i>clicker and Blackboard Integration Instructions

Note: The Blackboard building block has been upgraded and users will need to be using i>clicker software version 6.3 or above.

i>clicker Software

Create a Course

1. Open i>clicker and click [New].
2. Enter appropriate information in the Course Name, Course Number and Section Number fields, and click [Create].

Course Settings

1. Open i>clicker, select your course and click [Choose].
2. Click My Settings.
3. Click the **CMS/Registration** tab.

4. Select **Blackboard, Version 8 (and above)** and click **Set for Course**.
i>grader Software

Sync with a Blackboard Roster
1. Open i>grader, select your course and click Choose.
2. If you haven’t matched your course to a Blackboard roster, the following dialog box will appear. Click Download Roster.
3. Select KU Blackboard for CMS Description.
4. Enter your Blackboard username for the CMS Username (KU Online ID as an email address. Example: j999d999@ku.edu).
5. You will need to access Blackboard to obtain the Security Key.
Steps for Obtaining the Security Key
1. Login to Blackboard.
2. Access a course in which you are an instructor.
3. Access the Course Tools in the Control Panel.
4. Click i>clicker Instructor Tools at the bottom of the Course Tools list.

5. Click on the SSO Security Key link.

6. Your Blackboard Username and Security Key will be list on this screen. Copy your Security Key.

7. Return to i>grader and enter the Security Key in the appropriate field.