iClicker and Blackboard Integration Instructions

Note: Instructors with students that are using the iClicker mobile app (REEF) will need to be using iClicker software version 7.4 or above. The iClickerGo mobile app has been replaced with REEF.

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Create a Course

1. Open iClicker and click + Create.
2. Enter appropriate information in the Course Name field and click Create.

Course Settings

1. Open iClicker, select your course and click Settings.
2. Click the Gradebook tab.
3. Click Select Course.
4. A message may appear, stating that your Blackboard credentials were not recognized.
   Click OK.
5. Enter your **Blackboard username** for the LMS Username (KU Online ID - Example: a123b456).

6. You will need to access Blackboard to obtain the **Security Key**.

7. After entering Security Key, click on ![Login](image), and locate your course.

**Note:** Your Blackboard course must be available to students or it will not be available to connect with your iClicker course.

### 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 **iClicker 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 listed on this screen. Copy your **Security Key**.
7. Return to iClicker and enter the **Security Key** in the appropriate field.
8. Click ![Log In](image).
9. Select the course from the list.
10. Click ![Select](image).
11. Click ![Save](image).

**Note:** You will receive a message stating that a roster file has not been downloaded. You will be downloading the roster on the next page.
Syncing the Course Roster

**Note:** the iGrader software has been replaced by the Gradebook that is contained within the iClicker software.

1. Select the course and click 
2. Click **Sync Roster**.
3. If students have registered their REEF license with a username that is different from the Blackboard username, the following window will appear – asking you to connect the registration with the correct student on your Blackboard roster.

Syncing Scores to Blackboard

1. Select the course and click 
2. Click **Sync Scores**.
3. Select the sessions that need to be uploaded and click Next.

4. Select the options and click Upload.
Enabling for REEF Polling

1. Open iClicker, select your course and click [Settings].

2. Click the REEF Polling tab

3. Click the Enable REEF Polling button.

4. **Login** to an existing REEF Polling Account or **Create Account**.
   - If you login to an existing account, you will be asked to select the REEF Polling course that you want to connect to the iClicker software.
   - If you create an account, you will be asked to complete this screen: