

Follett Student Experience for Brightspace

Follett Student Experience – the “My Materials” link (previously known as Discover Access) allows users to view and access their course materials inside and outside of their courses. Additionally, it will take faculty to their Adopt experience. For ease of use for faculty and students the My Materials LTI link should be placed in the Homepage and Course Navbars on your Brightspace campus.

Implementation Process

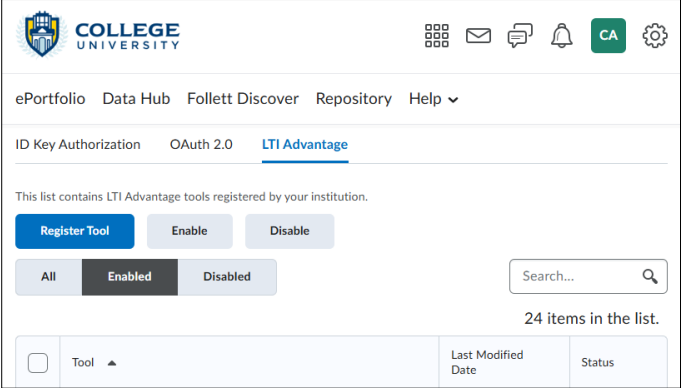
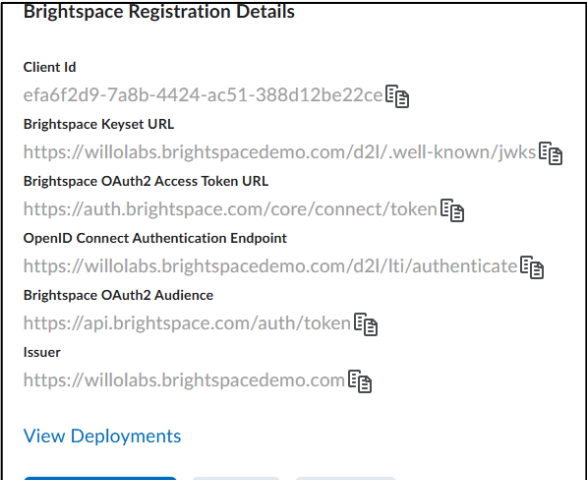
Follett My Materials utilizes LTI 1.3 to integrate into your Brightspace instance. Your Follett Integration Specialist will work with you to implement the Follett My Materials LTI 1.3 app on Brightspace.

Implementation Steps

Step	Action	Owner
1	Configure Follett My Materials App in Brightspace	Brightspace Admin
2	Complete Connection Configuration in Follett	Follett Integration Specialist
3	Add Follett My Materials to Homepage	Brightspace Admin and Follett Integration Specialist
4	Test My Materials Launch	Brightspace Admin
5	Add Follett My Materials to Course Navigation	Brightspace Admin
6	Complete Follett My Materials Integration Project	Brightspace Admin and Follett Integration Specialist

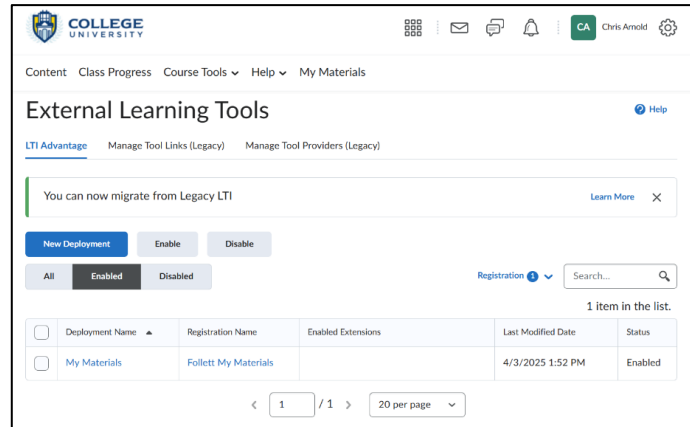
Configuring Follett My Materials LTI 1.3 App in Brightspace

Register Follett My Materials LTI Advantage Tool

1. Log into Brightspace as an Administrator, navigate to the Admin menu, and select **Manage Extensibility**.
 2. Click on the **LTI Advantage** tab and select the **Register Tool** button.
 3. Select the **Standard** mode.
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4. Complete the following fields:
 - a. **Name:** My Materials
 - b. **Description:** Follett My Materials is a comprehensive set of tools enabling hassle-free access for instructors and students to all course materials.
 - c. **Domain:** <https://blti.betterknow.com>
 - d. **Redirect URLs:** <https://blti.betterknow.com/lti3>
 - e. **OpenID Connect URL:** https://blti.betterknow.com/oidc/login_initiations
 - f. **Target Link URI:** <https://blti.betterknow.com>
 - g. **Keyset URL:** <https://blti.betterknow.com/jwks/<CampusRealm>/jwk>
 - i. **Note:** URL needs to be updated with Campus Realm aka Customer ID. Remove **<CampusRealm>** and replace with the value provided by your Integration Specialist.
Example: <https://blti.betterknow.com/jwks/mystateu/jwk>
 - h. **Extensions:** None
 - i. **Roles:** Select **Send Institution Role**
 5. Click **Register** button.
 6. Click on the **LTI Advantage** tab.
 7. Click on the newly created tool and navigate to the bottom of the page. Record the following values:
 - a. Client Id
 - b. Brightspace Keyset URL
 - c. Brightspace OAuth2 Access Token URL
 - d. OpenID Connect Authentication Endpoint
 - e. Issuer
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Deploy Follett My Materials LTI Tool

1. Navigate to the Admin menu and select **External Learning Tools**.
2. Click on the LTI Advantage tab and click on **New Deployment**.

