

NEW JERSEY CITY UNIVERSITY

TK20 Instructor

My Web Courses Courses

Content > Create Web Link

Edit Mode is: ON

Create Web Link
A Web Link is a shortcut to a Web resource. Add a Web Link to a Content Area to provide a quick access point to relevant materials. [More Help](#)

* Indicates a required field.

Cancel Submit

WEB LINK INFORMATION

* Name: NJCU UA Tk20 Assignment Fall 2015_Test1

* URL: <https://njcu.tk20.com/campustoolshighered/llActic>
For example, <http://www.myschool.edu/>

This link is to a Tool Provider. What's a Tool Provider?

Enable Evaluation: Yes No

To set additional evaluation options, use the Column settings in the Grade Center

* Points Possible: 100

Visible to Students: Yes No

Due Date: 12/21/2015 11:55 PM
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

Step 4: Submit

1. Click **Submit**
2. A **Success** message will be displayed, and the Web Link will appear as Content

NEW JERSEY CITY UNIVERSITY

TK20 Instructor

My Web Courses Courses

Content

Edit Mode is: ON

Success: NJCU UA Tk20 Assignment Fall 2015_Test1 created.

Content

Build Content Assessments Tools Partner Content

NJCU UA Tk20 Assignment Fall 2015_Test1

Tk20 Campus Wide

Navigation Guide (Faculty) _ Creating a Web Link in Blackboard

Step 5: Aligning the Web Link

1. In the event you are using this Tk20 assignment in more than one course, and/or you have more than one Tk20 assignment in a course, it is necessary to align the web link and the assignment. This is a one-time step, and must be done in order for enrolled students to see the assignment(s) for their classes).
2. To align the web link and the assignment, click on the assignment link in the **Content** window. The coursework selection menu will display.
3. Select the coursework you want to link to by clicking the radio button in the left-most column, then clicking "Select." In our example, we are linking to the assignment **NJCU UA Tk20 Assignment Fall 2015_Test1** in Section 1 of the Tk20 Testing Course.
4. Once this alignment is completed, the "pairing" remains for the rest of the term, and will not display again. Note that students do not see this coursework selection menu; however, if this step (when required) is not done, students will receive an error message.

Welcome Online Learning. Please select the coursework you want to link to.

Term: All

Title	Type	Course Number	Section	Section ID
<input type="radio"/> Lesson Plan	assignment	Tk20 Testing Course	Tk20 Testing Course	Tk20 Testing Course
<input checked="" type="radio"/> NJCU UA Tk20 Assignment Fall 2015_Test1	assignment	Tk20 Testing Course	1	TK011158
<input type="radio"/> Oral Project: Setting a Business Abroad	assignment	BUSI241	1	82401154
<input type="radio"/> NJCU UA Tk20 Assignment Fall 2015_Test2	assignment	Tk20 Testing Course	2	TK021158

←

Step 6: Verify Web Link

1. Click on the assignment link in the **Content** window
2. The Tk20 Assignment Report page will display, listing students to whom the assignment will be sent (by default all students enrolled in the course)
3. The left-most column displays an icon that indicates the submission status (note all are red, indicating no submissions as of the web link creation)











Tk20 Campus Wide

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NJCU UA Tk20 Assignment Fall 2015_Test1

► Assignment Report

Click on a student's name to complete the assessment. [What do the icons on this page mean?](#)

	Student ▲	Status	Due Date	Submit Date	Grade	Actions
●	1_train	Open For Editing	12/21/2015 11:55:00 PM			 
●	2_train	Open For Editing	12/21/2015 11:55:00 PM			 
●	3_train	Open For Editing	12/21/2015 11:55:00 PM			 
●	4_train	Open For Editing	12/21/2015 11:55:00 PM			 
●	5_train	Open For Editing	12/21/2015 11:55:00 PM			 

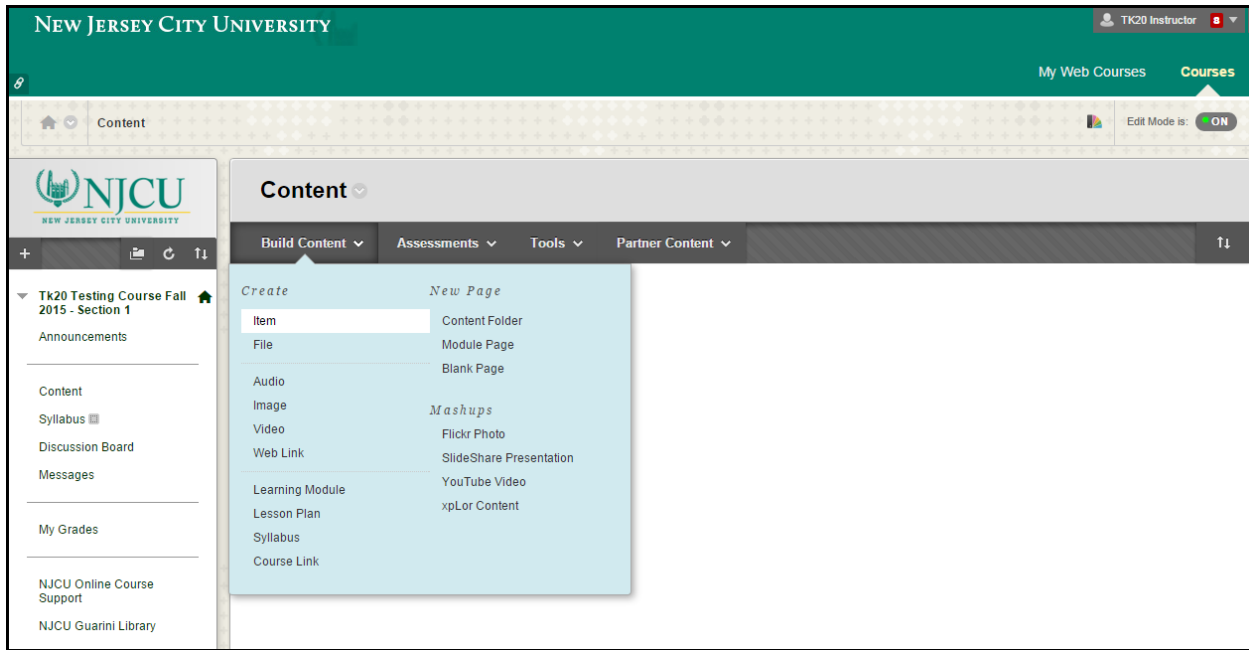
Save

Step 7: Adding an Item

1. An Item can be added to present to the students the assignment instructions
2. Under **Build Content**, select **Item**
3. Assign a Name to the Item and select the font color for the Name
4. Add text and any attachments that are required.
5. Review, and move to the top of the frame.

