

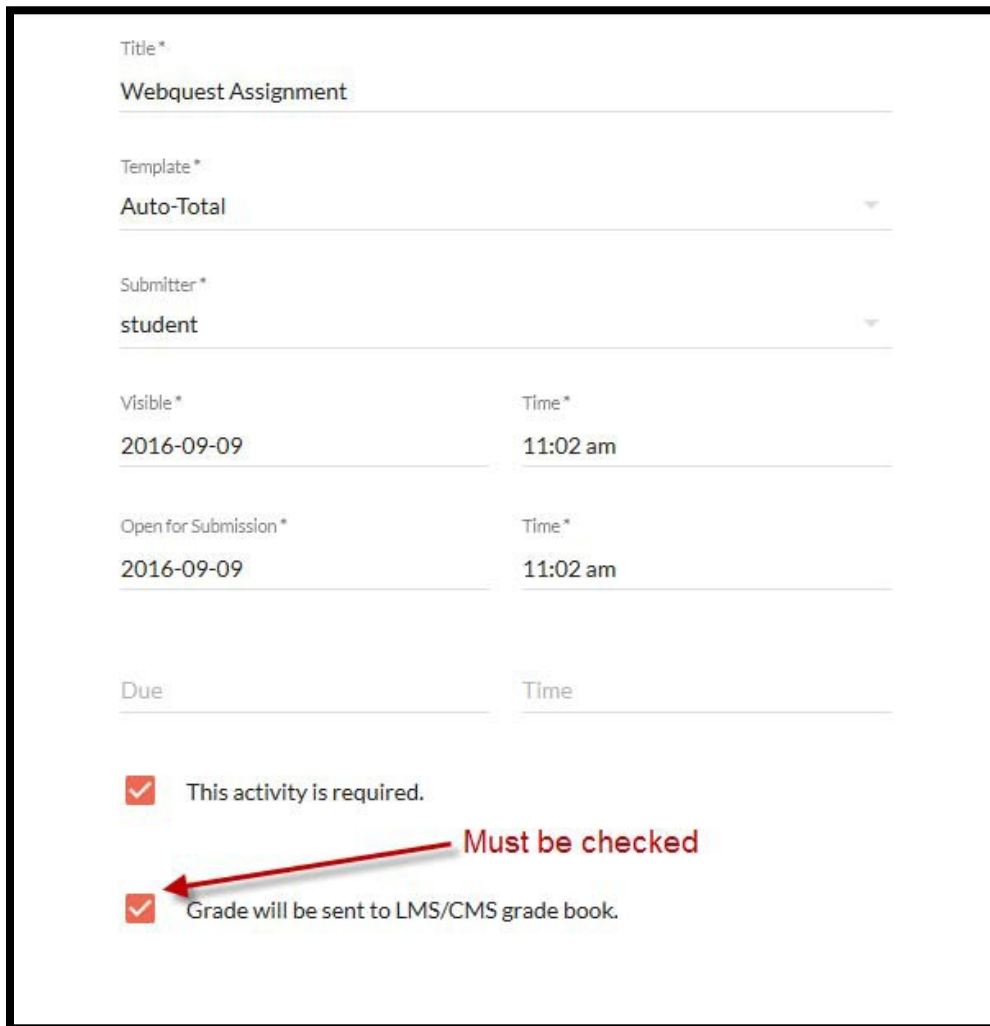
## Blackboard/VIA Integration

### In order to successfully submit Via assignments through Blackboard, students must:

- A. Log into Blackboard and go to the area of the course where the Via assignment is located.
- B. Click on the link for the assignment to be taken into Via to make their submission. Students will have to log into Via the first time. Each subsequent time, they will be taken directly into Via without having to log in.

### Grade Return Faculty Setup Instructions:

1. Login to your Via Account at <http://www.vialivetext.com> and click “Create Activity.”
2. Fill out all of the Activity requirements.
  - a. In order to ensure your students go through Blackboard (enabling the integration) for this assignment, set your “Visible” date and “Open for Submission” date to the date you want your students to **see your assessment**, not the date you want them to submit. This will **not affect their ability to complete and submit the assignment in Via by going through Blackboard**. It will ensure that all grades are entered in both Via and Blackboard.
3. Your Template must have a scoring component that is set as the “Primary Score.” Click **Publish**.



The screenshot shows a form for creating an activity in Blackboard. The fields are as follows:

Title*	Webquest Assignment	
Template*	Auto-Total	
Submitter*	student	
Visible*	2016-09-09	Time* 11:02 am
Open for Submission*	2016-09-09	Time* 11:02 am
Due		Time

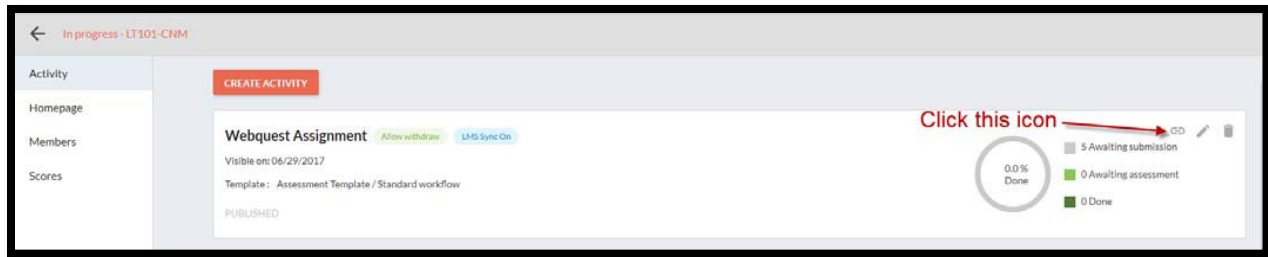
Below the form, there are two checkboxes:

- This activity is required.
- Grade will be sent to LMS/CMS grade book.

A red arrow points from the text "Must be checked" to the second checkbox.

## Blackboard/VIA Integration

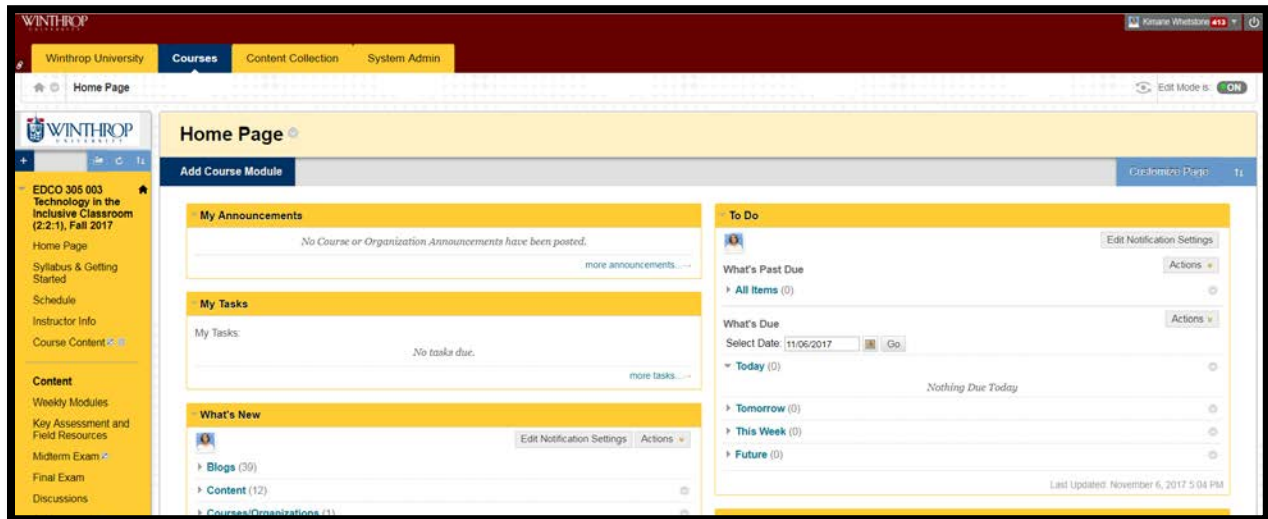
- Click on the chain link icon on the right side of the page.



- Copy the link that is displayed.

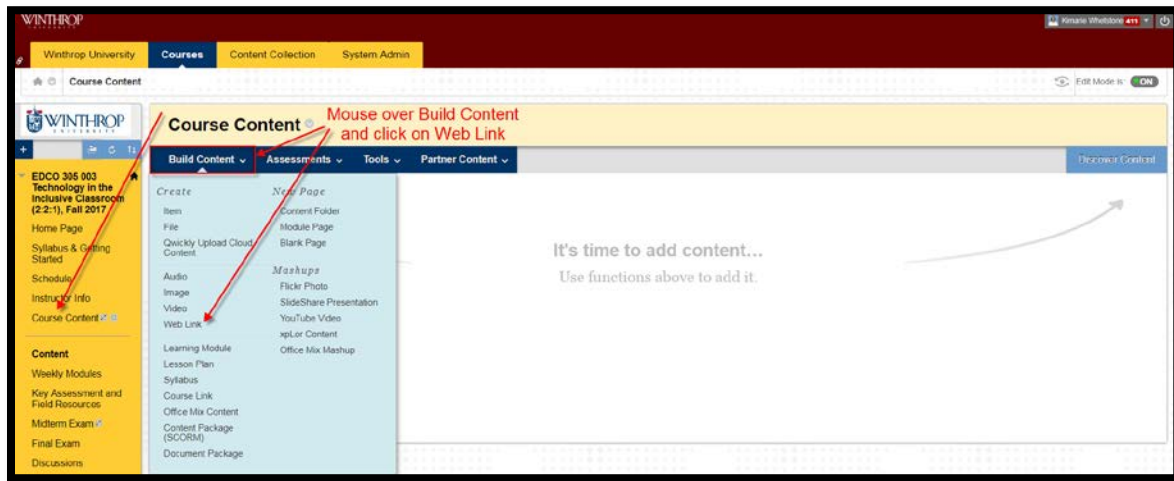


- Log into Blackboard at <http://bb-winthrop.blackboard.com> and open the course that will contain the Via assignment.



## Blackboard/VIA Integration

7. Navigate to the content area page of the course where you would like to place the Via assignment. Then, mouse over the **Build Content** button and click on **Web Link**.



8. a. In the Name field, type the title of the assignment, i.e. EDCO 305 Key Assessment.  
b. In the URL field, paste the link from Step 4 above.  
c. Click the checkbox for "This link is to a Tool Provider."  
d. Set Enable Evaluation to Yes in order to enable the Grade Return feature from Via to Blackboard.  
e. Enter the Points Possible.  
(Note: Via and Blackboard do NOT need to have the same points possible. A percentage calculation from the Via activity will be entered in the Blackboard Results Center.)  
f. Set Visible to Students to Yes, to display the assignment to students on Blackboard immediately.  
g. Set a Due Date, if applicable and any other desired standard options.
9. Click **Submit**. The assignment link will now display on your content area page.