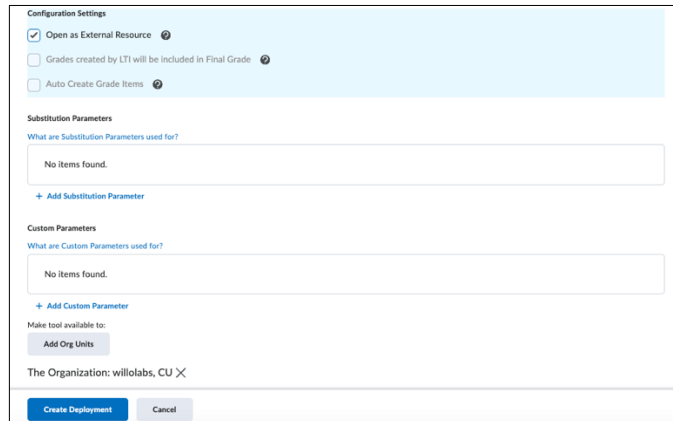


3. Complete the following fields:
 - a. Toggle to the **Enabled** state.
 - b. **Tool:** Choose the tool created in the previous step.
 - c. **Name:** My Materials
 - d. **Description:** Follett My Materials is a comprehensive set of tools enabling hassle-free access for instructors and students to all course materials.
 - f. Select the following items in the **Security Settings** section:
 - e. Org Unit Information
 - f. User Information (select all)
 - g. Link Information (select all)

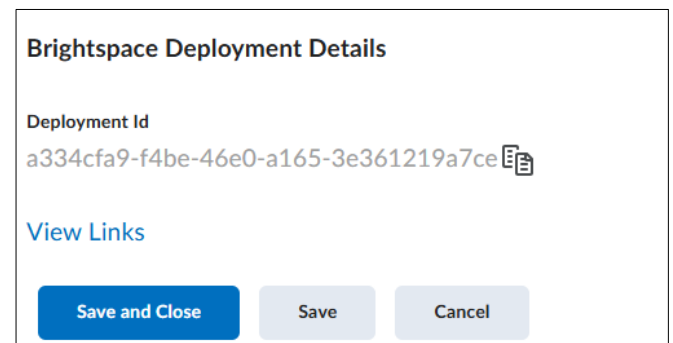
The 'Deploy Tool' form is shown. It has a section for 'Enabled' with a toggle switch. Below that is 'Auto Migrate Links' with a radio button. The 'Tool' field is a dropdown menu with 'Follett My Materials' selected. The 'Name' field is a text input with 'My Materials' entered. The 'Description' field is a text area with the text 'Follett My Materials is a comprehensive set of tools enabling hassle-free access for instructors and students to all course materials.'

The 'Security Settings' section of the form is shown. It includes checkboxes for 'Platform Notification Service', 'Context Copy Notice', 'Anonymous', 'Org Unit Information', 'User Information', 'Name', 'First Name', 'Middle Name', 'Last Name', 'Email', 'User ID', 'Username', 'Org Defined Id', 'Link Information', 'Title', 'Description', and 'Classlist including users not known to this deployment'. The 'Org Unit Information', 'User Information', 'Name', 'First Name', 'Middle Name', 'Last Name', 'Email', 'User ID', 'Username', 'Org Defined Id', 'Link Information', 'Title', and 'Description' checkboxes are all checked.

- g. Select the following **Configuration Settings**:
- h. Open as External Resource
- h. Click **Add Org Units** to add any org units with courses that need to utilize the tool.
- i. Click **Create Deployment**.
- j. Click on the new tool deployment, navigate to the bottom of the page, and note the Deployment Id.



The screenshot shows the 'Configuration Settings' page in Brightspace. It has three main sections: 'Configuration Settings' with checkboxes for 'Open as External Resource' (checked), 'Grades created by LTI will be included in Final Grade', and 'Auto Create Grade Items'; 'Substitution Parameters' with a search box showing 'No items found' and a '+ Add Substitution Parameter' link; and 'Custom Parameters' with a similar search box and a '+ Add Custom Parameter' link. At the bottom, there is a 'Make tool available to:' section with an 'Add Org Units' button, and a 'The Organization:' field showing 'willolabs, CU X'. At the very bottom are 'Create Deployment' and 'Cancel' buttons.



The screenshot shows the 'Brightspace Deployment Details' page. It displays the 'Deployment Id' as 'a334cfa9-f4be-46e0-a165-3e361219a7ce' with a copy icon. Below this is a 'View Links' link. At the bottom are three buttons: 'Save and Close' (highlighted in blue), 'Save', and 'Cancel'.

- k. Send the Following to your Follett Integration Specialist to complete the connections.
 - 1. Client Id =
 - 2. Brightspace Keyset URL =
 - 3. Brightspace OAuth2 Access Token URL =
 - 4. OpenID Connect Authentication Endpoint =
 - 5. Issuer =
 - 6. Deployment Id =

Follett Connection Configuration Completion

To establish a LTI 1.3 connection, your Follett Integration Specialist will need to complete the Follett configuration using the Client ID and Deployment ID generated by Brightspace. Please email your Brightspace connection details to your specialist If you have not already done so. They will contact you when the connection is completed and ready for the testing phase.

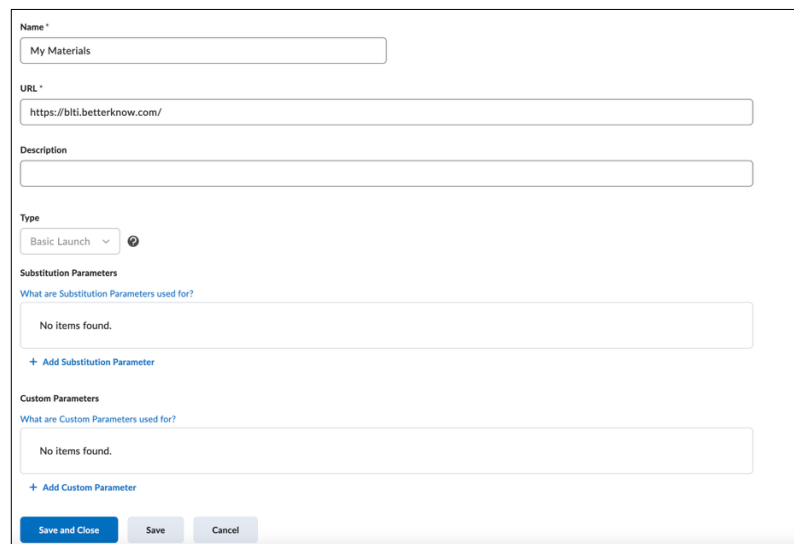
Adding Follett My Materials to Homepage

After your Follett Integration Specialist confirms that the integration is functional, you can enable the integration for use by students and/or instructors. The placement of the Follett My Materials tool links is customizable to how your institution plans to utilize the tools. Below are three common placements used by many of our schools. You can enable or disable any of the three placements in the App settings.

Once you have finalized your Placements, please email your Integration Consultant with which Placements are active and screenshots of each location. This information will be made available to our support personnel to assist with any instructor or student inquiries.

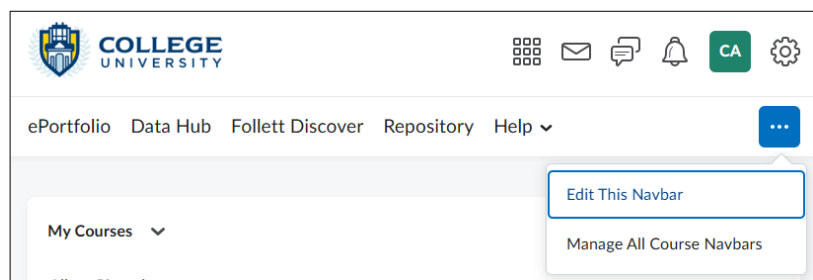
Adding Follett My Materials Link

1. As an Admin user, navigate to **Admin Tools > External Learning Tools > My Materials**.
2. Scroll to the bottom of the page and click **View Links**
3. Click on the **New Link** button and name the link **My Materials**.
4. Enter <https://blti.betterknow.com/> for the **URL** and **Basic Launch** for the Type.
5. Click **Save and Close**.