Tk20 Campus Wide

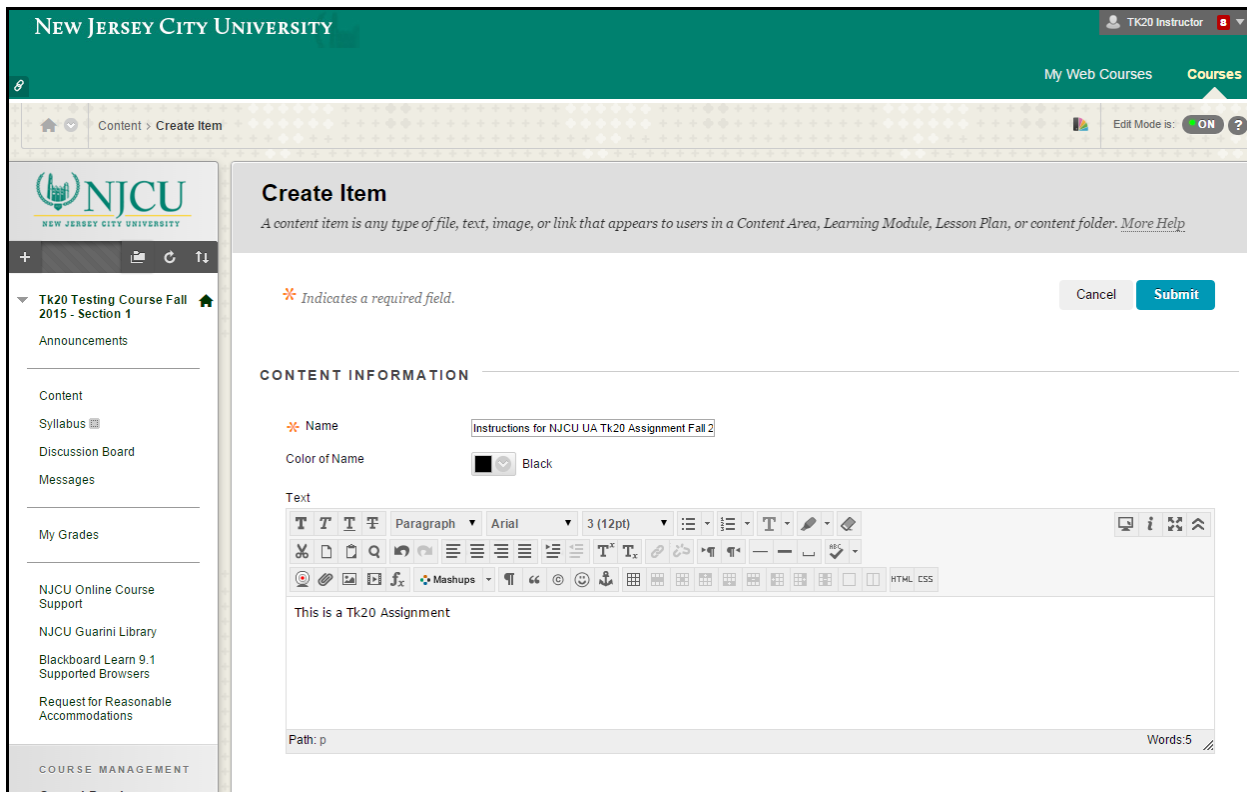
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The screenshot displays the Blackboard user interface for a faculty member. At the top, the header shows "NEW JERSEY CITY UNIVERSITY" and the user's name "TK20 Instructor". Below the header, there are navigation tabs for "My Web Courses" and "Courses". The main content area is titled "Content" and features a menu with options: "Build Content", "Assessments", "Tools", and "Partner Content". The "Build Content" menu is open, showing a list of content types under "Create" and "New Page" sections. The "Web Link" option is highlighted. On the left side, there is a sidebar with a course navigation menu for "Tk20 Testing Course Fall 2015 - Section 1", including links for "Announcements", "Content", "Syllabus", "Discussion Board", "Messages", "My Grades", "NJCU Online Course Support", and "NJCU Guarini Library".