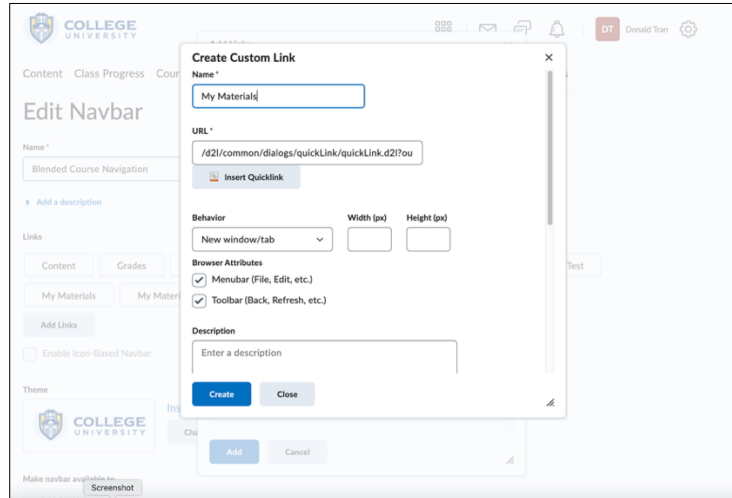


Adding Follett My Materials to Organization Navigation

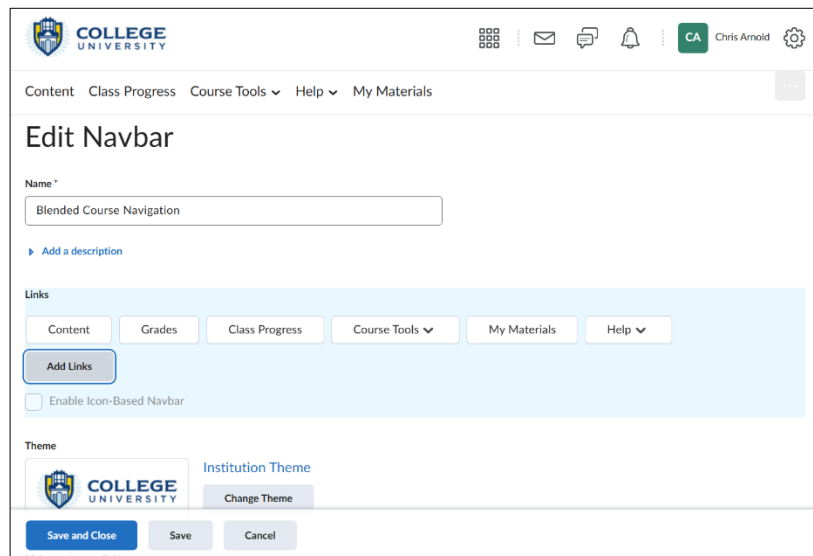
1. As an Admin user, hover over homepage navigation until a ... button appears.
2. Click on the button and select **Edit this NavBar**.



3. Click on the **Add Links** button and click on the **Create Custom Link** button.
4. Name the Custom Link **My Materials**
5. To insert the URL, click **Insert Quicklink > External Learning Tools > My Materials**.
6. Click on **Create**.



7. Click **Add** to finish adding the link.
8. Arrange button in the order you want them and then click **Save and Close**.



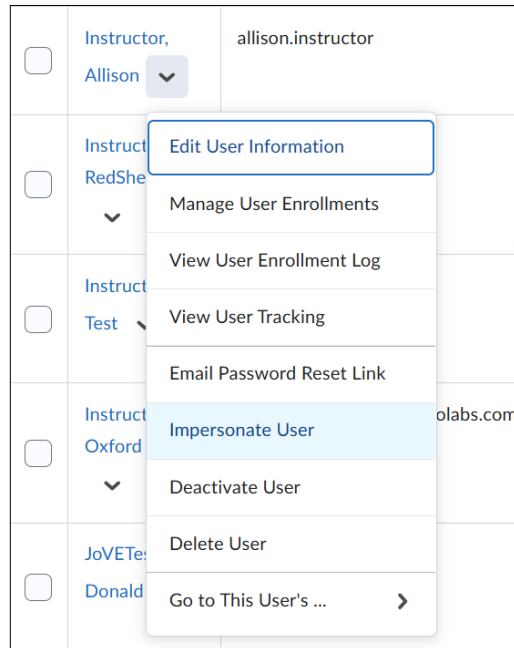
Launch Testing

Clicking on the Follett My Materials navigation item will allow the Follett Integration Specialist to capture the launch data in our logs and verify that everything is configured correctly.

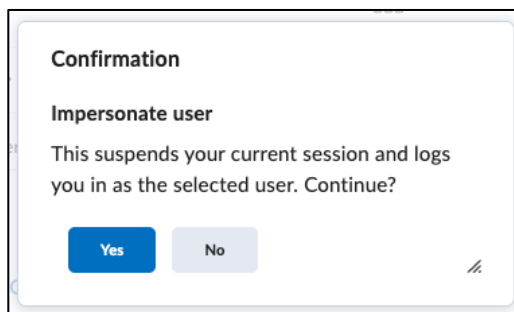


Important Note: The user launching LTI must have a current enrollment record for a successful launch of any Follett App. Please ensure you test as both an active **faculty** user and an active **student** user.

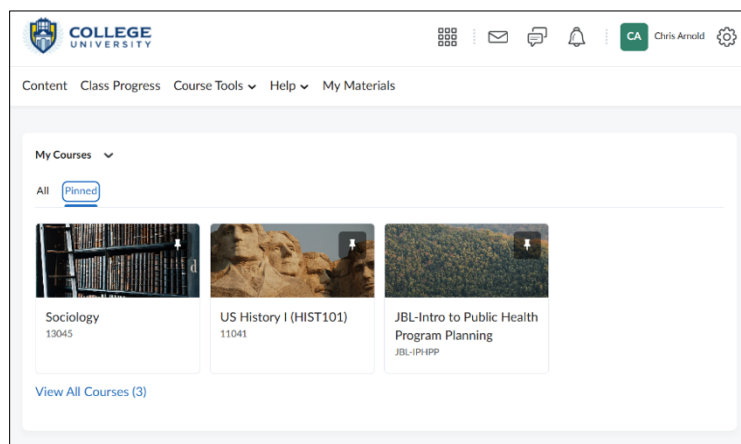
1. Log into Brightspace as an enrolled user or use the **Impersonate User** functionality within Brightspace. To impersonate a user, navigate to the Admin menu, click on **Users**, locate the enrolled user. Click on the actions dropdown next to their name and select **Impersonate User**. Then click **Yes** on the next screen to log in as the selected user.



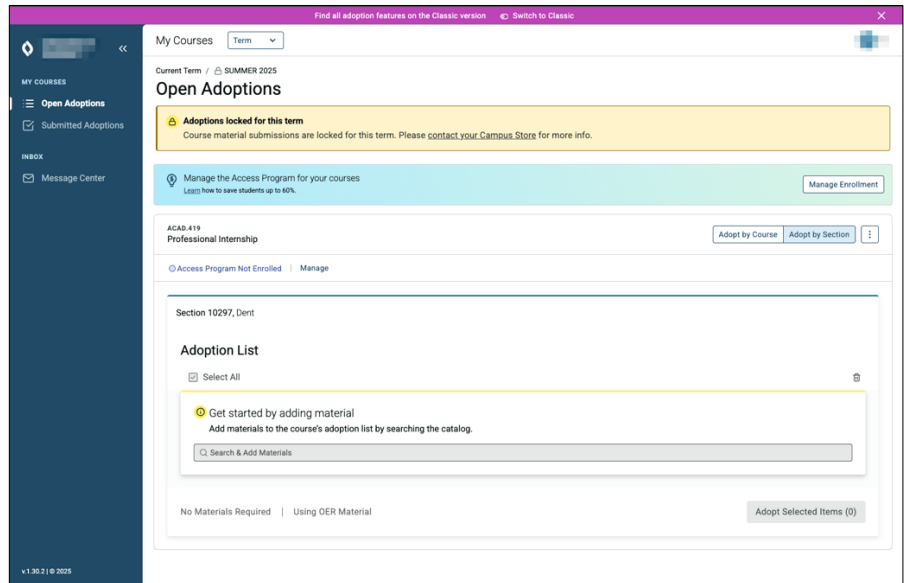
2. **Note:** Do not use the **View as Student** functionality within a Brightspace course. This feature does not work for testing as it sends simulated data that will not match any SIS data.



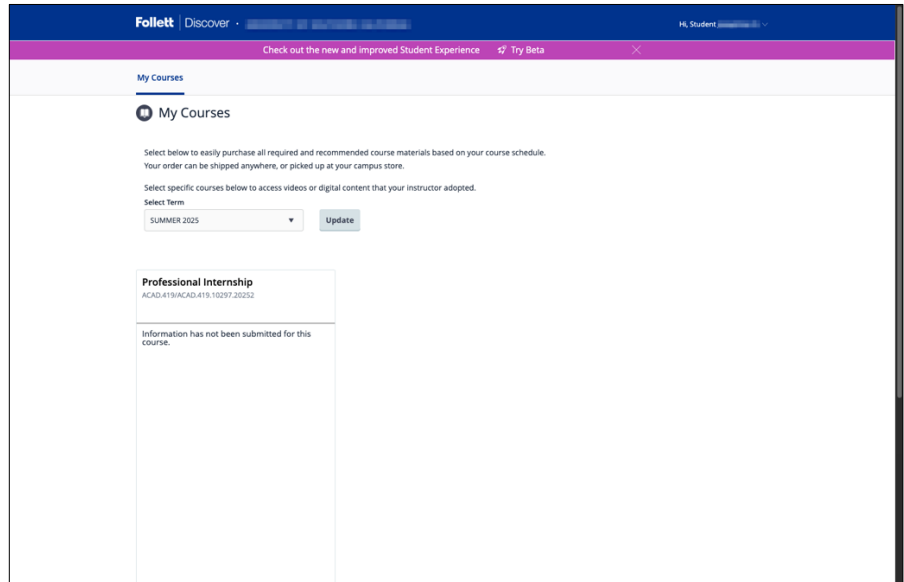
3. Go to the Brightspace campus Homepage and click on **My Materials** in the Navbar.
4. My Materials should launch in a new window. If the new window does not open, disable your pop-up blocker and try again.