Tk20 Campus Wide

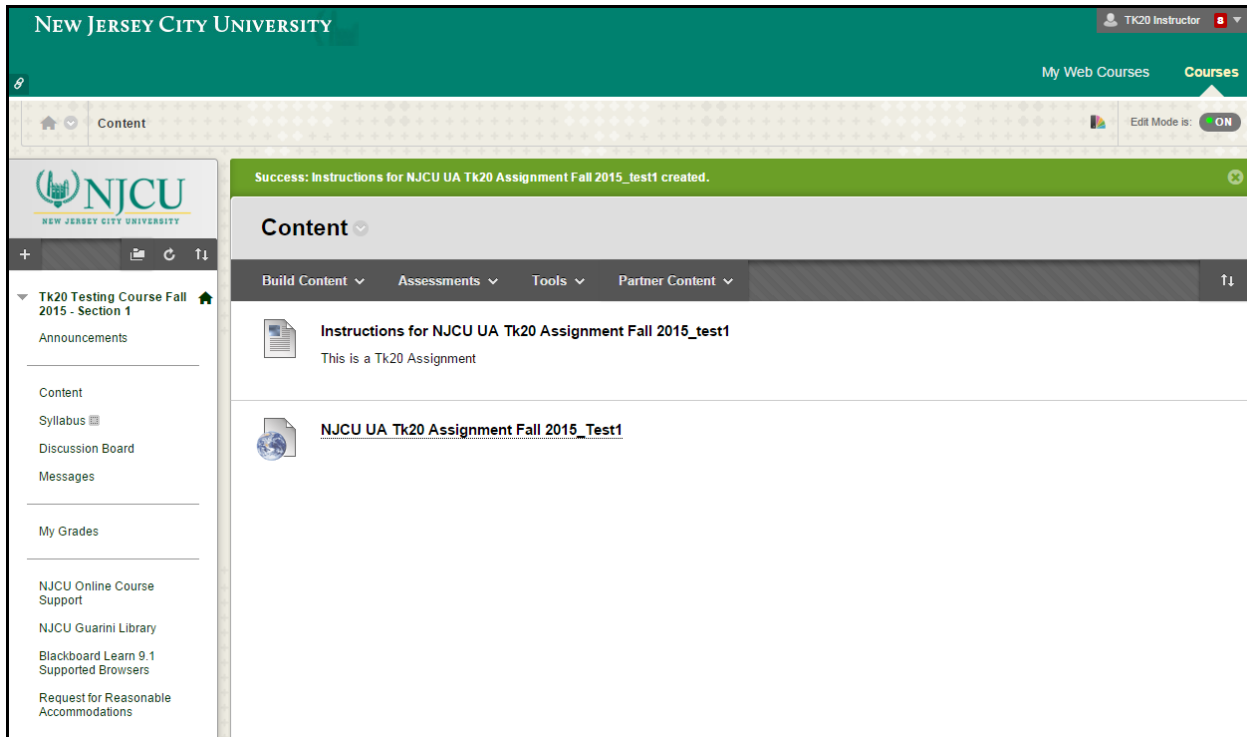
Navigation Guide (Faculty) _ Creating a Web Link in Blackboard



The screenshot shows the Blackboard 'Create Item' interface. At the top, the header includes 'NEW JERSEY CITY UNIVERSITY' and 'TK20 Instructor'. The main navigation bar shows 'My Web Courses' and 'Courses'. The breadcrumb trail is 'Content > Create Item'. The left sidebar contains a course list for 'Tk20 Testing Course Fall 2015 - Section 1' with sub-items like 'Announcements', 'Content', 'Syllabus', 'Discussion Board', 'Messages', 'My Grades', and various support links. The main content area is titled 'Create Item' and includes a description: 'A content item is any type of file, text, image, or link that appears to users in a Content Area, Learning Module, Lesson Plan, or content folder. [More Help](#)'. A note states '* Indicates a required field.' There are 'Cancel' and 'Submit' buttons. The 'CONTENT INFORMATION' section has a 'Name' field with the text 'Instructions for NJCU UA Tk20 Assignment Fall 2' and a 'Color of Name' dropdown set to 'Black'. Below this is a rich text editor with a toolbar and the text 'This is a Tk20 Assignment'. At the bottom, the 'Path' is 'p' and the word count is 'Words: 5'.

Tk20 Campus Wide

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The screenshot displays the Blackboard LMS interface for a faculty member. The top navigation bar includes "NEW JERSEY CITY UNIVERSITY" and "TK20 Instructor". The main content area shows a success message: "Success: Instructions for NJCU UA Tk20 Assignment Fall 2015_test1 created." Below this, the "Content" section is active, showing a list of items: "Instructions for NJCU UA Tk20 Assignment Fall 2015_test1" (with a sub-note "This is a Tk20 Assignment") and "NJCU UA Tk20 Assignment Fall 2015_Test1". The left sidebar contains navigation options for the course, including "Announcements", "Content", "Syllabus", "Discussion Board", "Messages", "My Grades", and various support links.