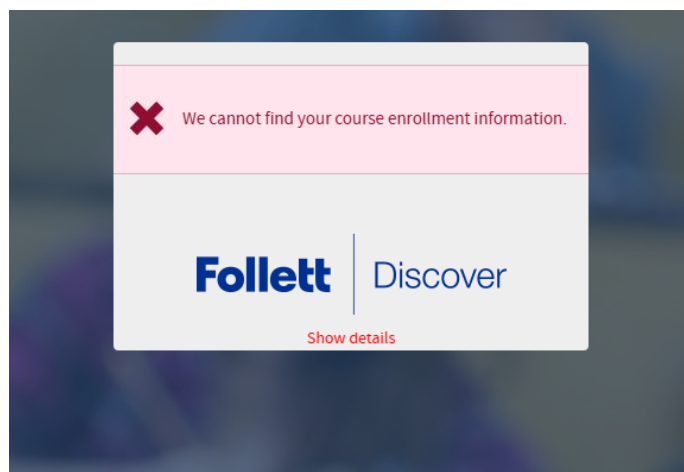
5. If launch as a **faculty** user is successful, you will be launched into the Adopt experience.



6. If launch as a **student** user is successful, you will be launched into the Student Experience, where students can purchase and access their materials.



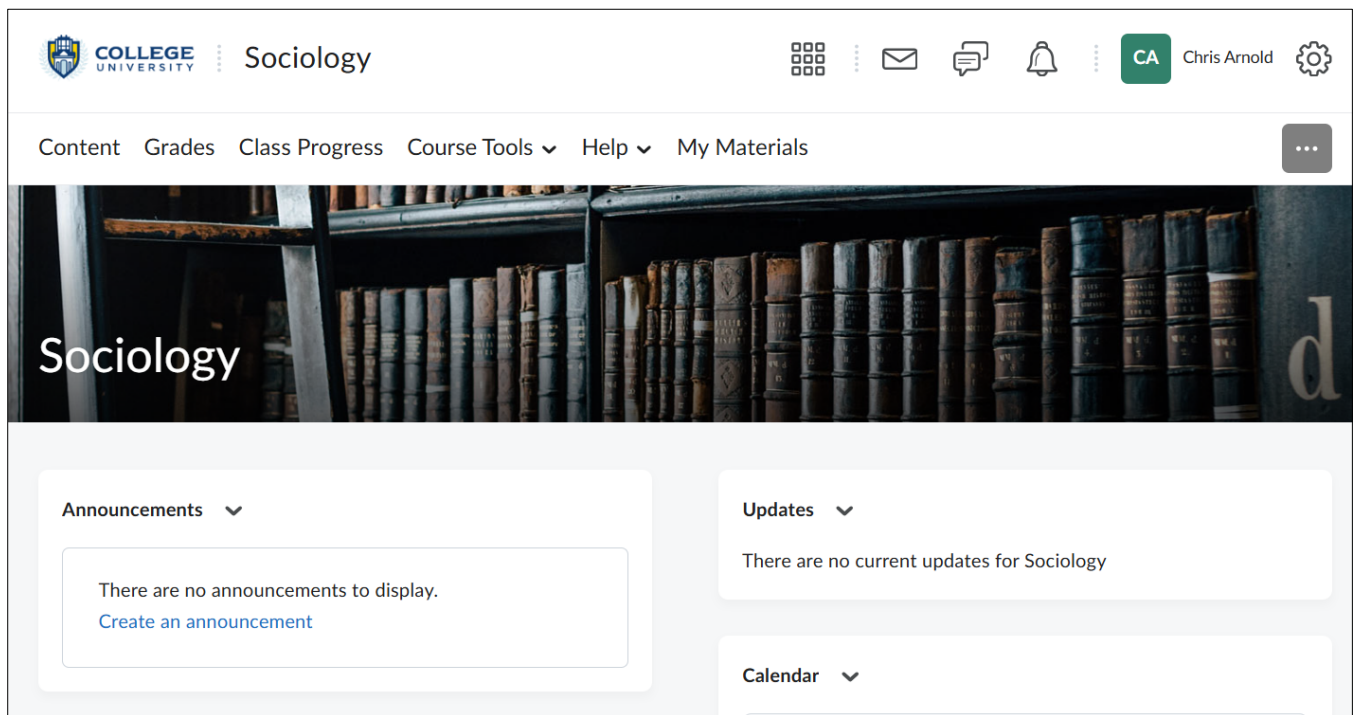
7. **Note:** If the user clicking on the link is not an enrolled instructor or student in the SIS, there will be a "We cannot find your course enrollment information" error. If this occurs, please try again with an enrolled user.



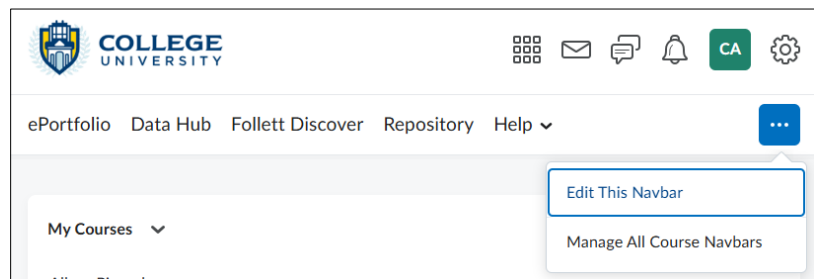
- I. Send the result of the launch to your Integration Consultant for troubleshooting or confirmation of the connection. Your Follett Integration Specialist will review the data in the logs and confirm the configuration.

Adding Follett My Materials to Course Navigation

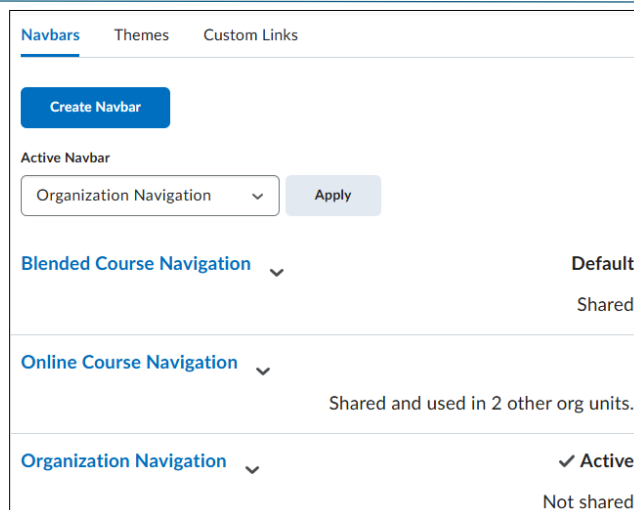
After the connection has been tested successfully, you can add Follett My Materials directly to the Course NavBar or in a menu like Course Tools below. This allows the student access course materials within the course.



1. As an Admin user, hover over homepage navigation until a ... button appears. Click on the button and select **Manage All Course NavBars**.

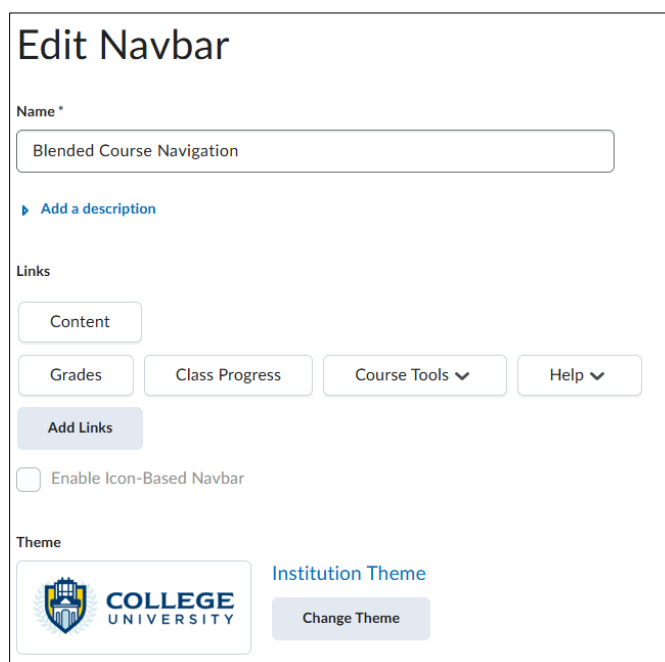


2. Click on the default Course Navigation used. (You may need to repeat these steps if multiple Course NavBars are used that require Follett My Materials links)



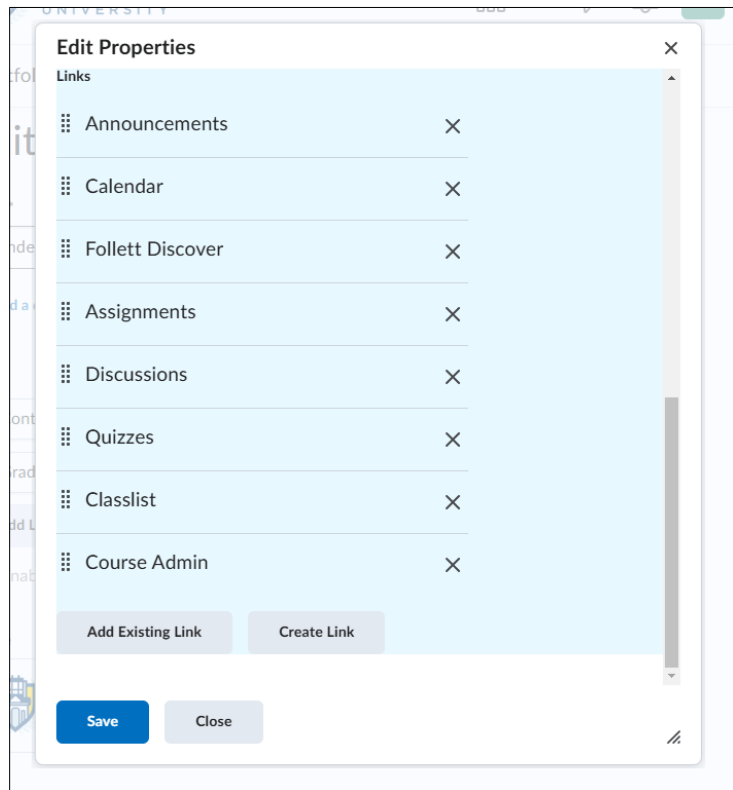
The screenshot shows the 'Navbars' configuration page. At the top, there are tabs for 'Navbars', 'Themes', and 'Custom Links'. A blue 'Create Navbar' button is visible. Below this, the 'Active Navbar' is set to 'Organization Navigation' with an 'Apply' button. A list of navigation options is shown: 'Blended Course Navigation' (marked as 'Default' and 'Shared'), 'Online Course Navigation' (marked as 'Shared and used in 2 other org units.'), and 'Organization Navigation' (marked as 'Active' and 'Not shared').

3. **Option 1:** Add link directly to the navbar:
 - a. Click on the **Add Links** button.
 - b. Select **Follett My Materials** and click **Add**.
 - c. Adjust order by dragging the added **Follett My Materials** as needed.



The screenshot shows the 'Edit Navbar' page. The 'Name' field is set to 'Blended Course Navigation'. There is a link to 'Add a description'. Under the 'Links' section, there are buttons for 'Content', 'Grades', 'Class Progress', 'Course Tools' (with a dropdown arrow), and 'Help' (with a dropdown arrow). Below these is an 'Add Links' button. There is an unchecked checkbox for 'Enable Icon-Based Navbar'. At the bottom, the 'Theme' section shows the 'COLLEGE UNIVERSITY' logo and a 'Change Theme' button.

4. **Option 2:** Add link to Course Tools:
 - a. Click on the **Course Tools** button to edit.
 - b. Click on the **Add Existing Link** button,
 - c. Select **My Materials** and click Add.
 - d. Adjust order by dragging the added **My Materials** as needed.
 - e. Click on the **Save** button.






5. Click on the **Save and Close** button to complete the addition.

The screenshot shows the 'Edit Navbar' form. The 'Name' field is set to 'Blended Course Navigation'. There is a link to 'Add a description'. The 'Links' section shows a list of links: Content, Grades, Class Progress, Course Tools (with a dropdown arrow), and Help. Below the links is an 'Add Links' button. There is a checkbox for 'Enable Icon-Based Navbar'. The 'Theme' section shows the 'Institution Theme' with the College University logo and a 'Change Theme' button. At the bottom are buttons for 'Save and Close', 'Save', and 'Cancel'.

Follett My Materials Icon URLs (for Icon-Based Navbars)

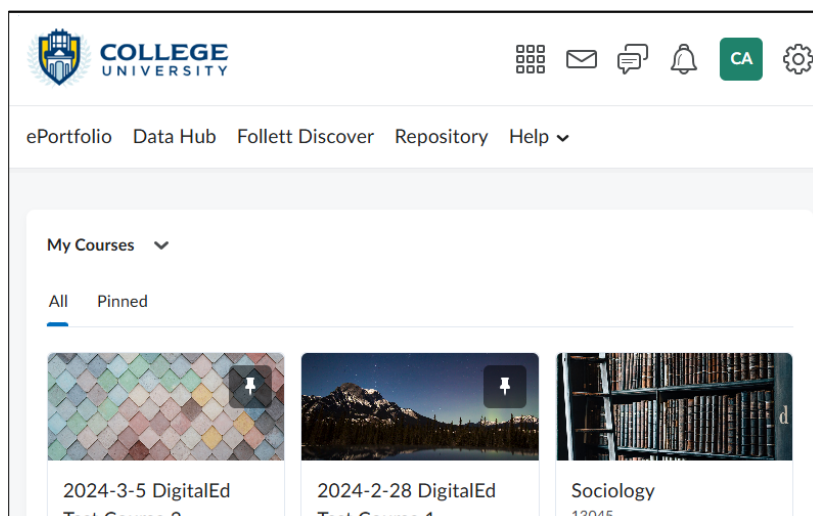
If you prefer to update the look of the default Brightspace icon for Follett My Materials, we do offer a variety of icons you can use. Instructions and icon list are included below. *Follett My Materials Icons*

Icon	URL
	https://betterknow-booknow-follett.s3.amazonaws.com/follett_icons_new/Follett%20Discover%20Icon%20-%20bw%20light@1x.png
	https://betterknow-booknow-follett.s3.amazonaws.com/follett_icons_new/Follett%20Discover%20Icon%20-%20bw%20very%20light@1x.png
	https://betterknow-booknow-follett.s3.amazonaws.com/follett_icons_new/Follett%20Discover%20Icon%20-%20bw%20dark@1x.png

Complete Follett My Materials Integration Project

Now that the Follett My Materials tool has been added to Brightspace, your Integration Specialist can notify the Follett bookstore staff that the integration is complete and ready for use. To ensure the bookstore staff and Follett Support can communicate where instructors and students can find the Follett My Materials tool, we ask that you send a screenshot showing the location of course and global placements. Please email those screenshots to your Integration Specialist to complete the project.

Global Tool Placement Screenshot



Course Tool Placement Screenshot

